

**STATE OF NORTH CAROLINA
COUNTY OF GASTON
TOWN OF CRAMERTON**

June 1, 2017

The Board of Commissioners for the Town of Cramerton met in regular session on Thursday, June 1, 2017 at 7:00 p.m., in the G.M. Michael Room at the Cramerton Town Hall.

Board Members present: Mayor Will Cauthen, Mayor Pro Tem Koutsoupas, Commissioners Dixie Abernathy, Houston Helms, Susan Neeley, and Donald Rice.

Staff Present: David Pugh, Town Manager; Bill Brown, Town Attorney; Greg Ratchford, Police Chief; Dave Pettine, Planning Director; Joel Lineberger, Finance Director; and Wilene Cunningham, Town Clerk.

Call to Order and Determination of Quorum: Mayor Cauthen called the 7:00 regular session to order and determined there was a quorum.

Invocation: Given by Attorney Brown.

Pledge of Allegiance: Given by all.

Adoption of Agenda for this meeting: Mayor Cauthen stated several changes have been requested to be made to the proposed agenda. Addition of presentation from Matt Bernhardt from Two Rivers Utilities an update will be given after the public hearing for the Town's Budget. A public hearing to be scheduled for June 22nd regarding a zoning map amendment for Parcel ID 216483 needs to be added as an action item to the agenda. Discussion regarding the replacement for the retiring Town Attorney also needs to be added. The Finance Director stated the proposed fee schedule for Fiscal Year 2017-2018 needs to be included as part of the budget item. A motion was made by Commissioner Helms to approve the amended agenda. The motion was seconded by Mayor Pro Tem Koutsoupas and approved by all.

Public Comment: Wilson McDonald stated he is a former resident of Cramerton and is a property owner of a home on Washington Street. He stated he was speaking tonight because of an issue with parking at the top of the street. He introduced Lori Lacroix who lives at 511 Washington Street who is a new resident. Mr. McDonald stated due to the increase in the number of vehicles per household there is a problem with enough available parking. He suggested that the Town build a wall adjacent to the walking track and create diagonal parking spaces. Mr. McDonald stated Ms. Lacroix moved to Washington Street in March and she is already upset about the issue with parking.

David Polk, 512 Washington Street, stated he has lived in Cramerton his entire life and parking has always been an issue. He stated several of the homes do not have driveways and those residents park their cars on the street. He stated there is an issue with speeding in this area. Mr. Polk commented that there has always been an issue with some residents having difficulty backing out of their driveways and it has worsened with the increase of traffic. He stated he asked about parking in the flat area near his home and was told no. Mr. Polk stated he is parking on the street and this creates a visibility issue for Ms. Lacroix.

Proclamation recognizing Floyd & Blackie's as the "Best of Gaston 2017" for local coffee shop. Mayor Cauthen read the proclamation recognizing Floyd & Blackie's Coffee Shop as the "Best of Gaston 2017" coffee shop.

Proclamation recognizing About Face Boot Camp as the "Best of Gaston 2017" for yoga and fitness. Mayor Cauthen read the proclamation recognizing About Face Boot Camp as the "Best of Gaston 2017" for yoga and fitness.

Proclamation recognizing Carillon Assisting Living as the “Best of Gaston 2017” for assisted living community. Mayor Cauthen read the proclamation recognizing Carillon Assisted Living as the “Best of Gaston 2017” for assisted living and Alzheimer’s care unit.

Proclamation recognizing Cramerton’s Parks and Recreation Goat Island Park as the “Best of Gaston 2017”. Mayor Cauthen read the proclamation recognizing Goat Island Park as the “Best of Gaston 2017” for the best park in Gaston County.

Agenda Items Requiring a Public Hearing: A Public Hearing for the Fiscal Year 2017-2018 Cramerton Town Budget.

- **Open Public Hearing:** A motion was made by Commissioner Neeley to open the Public Hearing regarding the Fiscal Year 2017-2018 Cramerton Town Budget. The motion was seconded by Commissioner Helms and approved by all.
- **Staff Comments/BOC Questions and Answers:** The Town Manager stated there has been an extensive amount of time spent in work sessions and lots of input from the Board and staff in the preparation of this year’s budget. Commissioner Helms stated he liked the transparency and promptness in the preparation of the budget. Mayor Pro Tem Koutsoupas thanked the department heads for reviewing the budget and making adjustments. Commissioners Rice, Neeley, and Abernathy thanked the department heads and the Finance Director.
- **Public Comment:** No one signed up to speak.
- **Close Public Hearing:** A motion was made by Commissioner Neeley to close the public hearing regarding the proposed budget. The motion was seconded by Commissioner Rice and approved by all.

