

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

**August 16, 2018**

The Board of Commissioners for the Town of Cramerton met in a workshop session on Thursday, August 16, 2018 at 6:00 p.m., in the G.M. Michael Commission Chamber at the Cramerton Town Hall for a discussion regarding Cramerton Fleet Inventory.

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

**Staff Present:** David Pugh, Town Manager; Attorney Karen Wolter; Chief Brad Adams, Police Department; Joel Lineberger, Finance Director; and Belinda Robinson, Recording Secretary.

**Cramerton Fleet Inventory Discussion:** The Town Manager reviewed the fleet inventory and projected needs. The Police Department already has in place a consistent fleet replacement schedule. Police vehicles are replaced every four to five years. Three patrol cars are part of the proposed budget. The police department has a spare vehicle that could be used as a trade-in if needed. The Board discussed the various needs for each department. Much of the fleet capital for the fire department was inherited from the previous volunteer fire department. Discussion was held regarding the fleet needs for the Parks and Recreation Department and Public Works department. Additional information will be presented at the September 6<sup>th</sup> Board meeting. The Finance Director presented information to the Board regarding fund balance.

**7:00 p.m. Meeting:**

**Staff Present:** David Pugh, Town Manager; Attorney Karen Wolter; Chief Brad Adams, Police Department; Josh Watkins, Planning Director; and Belinda Robinson, Recording Secretary.

**Call to Order and Determination of Quorum:** Mayor Cauthen called the 7:00 p.m. meeting to order and determined there was a quorum. He thanked everyone for their attendance at the 6:00 p.m. meeting to discuss the town's fleet inventory.

**Adoption of Agenda for this meeting:** Mayor Cauthen advised the Board that the proposed agenda needs to be amended to remove the closed session of NCGS 143-318.11(a)(3) Consult with the attorney to protect the client-attorney privilege and add NCGS 143-318 (a)(6) To consider the qualifications, competence, performance, character, fitness, conditions of appointment, or conditions of initial employment of an individual public officer or employee or prospective public officer or employee; or to hear or investigate a complaint, charge, or grievance by or against an individual public officer or employee. General personnel policy issues may not be considered in a closed session. A public body may not consider the qualifications, competence, performance, character, fitness, appointment, or removal of a member of the public body or another body and may not consider or fill a vacancy among its own membership except in an open meeting. Final action making an appointment or discharge or removal by a public body having final authority for the appointment or discharge or removal shall be taken in an open meeting regarding personnel. A motion was made by Commissioner Neeley to adopt the amended agenda. The motion was seconded by Mayor Pro Tem Koutsoupas and approved by all.

**Public Comment:** No one signed up to speak.

**AGENDA ITEMS NOT REQUIRING A PUBLIC HEARING:**

**BOC Meeting Minutes**

**Consider Approval of the July 19, 2018 BOC meeting minutes.** Several corrections were presented by Mayor Pro Tem Koutsoupas and Commissioner Abernathy. A motion was made by Mayor Pro Tem Koutsoupas to approve the July 19, 2018 BOC meeting minutes. The motion was seconded by Commissioner Abernathy and approved by all.

## Planning and Zoning

### i. **Gaston County School Property Discussion.**

1. **Staff presentation and BOC Feedback regarding the Wilkinson/Lakewood Small Area Plan Overlay District.** Mr. Watkins advised the Board of a recent meeting with Donnie Hicks of the Gaston County Economic Development Commission to discuss the school property off of Lakewood Road regarding some concerns by potential developers. Both developers mentioned they would like to see stand-alone apartments even though they were prohibited with the adopted small area plan for this property. Mayor Cauthen stated one of the developers shared information regarding a possible different style of apartments from what the Board members were accustomed to seeing such as a condo/apartment duo style. Currently until the overlay design is amended by the Board, construction of stand-alone apartments would not be considered. Commissioner Abernathy stated she liked the wording as is. Commissioner Helms asked if a developer presented plans with stand-alone apartments as part of a proposed project for this would the Board see those. Attorney Wolter stated no as they are not allowed even with a conditional use permit. A text amendment would need to be considered. The Town Manager advised the Board that EDC looks at density numbers on Wilkinson Boulevard especially with the possibility of the CATS Silver Link light rail system being considered as part of the future plans for this area. The stand-alone apartments if considered by the Board would be use by right. A plan would be presented to the Board and allow comments by Board members. Commissioner Abernathy stated she would say no to construction of apartments. The Town Manager stated the Board would be updated as part of the Big Board regarding this parcel.

