

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

The Board of Commissioners for the Town of Cramerton met in a workshop session on Thursday April 18, 2019 at 6:00 pm in the G.M. Michael Commission Chamber at the Cramerton Town Hall.

Board members Present: Mayor Will Cauthen; Mayor Pro Tempore Koutsoupas; Commissioners Houston Helms, Susan Neeley, and Dixie Abernathy. (Commissioner Rice was absent).

Staff Present: David Pugh, Town Manager; Karen Wolter, Attorney; Brad Adams, CPD Chief; Josh Watkins, Planning Director; Joel Lineberger, Finance Director.

Call to Order and Determination of Quorum: Mayor Cauthen called the meeting to order at 6:06 pm and determined there was a quorum.

Adoption of Agenda – A motion was made by Commissioner Neeley to adopt the agenda as presented. The motion was seconded by Commissioner Helms and approved by all.

Public Comment: No one requested to speak.

Work Session Items: Budget Discussion (FY 2019-2020)

- Presentation by Mayor Cauthen (Attached hereto)
 - Mayor Cauthen explained that the purpose of his presentation was to demonstrate how the Town could “catch up” on outstanding capital/maintenance issues utilizing existing fund balance. Going forward, planning for capital expenditures (including maintenance and replacement costs of Town assets) should be included in future annual budgets and CIP planning.
 - Mayor Cauthen included a comparison of Cramerton’s tax and fee rates to Belmont and Mount Holly.
 - Mayor Cauthen identified existing maintenance concerns in Cramerton.
 - Mayor Cauthen identified a plan for utilizing Fund Balance.
- Discussion by Board ensued. Concerns and comments included general agreement regarding:
 - The need to regularly set aside funds from “operating” budget to pay for maintenance of roads, parks, buildings, and other town assets.
 - Discomfort spending general fund dollars unless the expenditure was a good investment generating a reasonable return or benefit for the citizens.
- **The Board requested that staff provide projected revenues and recurring expenses (inclusive of deferred maintenance and capital expenditures) for evaluation.**
- The Board discussed the specific item listed on the Mayor’s Presentation and took the following action:
 - **Upon Motion duly made by Mayor Pro Temp Koutsoupas with a second by Commissioner Neeley, and approved by all, the Board instructed staff to take the following actions with regard to the FY 2019-2020 Budget:**
 - **Include the following items in the Manager’s Proposed Budget for FY 2019-2020:**
 - **\$102,500 for Community Center and Museum Space**
 - **\$115,000 for improvements to Town Center parking lot**

- \$75,000 for Wayfinding (Partial)
 - \$135,000 for Central Park
- **Create an Affinity Exercise for the Board to include the following:**
 - **Fleet Savings Account (\$100,000)**
 - **Phone System (\$22,000) (15 mo ROI)**
 - **PW Truck (\$32,000)**
 - **Christmas Ornaments (\$21,000)**
 - **Police Vehicle (\$49,000)**
 - **Police Vests (\$12,000)**
 - **S. New Hope Road SAP (\$25,000)**
 - **Ordinance Update (\$20,000)**
 - **P&R Master Plan (\$15,000)**
 - **Bobcat Sweeper Bucket (\$10,000)**
 - **Goat Island Bridge Decking (\$26,000)**
 - **Riverside Greenway Asphalt (\$60,000)**
 - **ADA Parking at CB Huss (\$15,000)**
 - **Gym Security Cameras (\$6,000)**
 - **Prepare Board responses to Affinity Exercise for discussion at the May 2, 2019 regular meeting of the Board of Commissioners;**
 - **Move the expense of a Code Enforcement Officer from the “Capital” category to the operational budget in the Manager’s Proposed Budget for FY 2019-2020;**
 - **If the Town comes into possession of bids and it is otherwise appropriate, Staff may present to the Board for consideration Capital Project Ordinances for needed repairs and improvements to the Community Center and Central Park during the current fiscal year.**

Agenda Items NOT Requiring a Public Hearing

a. Courtyards at Cramerton:

Mr. Watkins informed the Board that the Planning Department received the final Plat request for Courtyards at Cramerton, Phase 1 Map 1. This section includes 16 single family residential lots as well as an entrance off Armstrong Ford Road. Mr. Watkins stated that the plat shown (attached hereto) complies with the Land Development Code as well as the preliminary plat on file. In addition, the required infrastructure has either been installed or bonded as required by the Land Development Code. Staff recommends approval of the final Plat for Courtyards at Cramerton, Phase 1, Map 1.

