

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

September 21, 2017

The Board of Commissioners for the Town of Cramerton met in workshop session on Thursday, September 21, 2017 at 6:00 p.m., in the G.M. Michael Room at the Cramerton Town Hall.

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

Staff Present: David Pugh, Town Manager; Anthony Fox, Interim Town Attorney; Brad Adams, Deputy Police Chief; and Wilene Cunningham, Town Clerk.

6:00 p.m. Work Session – “Project Big Board”: The Town Manager thanked Commissioner Helms for the template for “project big board”. The template lists the various ideas with the current status, commentary, and possible closure date. Mr. Pugh went over the list and asked that the Board advise him if they have anything that needs to be added or reworked. Commissioner Neeley asked why the Cramer Mountain Sidewalk Project is not listed on this document. Mr. Pugh stated the updates for that project have recently been given by the Planning Director at the Board meetings but he will add this to the big board list. Commissioner Abernathy asked about the wayfinding signs that were discussed for identifying neighborhoods. She said this item was discussed at the goals and objectives meeting earlier this year. Mr. Pugh stated wayfinding signage was coupled with neighborhood gateway signage. Commissioner Abernathy asked if each neighborhood was going to be responsible for signage. Mr. Pugh stated several options have been discussed. Commissioner Abernathy asked this item be added to the big board list under wayfinding.

The Board discussed how the big board list will be followed up at future meetings. Mayor Pro Tem Koutsoupas suggested that each item be discussed at tonight’s meeting and then the Board can decide what items will need to be reviewed at a later date. The first item on the big board list for discussion was piers. The Board asked that this item remain on the list until completed. The Board agreed to keep the Veterans Memorial, Town Hall Rehab, Attorney Search, and Firing Range Sale on the list to be discussed regularly. Mayor Pro Tem Koutsoupas stated a potential mural has been ongoing since the town’s centennial and the BB&T building was the designated site but there was discussion regarding maintenance. Mayor Pro Tem Koutsoupas stated this Board may want a different mural in a different location. Commissioner Abernathy commented that the mural could be a backburner item and revisited quarterly.

Mayor Pro Tem Koutsoupas stated the painting of the railroad underpass could be listed as a backburner issue and revisited later as long as it is not forgotten. Commissioner Abernathy stated that several of the items on the big board list are what she considers as “low hanging fruit” and would require just a yes or no answer. Commissioner Helms asked what the process would be for the painting of the railroad underpass since it belongs to Norfolk Southern. Mr. Pugh stated he would contact the City Manager of Bessemer City, James Inman, and ask him what the process entailed when they painted the underpass there.

Mayor Pro Tem Koutsoupas stated a fog line on North Main Street was discussed to assist in reducing speed and encouraging parking closer to the curb. Deputy Chief Adams explained that a fog line is the white line farthest to the left or right and can be used as a guide during low visibility driving situations. He stated that this striping would help with speed control and tighten up the parking. The Board agreed this item should stay on the big board list.

Mayor Pro Tem Koutsoupas stated the sidewalk connection to Eagle Road involves working with the City of Belmont. The area will require connection beginning at the railroad area on Eagle Road. Discussion was held regarding the importance of connectivity with the Carolina Thread Trail and the Timberlake neighborhood. Commissioner Abernathy recommended this item continue to be listed on the big board and be reviewed as needed. Mr. Pugh stated he would follow up with the City of Belmont. He will also ask Mr. Pettine to check with the MPO regarding this project.

Mr. Pugh stated a recent study was completed by Gary Fankhauser with Viz regarding improvements to Market Street and it can be presented at the October 19th meeting. The original traffic signal mast arms will need to be redesigned as the original concept does not adhere to NCDOT's parameters. Mayor Pro Tem Koutsoupas stated he would like to discuss having more holiday decorations placed in the Market Street area during December due to the increased traffic in the area attributable to the visitors for the Town of McAdenville's Christmas lights. Commissioner Neeley said porta-jons may need to be set up as the Burger King Restaurant always has a line for people waiting to use the restroom. Commissioner Abernathy stated the local restaurants need to be promoted during the holiday season as visitors ask where they can eat locally. Mayor Pro Tem Koutsoupas stated Georgio's stays busy during the holiday season.