### ii. **Cramer Mountain Road Sidewalk.**

1. **Action Item: Review and discuss staff recommendation for the transfer of CMAQ funding to another viable project and consider approval to direct staff to move forward.** Information was provided to the Board for consideration of reapplication for CMAQ funding for a new project. After evaluating several options, the completion of the greenway section between the Towns of Cramerton and McAdenville are deemed by staff to have the best chance of scoring highly in the CMAQ evaluation system. The CMAQ grant would be 80 percent federal funding and 20 percent local match. Commissioner Abernathy asked about connecting Eagle Road. Mr. Watkins said a grant was applied for that project and it was rejected. Mayor Pro Tem Koutsoupas said he would like to see an idea of what the Lakewood and Eagle Road intersection will possibly look like in ten years. Mr. Watkins has asked for information from the MPO for information about what projects will be approved and funded. The pedestrian bridge will be added to the small Lakewood Bridge. The Board consensus was to advise staff to proceed with transfer of the CMAQ funding to another viable project.

## Legal:

### i. **Transportation Funding**

1. **Action Item: Federal Conflict Policy and Procurement Policy documents for federal transportation funding.** A motion was made by Commissioner Helms to approve the Federal Conflict Policy and Procurement Policy documents for federal transportation funding. The motion was seconded by Commissioner Abernathy and approved by all.

**BIG BOARD REVIEW:** NCDOT has some changes regarding wayfinding signs and gateway policy. Mayor Cauthen asked for an update regarding the Masonic Lodge. No updates at this time. Bid documents for repairs to Town Hall and the Police Department should be sent out soon.

**Veterans Memorial Update:** Commissioner Helms stated a rehearsal for the program needs to be scheduled soon. Information was presented about what type of items will need to continue to be worked on such as invitations, addresses, seating, etc. The Board thanked everyone for their hard work on this project. Pictures of the statute were shown. A meeting is scheduled for Monday to finalize the uniform to be displayed on the statute.

## **Board of Commissioners Business**

### **i. Cramerton Veterans Memorial Update:**

#### **1. City of Gastonia (Two Rivers Utilities) Donation**

- a. Action Item: Consider approval of Interlocal Agreement between the City of Gastonia and Cramerton in order to receive the donation.** A motion was made by Commissioner Helms to approve the Interlocal Agreement between the City of Gastonia and Cramerton. The motion was seconded by Commissioner Abernathy and approved by all.

**Manager's Report:** The light rail connection public input meeting will be held on August 21<sup>st</sup> at Gaston College Kimbrell campus from 6:00 to 7:30 p.m. A notice of possible quorum will be given.

## **GENERAL STAFF REPORTS:**

**Update from Two Rivers Utilities:** Mike Bynum provided his report to the Board. An update was given on development projects: Courtyards at Cramerton; Village at South Fork single-family homes; Village at Cramerton Mills; and Overlook at Riverside.

**Town Attorney:** The Federal government has completed the Opportunity Zones applications and North Carolina has 252 zones. They are awaiting guidance from the U.S. Treasurer and the IRS on how the actual Opportunity Fund is going to work specifically for those trying to put funds together. Attorney Wolter stated she would keep the Board updated.

**Town Clerk:** No report from the recording secretary.

**Police Department:** Chief Adams presented the July report. Captain Jones, Officer Pena, and himself attended a shooters response session presented by the FBI at Stuart W. Cramer High School.

**Fire Department:** No report from the fire department.

**Planning:** A pre-construction meeting for the Goat Island Greenway extension will be held next week. Mobilization should be happening soon. Several additions to the bike plan were requested from NCDOT. Staff is reviewing plan for the Overlook at Riverside. A code enforcement report will be sent out via e-mail tomorrow. Commissioner Abernathy asked about wayfinding signs and who will pick out the design and colors. The Town Manager stated there is a base style from the rebranding process the Town went through. He said staff and several Board members would review this design information and then the full Board of Commissioners would make the final decision. Mayor Cauthen said someone would be contacted that does design work specific to wayfinding. Josh Watkins stated the code enforcement officer is aware of the ongoing issues on Second Street and there is not an update at this time.

