

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

**May 23, 2019**

The Board of Commissioners for the Town of Cramerton met in regular session on Thursday, May 23, 2019 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 Koutsoupas; Commissioners Houston Helms, Donald Rice, and Susan Neeley were present. Commissioner Dixie Abernathy was absent.

**Staff Present:** David Pugh, Town Manager; Attorney Kevin Bringewatt; Chief Adams, Police Department; Josh Watkins, Planning Director; Joel Lineberger, Finance Director; and Wilene Cunningham, Town Clerk.

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

**Adoption of Agenda:** The Town Manager asked that the agenda be amended and the action item for the presentation and discussion of the bids by Talley & Smith be removed. Mayor Pro Tem Koutsoupas asked that the action item for cancellation of the July 4<sup>th</sup> BOC meeting be removed as this meeting was not part of the meeting schedule as adopted. A motion was made by Mayor Pro Tem Koutsoupas to approve the agenda with amendments. The motion was seconded by Commissioner Helms and approved by all.

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

**Proclamations:**

- **A proclamation recognizing Memorial Day in the Town of Cramerton to honor those who have given their lives in service of their Country.** A copy of the signed proclamation will be placed in the minutes book.

**Work Session Topic Items:**

- a. Community Information Presentation regarding development in Cramerton.**  
A presentation was given by Josh Watkins, Planning and Zoning Director, with information showing the Town's ETJ limits, sphere of influence, the Land Use Plan, Small Area Plans, and possible future expansion of Cramerton. Information was provided explaining the process of development beginning with the zoning permit submittal, public input, recommendations to the Board of Commissioners, and public hearings. Mr. Watkins stated that a map will be on the Town's website that will state the name of the project and what is being proposed.

Mayor Cauthen thanked everyone for being in attendance. He provided an overview of the current projects that are being constructed in Cramerton and the Goat Island Greenway which will allow connectivity to the Town of McAdenville. A fifteen-minute recess was called.

**Consent Agenda.**

- a. Minutes**
  - i. Consider approval of the April 4, 2019 BOC meeting minutes.** A motion was made by Mayor Pro Tem Koutsoupas to approve the minutes for the consent agenda. The motion was seconded by Commissioner Neeley and approved by all. The motion passed unanimously.
- b. Finance**
  - i. Budget Amendment 2019-21: Corrects a previous transfer to the Veterans Memorial Capital Project.**
  - ii. Budget Amendment 2019-22: Reflects newly established revenue received from the Gaston County Township Grant.**
  - iii. Budget Amendment 2019-23: Restores funds expended within the police department from insurance proceeds from COBRA participants.**

- iv. **Budget Amendment 2019-24: Associated with previously authorized capital projects to document establishment of general ledger accounts.**
- v. **Budget Amendment 2019-25: Associated with previously authorized capital projects to document establishment of general ledger accounts.**

A motion was made by Commissioner Rice to approve the budget amendments as proposed in the consent agenda. The motion was seconded by Commissioner Neeley and approved by all. Copies of the signed budget amendments will be placed in the minutes book.

### **Agenda Items Not Requiring a Public Hearing.**

#### **a. Board of Commissioners**

##### **i. Cramerton Building Renovations Capital Project**

1. **Presentation by Talley & Smith of project bids and identification of the lowest responsible bidder.** Bids were due on Tuesday and only one bid was received. Per state statute three bids were needed. The ad will be republished for project bids and an update will be given at the next Board meeting on June 6<sup>th</sup>.
2. **Action Item: Consider directing staff to negotiate and complete a construction contract with the lowest responsible bidder.** No action taken.

ii. **NC General Assembly Outdoor Advertising Laws.** A resolution was presented to the Board in opposition to the proposed changes to the outdoor advertising. Discussion was held regarding the effect of this law in reference to FEMA and the flood plain areas. This law is in the Senate for consideration. The Town Manager advised that this resolution if approved by the Board would be forwarded to Senator Harrington, Representative Torbett, and Representative Bumgardner. A motion was made by Commissioner Helms to approve Resolution 2019-07 opposing HB645 and SB534 Revisions to Outdoor Advertising Laws. The motion was seconded by Mayor Pro Tem Koutsoupas and approved by all.

iii. **Community Committee.** A motion was made by Commissioner Helms to appoint Riley Lewis from an alternate member to serve as a full-time voting member on the Community Committee with his term expiring November 30, 2021. The motion was seconded by Commissioner Neeley and approved by all.

iv. **Action Item: Consider cancelling the July 4<sup>th</sup> BOC meeting.** No action taken as this item was removed from the agenda.