The next big board item the Board discussed was the benches and fountain donated by Warren Cramer. Mayor Pro Tem Koutsoupas stated he would like to see the donated items taken out of storage. He suggested possible placement of the benches in the Centennial Center and the fountain in front of Town Hall. Mr. Pugh advised the Board that the benches would be an easy task but the marble fountain is very heavy. Mr. Pugh asked if the Board wants the fountain to be a water amenity. He stated if the fountain is placed at the handicap ramp at the front of Town Hall it will be monitored by the surveillance cameras. Commissioner Neeley stated that a fountain style water amenity was installed at the church she attends and they had problems with the motor burning out if the water level became too low. The Town Manager stated he and the Planning Director would review the costs and challenges regarding placement of the fountain and this information would be provided at the November 16th meeting.

Mayor Pro Tem Koutsoupas stated the small Lakewood Bridge is the one that crosses near Lake Drive and does not have a sidewalk. He stated that many of the Stuart W. Cramer High School students are seen running and walking across this bridge daily. Commissioner Helms stated this item should remain on the big board. Commissioner Neeley asked if NCDOT had been contacted. The Town Manager stated former Town Planner Kevin Krouse had been working with NCDOT. This bridge was deemed to be fine per NCDOT and was not on a list to be replaced. Mr. Pugh stated that constructing a pedestrian bridge is costly. Commissioner Helms recommended that this project be scored with MPO. Commissioner Abernathy stated this project needs to be a priority as it involves public safety for students and other pedestrians. The Board agreed this item needs to remain on the big board. The Town Manager stated NCDOT will be contacted.

The Town Manager stated the Go Gaston banners will be put up next week. Commissioner Abernathy stated she considered the decorative banners to be a backburner item that can be discussed at a later date. Commissioner Helms stated the town has decorative banners and this is an operational item.

Discussion was held by the Board regarding inclusion of neighborhood signage as part of the wayfinding signs concepts that were presented by Arnett Muldrow and Associate's final style guide during the rebranding of 2015-2016. The Town Manager stated a mockup of an entryway could be created and then presented to the Community Committee for their review. Commissioner Helms stated very few neighborhoods have an HOA and have no, or limited, available funding. Mr. Pugh commented that a gateway sign is different than a wayfinding sign. Mayor Pro Tem Koutsoupas stated neighborhood signage could be placed under other signs such as directional signs to places like Goat Island, Riverside Park, or Central Park. Commissioner Abernathy stated she saw this as something that would benefit the town and be collectively promoted.

Commissioner Neeley stated she had received \$7,500.00 in donations for the proposed bike repair station. The Town Manager stated that the Board requested that this project be put on hold for discussion until January. Commissioner Neeley stated that Mike Applegate with Gaston County Travel and Tourism indicated an interest in placement of an information kiosk at this location. Commissioner Abernathy asked if the donated funds would be part of the \$15,000.00 full scale project. Attorney Fox asked if the proposed bike repair plan had been approved by the Board. Mr. Pugh stated he would bring the bike repair plan back to the Board in November.

Mayor Pro Tem Koutsoupas asked for an update regarding the current greenway projects. The Town Manager stated the Planning Director has been providing updates along with information regarding the Cramer Mountain Sidewalk Project. Commissioner Abernathy stated she considers this a big board item and the Board agreed.

Commissioner Helms stated he would like to have the Board consider tightening of the code enforcement ordinances. He asked if the staff could research other municipalities and their ordinances to compare. He stated he thinks this is a big board item. Commissioner Helms stated staffing of the police department is another item that he feels needs to be kept on the big board as there may be issues in the future. Mayor Pro Tem Koutsoupas asked is this comment concerned only the staffing for the police department or for all town departments. Commissioner Helms stated there has been poor attendance at the recent BLET classes and this concerns him regarding future staffing of the police department.

