

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

December 13, 2018

The Board of Commissioners for the Town of Cramerton met in a workshop session on Thursday, December 13, 2018 at 6:00 p.m., in the G.M. Michael Commission Chamber at the Cramerton Town Hall.

Board Members present: Mayor Will Cauthen; Mayor Pro Tem Demetrios Koutsoupas, Commissioners Susan Neeley; and Donald Rice were present. Commissioner Houston Helms arrived at 6:19 p.m. Commissioner Dixie Abernathy arrived at 7:34 p.m.

Staff Present: David Pugh, Town Manager; Attorney Karen Wolter; Brad Adams, Police Chief; Josh Watkins, Planning Director; and Wilene Cunningham, Town Clerk.

Call to Order and Determination of Quorum: Mayor Cauthen called the 6:00 p.m. meeting to order and determined there was a quorum.

6:00 p.m. Work Session: Website Proposal Responses. Discussion was held by the Board about selecting three firms and possible formation of a subcommittee. Moonray currently maintains the town's website. Big Oak has proprietary software and requires purchase of individual licenses. Mayor Cauthen stated Revize and Municode are both national companies. The Board asked staff to follow up via phone with references from the top three vendors and a follow up call to each of the vendor's representatives. The top three chosen were Revize, Municode, and Big Oak. Commissioner Helms stated he would like to serve informally on the website subcommittee.

Site Selection for Helix R Artwork: Commissioners Rice and Neeley stated they liked the idea of the artwork being placed in Central Park. They stated it would give identity to the park and in the future other pieces of artwork could be added. Mayor Pro Tem Koutsoupas stated he was not in favor of any of the proposed sites. Commissioner Helms stated there is no rush on this item and he would like to get opinions from neighbors before making a decision. The Board discussed receiving input from NCDOT regarding any restrictions or safety concerns along with discussions with Public Works about how the artwork is anchored. Commissioner Rice stated that the firm that will be chosen to do the wayfinding should be informed of the availability of this piece of artwork. Mayor Pro Tem Koutsoupas asked about the future plans for Central Park in the next twenty-four months. The Parks and Recreation Director stated the kudzu and undergrowth would continue to be cleared out, old pipes will be removed off of High Street, gullies will be cleaned out, and the natural surfaces of the trails would be redone. The original plan discussed for Central Park was to maintain it as a passive neighborhood park. Discussion was held about providing Central Park with its own identity which could include artwork.

Miscellaneous Items: Mayor Cauthen stated Alan Hodges with the Banner News wrote an article about the economic growth and encouraged everyone to read it.

Commissioner Helms asked about the possibility of electronic copies of the agenda packet. At this time the Board will continue to receive printed copies.

The Town Manager updated the Board regarding the recent NCLM meeting. The top three goals that were discussed at the last Board meeting did pass. The code enforcement and minimum housing goal was not adopted but one of the League's attorney feels this item may be discussed in this session.

The Board discussed changes that were recommended for the downtown mural such as the number on the plane's tail representing the dedication date. The contract has been signed and installation should begin soon. Information will be included regarding the history of the Army-Navy E Award and the story of women pilots.

A three-minute recess was called.

7:00 p.m. Bi-monthly Meeting:

Board Members present: Mayor Will Cauthen; Mayor Pro Tem Demetrios Koutsoupas, Commissioners Houston Helms; Susan Neeley; and Donald Rice were present. Commissioner Abernathy arrived at 7:34 p.m.

Staff Present: David Pugh, Town Manager; Attorney Karen Wolter; Josh Watkins, Planning Director; Brad Adams, Police Chief; and Joel Lineberger, Finance Director; and Wilene Cunningham, Town Clerk.

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

Invocation and Pledge of Allegiance: The invocation was offered by Commissioner Neeley and the pledge of allegiance was given by all.

Adoption of Agenda for this meeting: The Town Manager asked that a closed session be added to the agenda for discussion regarding economic growth. The committee appointment under Parks and Recreation needs to be amended to an appointment for the Planning and Zoning Board. The NCLM update and Helix R Artwork agenda items can be removed as they were discussed at the 6:00 p.m. workshop session. A motion was made by Commissioner Neeley to adopt the amended agenda. Commissioner Rice seconded the motion and it was approved by all.