After discussion, and upon Motion duly made by Commissioner Neeley, seconded by Mayor Pro Tempore Koutsoupas, and approved by all, the Board approved the final Plat for Courtyards at Cramerton Phase 1 Map 1.

- b. Discussion of Gaston Community Foundation:** Legal counsel provided the Board with an update regarding the Town’s consideration of establishing a charitable Fund with the Gaston Community Foundation. Legal advised that the Foundation did not currently have another municipality with a “general purpose” Fund but did have several government agencies with Funds for specific projects. Board was also informed that establishment of such a Fund did not violate cash management rules promulgated by the State. **No action taken by Board.**

- c. Discussion regarding Goat Island Greenway Access: Commissioner Abernathy proposed that the Goat Island Greenway Access remain open to the public between the hours of 5:00 am and midnight. In support of this proposal, Commissioner Abernathy stated the following:
 - a. Addition of new fencing along the Greenway has rendered it more safe;
 - b. The Town has articulated the concept of “connectivity” as a primary part of its mission statement. Connectivity includes encouraging access between various parts of Town and locking the Goat Island Greenway reduces connectivity.
 - c. Amenities and use of the Town’s amenities by the public is another primary part of the Town’s mission statement. Closing the path reduces citizens ability to utilize a valuable Town amenity.
 - d. Goat Island, the Greenway and its parking lot are wonderful examples of investments the Town has made to the benefit of citizens. These assets reflect the image this Board wants to project to citizens and visitors to the Town thus their use should be encouraged.

Legal Counsel responded that staff has not changed its recommendation as stated during previous discussions on this topic. Staff continues to recommend that hours of access to the Goat Island Greenway remain the same and not be extended as proposed by Commissioner Abernathy.

Motion was made by Commissioner Abernathy to instruct staff to extend the hours of operation of the Goat Island Greenway from 5:00 am until 12:00 am; the motion was seconded by Commissioner Neeley and vote taken. Commissioners Abernathy and Neeley voted to approve the Motion; Commissioners Helms and Koutsoupas voted nay. Mayor Cauthen voted nay to break the tie, thus the Motion failed.

- d. Discussion regarding BOC meeting days. The Mayor asked Board members if they would be interested in changing town meeting days from Thursday to another day. **After discussion, no action was taken.**
- e. **Commissioner Helms made a Motion to move the regularly scheduled Board of Commissioner’s meeting from May 16 to May 23. The motion was seconded by Commissioner Neeley and approved by all.**

Manager’s Report: Report attached to agenda packet. No discussion.

General Staff Reports (as needed): Report attached to Agenda Packet

- a. Mike Bynum from TRU gave his report: (Attached)
- b. Additional Updates/Reports from Department Heads: No discussion

Committee Updates

Mayor Pro Tempore Koutsoupas provided a brief update of the Parks and Recreation Committee.

Mayor Cauthen provided a brief update of the Community Committee.

Commissioner Comments:

Commissioner Neeley: Brief discussion of Arbor Day.

Commissioner Abernathy: Nothing to report.

Mayor Pro Tempore Koutsoupas: Wished everyone safe travels and Happy Easter.

Commissioner Helms:

- a. Informed the Board he would be out next meeting.

- b. Approached by Cramerton Citizen Ken Parrot. Commissioner Helms asked Town Staff to look into Mr. Parrot's concerns related to placement of billboards in NCDOT right of way.

Mayor Cauthen:

- a. Informed that Board that Dale Bowen passed away unexpectedly. Expressing sympathy and prayers for Mr. Bowen's family on behalf of the Town of Cramerton.

At 8:47 p.m., Commissioner Neeley moved that the Board enter into Closed Session to consult with Town Attorney. The motion was seconded by Commissioner Helms and approved by all.

At 9:05 p.m., Mayor Pro Tempore Koutsoupas moved that the Board come out of closed session. The motion was seconded by Commissioner Helms and approved by all.

At 9:05 p.m., Commissioner Helms moved to adjourn the Meeting of the Board. The motion was seconded by Commissioner Neeley and approved by all.

William Cauthen
Mayor

Karen Wolter
Attorney / Recording Secretary