Mayor Pro Tem Koutsoupas and the Board thanked Mr. Pugh for the “big board” document.

A motion was made by Commissioner Neeley to recess the work session meeting until 7:00 p.m. The motion was seconded by Commissioner Abernathy and approved by all.

7:00 p.m. Work Session Meeting:

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

Staff Present: David Pugh, Town Manager; Anthony Fox, Interim Town Attorney; Brad Adams, Deputy Police Chief; Joel Lineberger, Finance Director; and Wilene Cunningham, Town Clerk.

Call to Order and Determination of Quorum: Mayor Pro Tem Koutsoupas called the meeting to order and determined there was a quorum.

Adoption of Agenda for this meeting: A motion was made by Commissioner Helms to approve the proposed agenda. The motion was seconded by Commissioner Abernathy and approved by all.

Public Comment: No one signed up to speak.

Recognitions: Recognition of Sergeant A.T. Black, Officer D.F. Harris, and Officer T.E. Proper for receipt of their Advanced Law Enforcement Certification awarded by the North Carolina Criminal Justice Education, Training and Standards Commission. Deputy Chief Adams stated that Sergeant Black has been with the Cramerton Police force for twelve years, Officer Harris for seven years, and Officer Proper for seven years. He stated Officer Proper works with other agencies as he is the canine officer. Deputy Chief Adams presented Sergeant Black, Officer Harris, and Officer Proper with their certifications and thanked them for their hard work and dedication. Mayor Pro Tem Koutsoupas and the Board thanked them for their service to the town. Deputy Chief Adams stated there are now nine officers on staff with this level of training and certification.

Agenda Items Not Requiring a Public Hearing:

Consider approval of the proposed July 20, 2017 BOC Meeting Minutes: A motion was made by Commissioner Neeley to approve the proposed July 20, 2017 meeting minutes. The motion was seconded by Commissioner Rice and approved by all.

Planning and Zoning:

Previous Rezonings “Statements of Consistency”. Mr. Pettine stated this is a housekeeping item as the State requires a “statement of consistency” be prepared for each of the parcels with a motion by the Board clarifying that the rezonings were consistent with the adopted Land Use Plan. The parcel ID numbers to be considered are 208728, 223684, and 216483. Attorney Fox advised the Board that each of the parcels will need to be clarified individually with a motion.

- **Parcel ID #208728:** A motion was made by Commissioner Neeley to approve the statement of consistency for tax parcel ID number 208728 rezoned from R1 to R1/CZ as this parcel’s rezoning remains consistent with the town’s adopted Land Use Plan. The motion was seconded by Commissioner Helms and approved by all.
- **Parcel ID #223684:** A motion was made by Commissioner Abernathy to approve the statement of consistency for a portion of tax parcel ID number 223684 as the rezoning R1/B3 to B3/CZ and is consistent with the adopted Land Use Plan for the Town of

Cramerton as well as the Build a Better Boulevard area plan for the town. The motion was seconded by Commissioner Neeley and approved by all.

- **Parcel ID #216483:** A motion was made by Commissioner Helms to approve the statement of consistency for tax parcel ID number 216483 on the corner of Armstrong Ford Road and South New Hope Road rezoned from R1/B3 to B3 and is consistent with the town's adopted Land Use Plan. The motion was seconded by Commissioner Neeley and approved by all.

Traffic Calming Policy: Mr. Pettine presented information regarding the Cimarron Boulevard traffic study results. The posted speed limit for Cimarron Boulevard is 20 miles per hour. The recent speed study by the Cramerton Police Department was conducted in two phases. The first study was conducted from July 27 to July 29, 2017 monitoring outbound traffic to Armstrong Ford Road and the second study was conducted from August 4 to August 6, 2017 monitoring inbound traffic from Armstrong Ford Road towards Greenmont Circle.