Public Comment: Kathleen Broome, 5000-A Riverbed Lane from Cramerton Village, stated she has been a resident for thirteen years. She stated they are having serious high-water pressure issues. Pressure is up to 180 psi and they have had six main water breaks in the last three years and a sinkhole near the storm drain was created when TRU hooked up a fire hose to the fire hydrant and released excess water into the storm drain. The cost of past repairs has been about \$100,000. The last water break lasted for fifteen hours. The property management company was notified and they were not able to cut the water off. Ms. Broome stated four environmental trucks pumped out the water so the contractors could make the repair. The pipes are C900 and the neighborhood was built in 2000. She stated their HOA dues pay for the utilities, road repairs, sidewalks, roofing, and street lights. She asked that the Town of Cramerton oversee the installation of a pressure reducing tank. There have been a lot of residents that have replaced their hot water heaters due to the PRV's failing which has created property damage. The hot water heaters are located in the attics.

Catherine Ryan, 3047-B Misty Harbor Circle, stated she purchased a tankless water heater and the water pressure continues to be an issue. She stated she has lived in Cramerton Village for ten years and she has seen a number of water main breaks. She said they are asking TRU to install a pressure reducing tank and she would like to oversee this.

Jennifer Kenya, 2002-A Cramerton Village Drive, she said she also now has a tankless water heater and water pressure issues continue. She stated her shutoff valve was installed backwards and she had to hire a plumber to locate her outside shutoff valve. She asked that the Town of Cramerton to assist them with this issue.

Mike Adcock, 5001 Riverbed Lane, stated he was a new resident and that the water problem really bothers him and he wants the Town of Cramerton to work with the residents along with TRU to resolve this issue.

AGENDA ITEMS REQUIRING A PUBLIC HEARING:

A public hearing to consider approval for the purpose of voluntarily annexing into the Town of Cramerton, Gaston County parcel numbers 228059, 228060, and 228062 consisting of approximately 5.77 total acres located adjacent to South New Hope Road.

- **Open Public Hearing:** A motion was made by Commissioner Helms to open the public hearing. The motion was seconded by Commissioner Rice and approved by all.
- **Staff Comments/BOC Questions and Answers:** Mr. Watkins stated the parcels are located off South New Hope Road and there are two separate owners, VCM Bowman and Caromont.

Commented [WC1]:

- **Public Comments:** No one signed up to speak.
- **Close Public Hearing:** A motion was made by Commissioner Neeley to close the public hearing. The motion was seconded by Commissioner Rice and approved by all.
- **Annexation Ordinance #2018-01 - Consider approval for the purpose of voluntarily annexing in the Town for Cramerton, Gaston County parcel number 228059, 228060, and 228062 consisting of approximately 5.77 total acres located adjacent to South New Hope Road.** A motion was made by Commissioner Neeley to approve annexation ordinance #2018-01 for the voluntary annexation of parcel numbers 228059, 228060, and 228062 consisting of approximately 5.77 total acres located adjacent to South New Hope Road. The motion was seconded by Mayor Pro Tem Koutsoupas and approved by all.

A public hearing to consider approval for the purpose of voluntarily annexing into the Town of Cramerton, Gaston County parcel number 228061 consisting of approximately 2.50 acres located adjacent to South New Hope Road.

- **Open Public Hearing:** A motion was made by Commissioner Neeley to open the public hearing. The motion was seconded by Commissioner Rice and approved by all.
- **Staff Comments/BOC Questions and Answers:** Mr. Watkins stated this parcel is the remainder of Phase I and the associated parking lot.
- **Public Comments:** No one signed up to speak.
- **Close Public Hearing:** A motion was made by Commissioner Neeley to close the public hearing. The motion was seconded by Commissioner Rice and approved by all.
- **Annexation Ordinance #2018-02 - Consider approval for the purpose of voluntarily annexing into the Town for Cramerton, Gaston County parcel number 228061 consisting of approximately 2.50 acres located adjacent to South New Hope Road.** A motion was made by Mayor Pro Tem Koutsoupas to approve voluntary annexation into the Town of Cramerton, Gaston County parcel number 228061 consisting of approximately 2.50 acres located adjacent to South New Hope Road per annexation ordinance 2018-02. The motion was seconded by Commissioner Helms and approved by all. Mayor Cauthen asked the Board for their consent to have Mr. Watkins and Attorney Bringewatt to review the prior contract and confirm the changes that have been proposed. Mayor Pro Tem Koutsoupas asked about the current roads. Mr. Watkins said those roads are not complete at this time and will be reviewed prior to the town taking them over for ownership and maintenance.