A motion was made by Commissioner Rice to approve and adopt the Fiscal Year 2017-2018 proposed Town Budget along with the proposed Fee Schedule. The motion was seconded by Commissioner Neeley and approved by all. The Finance Director confirmed the tax rate of \$0.475 remains unchanged per ordinance.

Agenda Items Not Requiring a Public Hearing:

- **Update from Two Rivers Utilities:** Matt Bernhardt stated Mike Bynum with Two Rivers Utilities remains out of the office. He advised the Board that Hubert Hampton, former employee of Cramerton, recently had emergency bypass surgery and is doing well.

TRU responded to eighteen water meter related service requests, repaired two water leaks, and responded to one sewer related call. TRU installed one new water, one sewer, and one irrigation service. Eleven preventative maintenance requests were performed at the pump stations. The sewer line easement clearing on Cramer Mountain is approximately seventy-five percent complete and should be finished within the next few weeks. Five water samples were tested for water quality control and all were in compliance with the State Drinking Water Quality Standards. Land application of bio-solids from the Eagle Road Wastewater Treatment Plant is planned to begin in July.

Mr. Bernhardt advised the Board that the Eagle Road Wastewater Treatment Plant plays a significant role in supporting growth in southeast Gaston County. Mr. Bernhardt stated due to the growth in the Cramerton area there will be updates needed for the Baltimore pump station as capacity will need to be increased. Due to the proposed growth there will be possible fluctuations of water pressure throughout the area and TRU is working on strengthening the system and breaking the area into zones. Mr. Bernhardt stated the Long Creek Wastewater Treatment Plan is the largest one in this area and has been upgraded with modern technological advances. Commissioner Neeley asked about the timeline regarding regulation of water pressure in our area. Mr. Bernhardt said it will be about five to ten years.

- **BOC Meeting Minutes:** Consider approval of the proposed April 6, 2017 meeting minutes: A motion was made by Mayor Pro Tem Koutsoupas to approve the proposed April 6, 2017 meeting minutes. The motion was seconded by Commissioner Neeley and approved by all.

Planning and Zoning:

- **Traffic Calming Policy.** A motion was made by Commissioner Abernathy to approve Resolution 2016-06 to amend the traffic calming policy. The policy was seconded by Commissioner Helms and approved by all.
- **Village at South Fork Subdivision:** Consider preliminary plat approval request for a preliminary plat for the Village at South Fork Subdivision 183 single-family lots on properties identified by Parcel ID #'s 220354 and 220357). Mr. Pettine stated this area is located off of Peach Orchard Road consisting of 84.8 acres. The original plat was approved for 183 single-family lots. The current plat has been reconfigured for 179 proposed lots. The Planning and Zoning Board met and recommended approval with no significant comments. The proposed project will link up to the South Fork Village Apartment trail providing continued access to the downtown area. NCDOT is reviewing possible changes to McAdenville Road to include turn lanes. Mayor Pro Tem Koutsoupas asked about the ingress and egress points. Mr. Pettine stated NCDOT made a couple of changes and moved one of the entry points on Peach Orchard. Mr. Pettine stated the topography of this parcel has some steep banks and ponds and there will be allowable natural space and the trail connectivity. Mr. Pettine stated the trail would connect with the South Fork Village Apartment trail utilizing a boardwalk. Mayor Pro Tem Koutsoupas asked if changes to the roadway would possibly affect ABF Freight as they currently can only turn left and school traffic backs up. Commissioner Helms stated NCDOT changed the traffic flow from ABF Freight due to concerns from residents on Peach Orchard Road. Attorney Brown stated any traffic changes would need to be approved by NCDOT. Mr. Pettine stated the current plat has already been rezoned and is part of the current Land Development Code. Mayor Cauthen asked about the timeline for occupancy. Construction should begin sometime later this summer off of Peach Orchard Road and the first phase will include thirty homes.

A motion was made by Commissioner Rice to approve the request for approval for the preliminary plat for Parcel ID #'s 220354 and 220357. The motion was seconded by Mayor Pro Tem Koutsoupas and approved by all.

- **Schedule a public hearing for June 22, 2017 to consider approval for rezoning of Gaston County Parcel ID #216483 from R-1/B-3 to B-3.** Mr. Pettine stated this property was recommended by the Planning and Zoning Board and staff for approval of the rezoning from R-1/B-3 to B-3. This property was formerly Captain Jim's Restaurant. A motion was made by Mayor Pro Tem Koutsoupas to set a public hearing on June 22, 2017 for rezoning of Gaston County Parcel ID #216483. The motion was seconded by Commissioner Abernathy and approved by all.