The study conducted during phase I for outbound traffic consisted of 3,235 total vehicles evaluated. Average speed was 24 miles per hour with the highest speed being 49 miles per hour at 6:00 a.m. There were 2,639 vehicles traveling above the posted limit with 85 percent of those vehicles traveling between 21 to 32 miles per hour and 50 percent of those vehicles traveling between 21 to 24 miles per hour. The majority of vehicles traveling above the posted speed limit was between 6:00 and 8:00 a.m. and 9:00 to 10:00 p.m. There have been no reported collisions in the past twelve months.

The study conducted during phase II for inbound traffic consisted of 767 total vehicles evaluated. Average speed was 24 miles per hour with the highest speed at 46 miles per hour at approximately 4:00 p.m. There were 563 vehicles traveling above the posted limit with 85 percent of those vehicles traveling between 21 to 31 miles per hour and 50 percent of those vehicles traveling between 21 to 25 miles per hour. Heaviest volume of traffic occurred between 9:00 to 10:00 a.m. and 5:00 to 7:00 p.m. The majority of the vehicles traveling above the posted speed limit occurred during these times. There have been no reported collisions in the past twelve months.

The findings of this study show an average speed of 24 miles per hour indicating a Class A traffic issue. Based on these findings, there will be increased speed enforcement initiated in both directions with emphasis on outbound traffic. Mr. Pettine stated a second study could be conducted in January as this is the same timeframe that a study will be conducted in the Lakewood neighborhood.

Mr. Pettine stated that Cimarron Boulevard is a wide road and its design unfortunately tends to encourage speeding. Mayor Pro Tem Koutsoupas asked if police enforcement has started in this area. Deputy Chief Adams stated yes and included issuance of citations. Mayor Pro Tem Koutsoupas asked if the police enforcement was above or below Timberlane Drive. Deputy Chief Adams gave an overview of where the study actually took place. Deputy Chief Adams advised that the study was conducted in the areas where there was the most vehicular traffic. Commissioner Abernathy asked Deputy Chief Adams about the continued strategy of increased police presence in the neighborhoods. Deputy Chief Adams stated the police department uses the radar trailer, gives oral, warning, and written citations, and remains mobile and visible in order to encourage a no speeding culture in these areas. The Board discussed continuing the increased police presence and revisit this information in January. Commissioner Abernathy asked if fresh data would be provided for these areas at that time. The Planning Director stated yes. Discussion was held regarding communicating information with residents to advise them of what information that is being gathered and have the residents to possibly do some self-policing in their neighborhoods.

Commissioner Abernathy asked if proactive communication with the residents could be completed prior to the January meeting. The Planning Director advised her that this could be accomplished.

The Board discussed possible communication through the town's newsletter and website. Commissioner Abernathy stated there could be some difficulty with equality of communication with various neighborhoods as some are more structured via social media than others. Mr. Pettine stated he would be available to attend any neighborhood meetings regarding this topic. Mayor Pro Tem Koutsoupas stated the Timberlake neighborhood has several residents that are very active in that community along with a neighborhood Facebook page. He encouraged this information be available for the public to review and make sure it is accessible. Commissioner Helms suggested placing this information on the town's website with links for each neighborhood with the liaison

information. This would allow us to control the content and the communication channel. Commissioner Neeley stated she is the Board liaison for the Timberlake neighborhood and has been speaking with Dan Wallace and Harvey Elmore. Commissioner Helms stated he served as the Lakewood liaison years ago and remembers holding a neighborhood community meeting here at Town Hall.

Commissioner Abernathy stated it is important to receive feedback from the neighborhoods not just several citizens. The Town Manager reminded the Board there is a feedback survey that is located on the town's website for citizens to utilize and try to encourage citizens to use this survey tool. The Board discussed the speed study information having a link to invite citizens into the communication loop. Commissioner Abernathy stated information could be placed in the newsletter directing citizens to go to a specific link for the speed study information and also offer the possibility of responding with reporting speeding in their neighborhood. She also said a Blackboard Connect CTY could be a message specific to a certain neighborhood advising them of recent discussions about a specific road in their neighborhood and advise them to visit the town's website and what link they should click on for additional information. The Town Manager stated this item would be placed on the next agenda for further discussion. Mr. Pugh stated the staff could meet and discuss the various communication outlets available to distribute information.