AGENDA ITEMS NOT REQUIRING A PUBLIC HEARING:

Minutes for BOC – Consider approval of the October 18, 2018 and November 1, 2018 BOC meeting minutes. Mayor Cauthen asked that the years of service be added for Sergeant Harris and a correction to the last sentence regarding adoption of the agenda for the October 18, 2018 BOC minutes. A correction to the sentence regarding the approval of the final plat or the final design for the Villages at South Fork for the November 1, 2018 BOC minutes. A motion was made by Commissioner Neeley to approve the amended minutes for October 18, 2018 and November 1, 2018. The motion was seconded by Commissioner Rice and approved by all. Commissioner Abernathy arrived at 7:34 p.m.

Finance: FY 2018-2019 Budget Amendments: Consider approval of FY 2018-2019 budget amendments 2018-05, 2018-06, 2018-07, 2018-08, 2018-09 and 2018-10. A motion was made by Commissioner Neeley to approve the proposed budget amendments. The motion was seconded by Commissioner Rice and approved by all. A signed copy of the budget amendments will be placed in the minutes book.

Board of Commissioners Business:

- **Public Parking by Masonic Lodge.** Attorney Wolter stated a meeting was held with the local lodge members in November. Discussion has been held regarding the process to obtain permission for some of the proposed recommendations. Commissioner Rice asked that staff reach out to the local lodge to keep them involved and informed of the process.
- **Helix R Sculpture.** Discussed earlier at the 6:00 workshop session.
- **Cramerton BOC 2019 Goals and Objective Meeting. Saturday, January 26, 2019 (8:30 a.m. to 12:00 noon) at Cramerton Town Hall with facilitator Darren Rhodes.** Commissioner Abernathy asked that the town's mission statement be discussed at that meeting. Commissioner Helms asked about a possible road trip to visit several areas around town prior to the beginning of the meeting. The Board stated they were in favor in splitting up into several groups with the meeting to begin at 9:30 a.m.
- **Board Appointments:**

Planning and Zoning.

Consider reappointment of Beth Westmoreland for a three-year term. A motion was made by Commissioner Rice to reappoint Beth Westmoreland for a three-year term full voting member to the Planning and Zoning Board ending January 8, 2022. Mayor Pro Tem Koutsoupas seconded the motion and it was approved by all.

Consider appointment of Diana Carlson or Jena Goodman for appointment as an alternate member on the Planning and Zoning Board for a three-year term. A motion was made by Commissioner Neeley to appoint Diana Carlson as an alternate member on the Planning and Zoning Board for a three-year term to serve on the Planning and Zoning Board ending January 21, 2022. The motion was seconded by Commissioner Abernathy and approved by all.

Community Committee:

Consider appointment of Riley Lewis as an alternate member on the Community Committee. A motion was made by Commissioner Rice to appoint Riley Lewis as an alternate member to serve on the Community Committee. The motion was seconded by Commissioner Neeley and approved by all.

- **Cramerton BOC 2019 Official Meeting Calendar: Consider approval of BOC 2019 meeting calendar.** The Town Manager stated that he and Mayor Cauthen would not be available to attend the first meeting in February and asked that the first meeting in February be set for Tuesday, February 5th. Commissioner Helms suggested changing the 7:00 p.m. meeting time to 6:00 p.m. A motion was made by Commissioner Helms to adopt the proposed 2019 meeting calendar with the proposed amendments. The motion was seconded by Commissioner Rice. The vote was 4 to 1 with Mayor Pro Tem Koutsoupas voting nay.

Manager's Report: The Town Manager stated his second daughter was born this week and everyone is doing well.