Cramerton Board of Commissioners: Veterans Memorial Architect RFQ. Consider approval of Viz Architect to perform site review, analysis and design services for the Cramerton Veterans Memorial. Attorney Brown stated Mr. Fankhauser made the proposed changes to the proposal. The Town Manager stated once the proposal is signed then a survey will be done of the site. A workshop meeting will be scheduled in July to review and discuss the architectural analysis. Mayor Cauthen stated a charrette will be scheduled with the veterans and a group will be formed to begin fundraising and research. Mayor Pro Tem Koutsoupas asked what would happen if the renderings and a design are completed and the Board is not in agreement and asks that the process start over. The Town Manager stated if that should occur then Mr. Fankhauser would begin working on an hourly basis or possibly an alternate fee arrangement. A motion was made by Commissioner Rice to approve Viz Architect to perform site review, analysis, and design services for the Cramerton Veterans Memorial. The motion was seconded by Commissioner Neeley and approved by all.

Discussion regarding the Selection Process for Town Attorney: Mayor Cauthen stated there is a six month contract is currently in place with Anthony Fox of Parker, Poe, Adams and Bernstein, LLP, for an interim attorney. Commissioner Abernathy asked what happens between now and six months regarding selection of a Town Attorney and when the interim contract ends. Mayor Cauthen reminded the Board that the Town Manager and Town Attorney are hired by the Board. The Board discussed what the Town needs today and what does that role look like. Mayor Cauthen stated a workshop session could be held in the future to discuss various options. Mayor Pro Tem Koutsoupas stated the staff is accustomed to having Attorney Brown available. Commissioner Rice stated he would like to know what other municipalities throughout the state are doing. Mayor Cauthen stated he would like to have feedback from the department heads as to what services they need and how many hours do they think they need. The Town Manager stated a workshop meeting can be scheduled to discuss this process in July. The Board discussed upcoming legal services that may be needed regarding several projects. Commissioner Abernathy asked when Attorney Brown's retirement was announced. Attorney Brown stated he advised the Board last year about this time of his retirement as of June 30, 2017. Commissioner Abernathy asked about the request for proposal for attorney services. Attorney Brown stated this information was presented at the March meeting for the Board to review. Attorney Brown stated Mr. Anthony Fox of Parker, Poe, Adams and Bernstein has similar experience and has a strong zoning background. Mr. Fox has given some insight to the Town Manager regarding the hiring process. Commissioner Helms stated he did not want to add six months to the interim position. Attorney Brown stated the law firm of Parker, Poe, Adams and Bernstein may want to submit in a proposal.

Manager's Report: Update of Road Paving Project: Mr. Pugh stated he would provide an update during the closed session.

Town Attorney: Nothing to report.

Town Clerk: The Clerk stated a retirement luncheon will be held on Wednesday, June 21st, for Attorney Brown.

Police Department: Nothing to report.

Fire Department: Chief Foulk absent.

Planning: Mr. Pettine stated there was a great turnout for the bike plan steering committee meeting. A bike ride was provided and everyone was impressed and are looking forward to putting the plan together.

Mr. Pettine stated he has not received any updates regarding the Villages at Cramerton Mills. A telephone call was received regarding two properties that would be part of the commercial portion and closing on this property will be on Friday. This property is located at the intersection of Hamrick Road across from the school where a connector road was proposed. No additional information has been received regarding the Riverside parcel. Mayor Pro Tem Koutsoupas asked if there was any updated information regarding the Belmont Eagle Road sidewalk project with connection to the railroad. Mr. Pettine stated no. Commissioner Neeley asked about the Cramer Mountain Sidewalk Project. The plan was submitted today to NCDOT and estimates will be provided regarding the retaining walls. Commissioner Helms asked about the apartment projects. Mr. Pettine stated plans have been submitted for The Haven and The Groves Apartments and review should be completed by the end of the month.

Finance: Mr. Lineberger stated he would not be in attendance at the next Board meeting. He stated public notices for sale of two vehicles has been published. A meeting was held with Frank Edenton regarding water infiltration at Town Hall and future discussions will be held regarding a request for proposal for contract documents for remedial work.

Mr. Lineberger reported the Town Hall gutter repair was made. The damage to the gutter was due to a cut that was made during original construction and not due to deterioration. The Town Hall repair project includes windows.

Parks and Recreation: Mr. Smallwood stated the pre-fabricated bathrooms will be delivered the week of May 12th. The fencing for the goats at Central Park will be installed next week. National Trails Day will be held on Saturday from 10:00 a.m. to 2:00 p.m. in McAdenville. Commissioner Rice stated the recent Movie in the Park was a great event. The Town Manager complimented Cristy Busler as the movie was skipping and she went to a Redbox and rented a copy.