**Finance:** No further updates.

**Parks and Recreation:** Mr. Smallwood was absent.

## **COMMITTEE UPDATES:**

**Parks and Recreation Advisory Board:** Mayor Pro Tem Koutsoupas stated the Parks and Recreation Advisory Board will meet on Monday, September 10<sup>th</sup>, 2018 at 7:00 p.m. at Town Hall.

**Community Committee:** Commissioner Neeley said the Community Committee is looking at purchasing anti-graffiti paint. Cost of this type of paint may be prohibitive. Welcome bags have been prepared. This group mowed the grass for an elderly person on Eleventh Street. The Arbor Day celebration is scheduled for September 29<sup>th</sup>. Bat houses and butterfly boxes are being prepared to be placed on Goat Island. The nativity scene has been refurbished and looks wonderful. The River Sweep will be on March 30<sup>th</sup> or April 6<sup>th</sup> next year. Canoe/kayak storage is being discussed for Riverside. The Back to School Supply Drive will begin soon. The Community Committee members have offered to be available to seat veterans at the Veterans Memorial Event on November 10<sup>th</sup>.

**CCOG:** Mayor Cauthen attended the last meeting and he commented on the struggle of having a minimum of delegates attending. Jim Prosser has returned as the interim director. Representatives from the light rail system presented information at the meeting about extension of this project past Gastonia to Kings Mountain.

**Topics of Discussion for Each Commissioner:**

Commissioner Helms said the gym floor looks great. He asked about the two homes on Hamrick Road that are dilapidated and what is the status for them. The Town Manager said they have already been demolished. Commissioner Helms asked about the sidewalk being taken up on Eighth Avenue near the apartments. No one knew who was doing this work.

Mayor Pro Tem Koutsoupas said the areas around the town's signage on Highway 74 has been cleaned and he thanked staff for the quick cleanup. He asked about the resurfacing of New Hope Road and does this include sidewalk placement. He requested staff to follow up on that project. There is a rezoning sign at the property across from Timberlake and he said he would like to know what the intention was for this property even though it belongs to Belmont. Staff will follow up with the City of Belmont's Planning Director. First day of school is August 27<sup>th</sup> and please be mindful of the increase of traffic.

Commissioner Abernathy thanked Rodney Baker and his staff for the quick cleanup of the tree on Lakewood Road. She said two residents contacted her about having a guardrail installed on Mayworth and she thanked Rodney Baker and his staff for taking care of that item. She wished all our students and educators a wonderful and productive school year.

Commissioner Neeley thanked Commissioner Helms for his leadership for the Veterans Memorial Event. She asked for an update regarding the fallen trees on Cramer Mountain Road. The Town Manager stated Public Works is following up with NCDOT. She also wished all the schools a great startup for the upcoming school year.

Mayor Cauthen said he would like to make the downtown parking a priority and develop an action or plan. He said there was a prior map developed several years ago and he would like for this plan to be found and reviewed again. He said that a tree line frontage for the railroad side on Front Street still needs to be discussed. The Town Manager said this would need to be discussed with the railroad. Mayor Cauthen said a new barbeque restaurant is going to be opening soon at the former Captain Jim's Restaurant on New Hope Road.

**NCGS 143-318.11(a)(3) To consult with an attorney employed or retained by the public body in order to preserve the attorney-client privilege between the attorney and the public body.** A motion was made by Commissioner Neeley to enter into closed session. The motion was seconded by Commissioner Abernathy and approved by all. The Town Manager stated that he, the attorney, and Captain Adams would be in attendance during the closed session.

A two-minute recess was called by Mayor Cauthen.

A motion was made by Commissioner Abernathy to return to open session. The motion was seconded by Commissioner Neeley and approved by all.

**Adjournment:** Upon return to open session and no action taken, a motion was made by Commissioner Helms to adjourn. The motion was seconded by Commissioner Abernathy and passed by unanimous vote.

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Mayor Will Cauthen

**ATTEST:**

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Belinda Robinson, Recording Secretary