GENERAL STAFF REPORTS:

Update from Two Rivers Utilities: Mike Bynum presented his report to the Board. TRU will be moving in a mobile press to Eagle Road Wastewater Treatment Plant to dewater the biosolids for removal in the next few weeks. A package has been developed to be sent out for the bidding for the Cramer Mountain sewer easement clearing. The property owners and homeowner's association will be notified prior to the start of the easement clearing. Survey crews will begin surveying the easements for Phase 4. TRU has selected Hulsey McCormick and Wallace to provide engineering services for the preparation of a FEMA Hazard Mitigation to relocate the Big Lakewood Pump Station out of the 100-year flood plain. Construction continues on the South Fork Phase II Regional Sewer Project. The pump station is under construction. Utility

construction continues at the Courtyards at Cramerton. Sewer lines are being laid in the streets and curb and gutter are being installed. The water and sewer lines are essentially complete at the Village at South Fork single-family project. Comments have been returned to the engineer for the proposed improvements for the Baltimore Pump Station and are currently being revised. The latest water and sewer submittals have been reviewed and approved for the Grove at Peach Orchard and the Haven.

The Board asked Mr. Bynum several questions regarding Cramerton Village. Mr. Bynum stated the pipes are aging and he was not aware of what pipes are installed on their side. A pressure monitor could be placed on the hydrant. Pressure reducing valves would be recommended for all of the units. Mr. Pugh stated a pressure reducing tank was requested. Mr. Bynum stated NC Plumbing Code states any pressure over 80 psi then you should install a pressure reducing valve on the private side. Mayor Pro Tem Koutsoupas stated he would like to have a joint informational meeting held to assist everyone in understanding about the water pressure and what is happening. Mr. Bynum stated the plumber from Cramerton Village recommended installation of a pressure reducing valve at the master water meter. Mr. Pugh stated a letter from their homeowner's association outlining the history and associated costs of this issue will be requested. Mr. Bynum stated he is working on gathering information.

Town Attorney: Nothing to report.

Town Clerk: The clerk stated she would be out of the office on Friday as she will be attending the NCAMC District Director's meeting in Raleigh.

Police Department: Chief Adams stated the police department is now fully staffed. The monthly report was distributed.

Fire Department: Chief Foulk was absent.

Planning: Mr. Watkins stated the Planning and Zoning Board will meet on Tuesday the 18th at 6:00 p.m. to discuss a proposed text amendment to the commercial design standards and to review the preliminary plat for the MT Land project. The November code enforcement report was distributed.

Finance: Mr. Lineberger stated expenditures for the past five months are in alignment with what is expected and about eighty percent of property taxes have been collected.

Parks and Recreation: Mr. Smallwood thanked everyone for their participation in the parade and attendance at the staff appreciation luncheon.

Topics of Discussion for Each Commissioner:

Commissioner Neeley wished everyone a Merry Christmas and Happy Hanukkah.

Commissioner Rice stated he attended the MPO meeting where it was approved for the transfer of funding of \$440,000 from the Cramer Mountain Road Sidewalk project to the greenway which will provide connectivity between Cramerton and McAdenville. He reminded everyone that the Santa Ride is scheduled for Saturday and the fire department dinner is scheduled for Friday the 21st. He commended Chief Adams for the recruitment of experienced officers.

Commissioner Abernathy thanked everyone for the planning of the holiday events. She thanked the Town Manager for his accessibility and assistance even during the time his second child was being born.

Mayor Pro Tem Koutsoupas congratulated the Town Manager for the addition of the newest Pugh family member. He asked about the property on Wilkinson Boulevard that was up for auction awhile back as the signs are still up. No updates available but the Planning Director will follow up. He thanked the staff for all the holiday events that were planned and wished everyone happy holidays and is looking forward to working with everyone in the upcoming new year.

Commissioner Helms stated he would like to get another Army Navy E Award flag to display inside the Town Hall. He commented on the Baltimore School pictures now displayed in the hallway.

Mayor Cauthen had nothing to report.

A short recess was called by the Mayor.

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

Adjournment: Upon return to open session and no action taken in closed session, a motion was made by Mayor Pro Tem Koutsoupas to adjourn at 9:45 p.m. The motion was seconded by Commissioner Abernathy and passed by unanimous vote.

Mayor Will Cauthen

ATTEST:

Wilene Cunningham, Town Clerk