Parks and Recreation: Canoe/Kayak Portages: The Town Manager presented pictures of the canoe and kayak portages and discussed inspections and repairs along with information about the modifications and repairs made by Rowboat Dock and Dredge. Baltimore Pier and River Access, C.B. Huss Pier and River Access, along with the South Fork Village Pier have all been receiving remedial work. The following work is yet to be completed by Rowboat Dock and Dredge: install girders at the end of the step stringers (underwater) at Baltimore and C.B. Huss River Access; and remove tree and reconstruct the South Fork Village River Access. A diver will be needed to inspect the underwater issue and this should occur by the end of week ending September 22nd. The Town Manager stated the check from EMC Insurance for tree damage has been received. He thanked the Finance Director and the Parks and Recreation Director for following up on this item. Mayor Pro Tem Koutsoupas asked what the next step is if the portages continue to fail the county's inspections. Attorney Fox stated the owner of Rowboat Dock and Dredge had apologized for the delay and stated he hired subcontractors due to the scope of the project and he had been insured these items would be corrected and the inspectors would be notified.

Attorney Fox stated Mr. Smallwood had prepared a letter of agreement regarding the removal of the tree at the South Fork Village Pier and reconstruction of the other access point. Attorney Fox stated he reviewed Mr. Smallwood's letter and recommended the letter contain a specific time period for the project to be completed and a timeframe for access. He advised the Board he was not aware of a response from Rowboat Dock and Dredge regarding this letter at this time.

Mayor Pro Tem Koutsoupas asked about the timeframe for opening of the Baltimore, C.B. Huss, and South Fork Village portages. The portages will be open once inspections have been completed by the county. The Finance Director stated a check has been prepared for the tree clearing and clean up and is waiting for the contract to be signed and approved. Mr. Lineberger stated the NC Wildlife Resource Committee is funding the canoe launch and fishing pier at the C.B. Huss Complex. A representative from the NC Wildlife Resource Committee will inspect the portages and speak to Mr. Smallwood about signage and placement of a kiosk. Mr. Lineberger stated the town is responsible for upkeep for both of these structures for twenty-five years.

Cramerton Board of Commissioners:

- **Cramerton Veteran's Memorial: Update from Ad Hoc Committee.** Commissioner Helms stated the ad hoc committee met on September 13th. The ad hoc committee members in attendance at that meeting were Mayor Cauthen, Commissioner Rice, Commissioner Helms, the Planning Director, and the Town Manager. Discussion was held regarding what the next steps were to include such as location, reviewing the rendering, and fundraising. The ad hoc committee members discussed the information that was provided by citizens along with the pros and cons of the various locations that had been previously discussed. The ad hoc committee agreed that the current location would remain as the location for the memorial. The Town Manager stated the ad hoc committee members remain aware of the public concerns about the location choice. A list of the pros and cons for each location will be prepared in order to have consistency regarding communication.

The Town Manager stated discussion was held regarding having several alternative design choices with various price points. Further discussion will be needed regarding fundraising. The Town Manager stated that he had researched what other municipalities did regarding construction of a Veterans Memorial. He stated the Town of Garner worked with NC State University School of Design and one of their professors has developed a formula with projections for fundraising. The scheduled completion target date for Cramerton's Veteran's Memorial is November 2018. The Town Manager stated Gary Fankhauser can have the construction documents ready in January 2018 and then a contractor can be chosen. Commissioner Helms stated this project needs to be consistent and be kept on a regular work schedule. He commented that the former Town Manager had a liaison to help him with large projects. Commissioner Helms stated the Veteran's Memorial needs a day to day plan in order to have this project completed next year.