Mayor Cauthen asked if notice could be provided prior to the delivery and installation of the bathrooms as several other municipalities have voiced an interest in this project. Commissioner Helms asked if the Town owns the pier by the South Fork Village Apartments. Attorney Brown stated construction of the pier is incomplete and has not received final approval from the county. Discussion was held regarding who owned the tree that fell during the storm and damaged the pier. Mr. Smallwood stated the area is marked with yellow caution tape. The Board recommended additional signage be placed until the repairs are completed. Attorney Brown stated the Town's insurance company has been notified and they will work with the construction company. The final payment for this project is being held.

Committee Reports:

Parks and Recreation Advisory Board: Mayor Pro Tem Koutsoupas stated the recent issue of the Belmont News had a photograph of Eric Smallwood and the goats in Central Park. The next meeting will be held on Monday June 5th at 7:00 p.m. at Town Hall. The July meeting may be cancelled.

Community Committee: Commissioner Rice stated the River Sweep Clean Up Event is scheduled for Saturday July 8th and will begin at Riverside Park. The next meeting is scheduled for June 13th.

Cramerton Merchants Association: Mayor Cauthen stated he did not attend the last CMA meeting. The Town Manager stated he was in attendance and discussion was held regarding upcoming joint events with the Parks and Recreation Department and Chad Shumate's resignation as president.

Cramerton Historical Society: The next meeting will be held on June 15th at 6:00 p.m. Mr. Smallwood stated he has been working with Ted Reece about a history of the river. Discussions included possible kiosks at different access points throughout the Town with a map and a history.

Topics of Discussion for Each Commissioner:

Commissioner Helms stated he had nothing to report.

Mayor Pro Tem Koutsoupas asked for an update on the bike station. The Town Manager stated Gary Fankhauser with Viz Architecture will be providing information at the June 22nd Board meeting. Mayor Pro Tem Koutsoupas requested that staff look into the parking at Central Park. The Town Manager stated the area owned by the Town could be gated to prevent parking overnight. Chief Ratchford stated the parking complaints have been ongoing for over twenty years and will continue as Town's population continues to grow. The Town Manager stated the Police Department and Fire Department have been contacted regarding parking on Washington Street and have responded to Ms. Lacroix's concerns.

Mayor Pro Tem Koutsoupas stated a Montcross meeting regarding the 1,300 acres located in the River District is scheduled for June 8th at 7:30 a.m. to 9:30 a.m. at Gaston College in Belmont. Mayor Pro Tem Koutsoupas stated he would forward this information to the other Board members.

Mayor Pro Tem Koutsoupas stated he attended the recent MPO meeting. Discussion along with a resolution was presented regarding the Catawba River Crossing. The MPO vote was 9 to 5 in favor of the project. A route number needs to be assigned in order to assist this project in receiving better scoring and to improve the project's ranking. Mayor Pro Tem Koutsoupas stated there was discussion about the need for widening of Interstate 85 and improvements to the Wilkinson

Boulevard Bridge over the Catawba River from Mecklenburg County as that bridge was built in 1933.

Commissioner Abernathy thanked Mr. Pettine regarding the bike planning steering committee meeting. She stated it was well organized.

She stated she would like to see staff analysis regarding parking on Washington Street offering possible options. She stated she is the liaison for this area. She asked about discussion regarding traffic calming devices in Lakewood. The Town Manager stated with the traffic calming device policy now in place information can be analyzed and brought back to the Board.

Commissioner Abernathy stated she has been visiting the Washington Street area and the residents are excited about the improvements to Central Park.

Commissioner Rice stated with the traffic calming policy now in place the Washington Street may need to be addressed. This new policy will offer citizens an opportunity to voice their opinions and concerns about traffic in their neighborhoods.

Commissioner Rice thanked the Town Manager for adhering to the strict timeline for the Veterans Memorial. A committee needs to be created soon to discuss fundraising. He stated art work for a stamp for Christmas cards could be designed by the local school students and this stamp could be used as a Christmas card stamp and become an annual event.

Commissioner Neeley stated she attended the Memorial Day Service at the Gaston Memorial Park. She stated the Gaston Symphonic Band played and it was a great event. She stated she was proud of everyone who was recognized tonight as "Best of Gaston".

Mayor Cauthen stated the Washington Street parking issue has been created over the years due to the number of vehicles per household. Even though this issue has been created privately he stated this problem cannot be allowed to affect public safety.

Mayor Cauthen called for a two minute recess prior to entering into closed session.

A motion was made to enter into closed session by Commissioner Neeley. The motion was seconded by Commissioner Rice and approved by all.

Adjournment: Upon return to open session, with no further action being taken and no further business to be discussed, a motion was made by Commissioner Abernathy to adjourn at 10:31 p.m. The motion was seconded by Commissioner Neeley and passed by unanimous vote.

Mayor Will Cauthen

ATTEST:

Wilene Cunningham, Town Clerk