Mr. Pettine asked if the fundraising would be done by a group and how the fundraising effort could be maximized. Commissioner Abernathy stated she likes the location that has been chosen but she has heard some complaints from citizens. The Board discussed the importance of support of the Veteran's Memorial and why the Goat Island location was chosen. Mayor Pro Tem Koutsoupas stated he wants the Veteran's Memorial to be unique and to incorporate the khaki fabric as part of the theme. Discussion was held regarding some citizens asking that a Veteran's Memorial be part of the Centennial Center as this would be a prominent location. The Board discussed the cost of trying to construct two memorials. Mayor Pro Tem Koutsoupas stated he would like a list of the pros and cons for each location and why the Goat Island location was chosen.

The Town Manager read the memos that were prepared on April 5, 2016 and September 22, 2016 regarding the Veteran's Memorial. Mr. Pettine stated the town has spent monies to create connectivity throughout the town and Goat Island is part of the central district area. Mayor Pro Tem Koutsoupas stated the project needs to stay on course and to have Gary Fankhauser present renderings at the October 5th Board meeting along with price points. Commissioner Helms stated no regular meetings are scheduled at this time by the ad hoc committee.

• **Cramerton Alcoholic Beverage Control (ABC) Board:** Discuss submitted application and consider appointment of one applicant to the Cramerton ABC Board. A motion was made by Commissioner Helms to reappoint Carolyn Helms to the Cramerton ABC Board to serve an additional three year term ending October 12, 2020. The motion was seconded by Commissioner Abernathy and approved by all.

• **Proposal to move the December 7th BOC meeting:** Consider moving the Thursday, December 7th meeting to Tuesday, December 5th. The Town Manager advised the Board that the BOC meeting scheduled for Thursday, December 7th is on the same day as the town's Christmas parade. A motion was made by Commissioner Helms to reschedule the December 7th BOC meeting to December 5th. The motion was seconded by Commissioner Abernathy and approved by all.

Manager's Report:

• **Update of Road Paving Project:** The Town Manager stated he would provide before and after pictures of the paving projects at the next meeting. He advised the Board that Riverside Drive is almost finished and Washington Street is scheduled for paving work to be done tomorrow. The Front Street and alleyway project has been delayed as the custom drain needed to be retooled. Mr. Pugh stated B&N Grading was granted a couple of extra weeks for this project and the paving project should be completed by mid-October. Commissioner Abernathy asked if B&N Grading have offered to help pay for the extra three weeks for geotechnical services. Commissioner Abernathy stated she noted there was some type of black stuff on the driveways where Mayflower Avenue had recently been paved. Mr. Pugh stated he had also noted this substance. He advised the Board that he would follow up with B&N Grading regarding this matter. Attorney Fox asked how much money has the Town spent for geotechnical services. The Finance Director stated the town has spent about \$5,900.00 for the month of August for geotechnical services. Mayor Pro Tem Koutsoupas thanked the Town Manager for advising the businesses regarding the alleyway paving project.

• **An Evening Under the Stars Event:** The Town Manager stated this event continues to be promoted and currently there have been about fifty tickets sold. Deputy Chief Adams stated letters has been distributed to the businesses advising them of this event and that Center Street will remain open. Mr. Pugh provided a photo of how the event is going to be set up at Centennial Center. The

grassy area will be closed to the public during this event and will be marked with temporary posts and fencing.

Update from Two Rivers Utilities: Mike Bynum stated TRU responded to twelve water meter related calls, repaired two water leaks, and had two sewer related calls. TRU completed nineteen pump station inspections and obtained six water samples and all were in compliance with the NC Drinking Water Quality Standards. Mr. Bynum stated the surveying of the second phase of the sewer easement clearing has begun and should be completed at the end of next week. Once the survey work is completed then bids will be sought for the clearing process.

Commissioner Neeley asked Mr. Bynum for an update on the Villages at Cramerton Mills project. Mr. Bynum stated that discussion has been held with Nick Parker and several of the VCM builders to request help in paying for improvements and construction of a sewer line from the Baltimore lift station which will help with development of the area. Fifty percent of the Armstrong Ford Road Pump Station plans are ready. TRU will need to provide sixty percent completed plans to MT Land in November for pricing as 1,900 houses are being proposed for construction on the Crescent property. Mr. Bynum stated that Labella is surveying the line from Baltimore to that property and working on the design. Due to increased growth in the Armstrong Ford Road area TRU has discussed with developers possibly waiving some fees related to construction of the Armstrong Ford Road Pump Station. Mayor Pro Tem Koutsoupas asked where the Crescent property is located. Mr. Pettine stated it is located off of Lake Wylie Road and is in our sphere of influence.

Town Attorney: Nothing to report.

Town Clerk: The Town Clerk stated she was appointed the District 11 representative for the North Carolina Associations of Municipal Clerks.

Police Department: Deputy Chief Adams reminded everyone of the upcoming 50th police department's anniversary with a reception to be held on Thursday, October 5th, here at Town Hall beginning at 5:00 p.m.

Fire Department: Chief Foulk was absent. The Town Manager presented an activity report to the Board from the Fire Department for review.

Planning: Mr. Pettine stated the Waffle House located on New Hope Road should open soon as the final inspections are being completed. The Planning Director stated he would be out of the office next week as he will be out of town.

Finance: Mr. Lineberger advised the Board that a meeting is scheduled next week to meet with One Digital regarding health insurance and benefits. He advised the Board that the new budgeted position in the Public Works Department has been filled. Commissioner Helms asked if this position was due to the loss of the use of inmates. Mr. Lineberger stated this position was filled as the inmate program continues to be discussed by the State as being phased out in the future. The Town Manager stated the town will continue to use inmate labor as long as the program is available.

Parks and Recreation: Mr. Smallwood was absent.

Committee Reports:

- **Parks and Recreation Advisory Board:** Mayor Pro Tem Koutsoupas stated the Parks and Recreation Advisory Board will meet on Monday, October 2nd. The Youth Fishing Tournament is scheduled for Saturday on Goat Island. The Fall Festival is scheduled for Saturday, October 21st. The CMA's annual golf tournament is scheduled for tomorrow and will be held at the Cramer Mountain Golf Course.
- **Community Committee:** Mayor Pro Tem Koutsoupas stated the Community Committee will be holding a rock painting event on Saturday September 30th from 9:00 to 10:00 a.m. He stated that Belinda Robinson recently found a painted rock with a ladybug on it while she was on Goat Island.

Topics of Discussion for Each Commissioner:

Commissioner Neeley had nothing to report.

Commissioner Abernathy had nothing to report.

Commissioner Helms stated with leaf pick up season arriving soon he wanted to know if there will be an issue with disposal of leaves. He asked if there was a possibility of purchasing mulching equipment or sharing equipment with another town such the City of Belmont.

Commissioner Helms asked if information could be placed in the newsletter asking citizens to help in cleaning up litter. He asked if there is an ordinance regarding littering and if additional signage may need to be erected to help in enforcement. He asked if the groups who are designated for the Adopt a Highway program are active and what type of schedule they are on as they seem to be dormant.

Mayor Pro Tem Koutsoupas asked about the Fit Community signs that the town still has posted dated 2009. The Planning Director stated the Fit Community program has ended. Commissioner Neeley stated she is working with Healthy Gaston about a fitness program for the employees. Mayor Pro Tem Koutsoupas suggested the Fit Community signs be removed.

Mayor Pro Tem Koutsoupas advised the Board and staff that on Tuesday September 26th the Culinary Institute of America will be dedicating the culinary classroom at Stuart W. Cramer High School in honor of Stuart Cramer's daughter, Katherine Cramer Angell, co-founder of the Culinary Institute of America The Vickers family is providing the plaque for installation at the school.

Closed Session: A motion was made by Commissioner Neeley to enter into closed session under NCGS 14331.11(a)(6) to consider the qualifications, competence, performance, condition of appointment of a public officer or employee or prospective public officer or employee. The motion was seconded by Commissioner Abernathy and approved by all.

Adjournment: Upon return to open session and no action taken, a motion was made by Commissioner Abernathy to adjourn at 9:01 p.m. The motion was seconded by Commissioner Neeley and passed by unanimous vote.

Mayor Will Cauthen

ATTEST:

Wilene Cunningham, Town Clerk