#### **b. Parks and Recreation**

- i. **Action item: Budget Amendment #2019-26 – A budget amendment to replace the C.B. Huss pedestrian bridge (in the lower parking lot).** A motion was made by Commissioner Rice to approved Budget Amendment #2019-26 for \$12,500 to replace the C.B. Huss pedestrian bridge located in the lower parking lot. The motion was seconded by Commissioner Helms and approved by all.

#### **c. Finance**

##### **i. Fiscal Year (FY) 2019-2020**

1. **Action Item: Consider setting the FY 2019-2020 Cramerton Budget public hearing for 6:00 p.m. at the scheduled Thursday, June 6, 2019 Board of Commissioners meeting.** The full budget message will be available as of tomorrow, May 24<sup>th</sup>, for public inspection. A motion was made by Mayor Pro Tem Koutsoupas to schedule a public hearing for 6:00 p.m. at the scheduled Thursday, June 6, 2019 Board of Commissioners meeting. The motion was seconded by Commissioner Helms and approved by all.

2. **Future Revenue Discussion.** Projected revenue information was presented to the Board with projections for the next ten years without reflection of any future revaluations. Estimated population increases with

possible future developments could double the Town's current population and this does not include any possible annexations. The Board thanked the Finance Director for this information.

**BIG BOARD:** The Board consented for the Town Manager to continue working with CaroMont regarding possible placement of the Helix R artwork at their new facility being constructed on South New Hope Road. The Town Manager stated discussion continues with the Masonic Lodge regarding the pavement of the parking lot. Mayor Pro Tem Koutsoupas asked about the tree that is wedged under the aquatic structure at South Fork Village. Mr. Smallwood stated he would follow up on this item. NCDOT will coordinate with Rodney Baker regarding the fog line striping. Mr. Smallwood stated work on the Community Center could possibly begin in June. He is waiting on a timeline from the contractor. All rentals for this structure are blocked off until construction is completed. A motion was made by Commissioner Neeley to delegate the contract approval to the Town Manager per the Town Attorney. The motion was seconded by Commissioner Helms and approved by all. Commissioner Helms asked about an inventory being completed of the donated historical items that are in storage. Commissioner Rice suggested that all historical photos be scanned for safety reasons. Some type of locked storage box was suggested for Stuart W. Cramer's top hat.

Mr. Watkins stated that due to the amount of rain over the last few months the Goat Island Greenway project will not be completed until July or August. He stated there have been some input from citizens about improvements to the one-lane railroad underpass on Eighth Avenue.

The Baltimore School document is in the owner's hands. Commissioner Helms stated he would like to work with the Town Manager to update and freshen some information on the Big Board.

**Manager's Report:** The Code Enforcement report is being modified. The number of zoning permits increased. Parks and Recreation will hold National Trails Day on Saturday June 1<sup>st</sup> and a large crowd is expected again this year. Work continues on the special event permit and this information will be presented at the next Board meeting.

#### **General Staff Reports:**

**Update from Two Rivers Utilities:** Mike Bynum with Two Rivers Utilities presented his report to the Board. Work on Phase 3 of the Cramer Mountain Sewer Easement Clearing Phase is underway. No water or sewer activity at the Courtyards at Cramerton project. The sewer construction is complete at the Village at South Fork single-family homes. TRU continues to work with the engineer for the Villages at Cramerton Mills to reconcile the water line and sewer line conflict on Hamrick Road. The water service and fire service have been installed for the Caromont project. The sewer connection to the high school property from the Grove at Peach Orchard and The Haven projects has been completed. The developer for the Riverside Development is looking for a contractor to do the work and pre-construction meeting will be scheduled to discuss water and sewer once a contractor is chosen. A meeting is scheduled with MT Land on June 12<sup>th</sup> for an update on the project funding and timing.

**Police Department:** Chief Adams thanked everyone for their support of the Law Enforcement Memorial event that was held on May 16<sup>th</sup>. He especially thanked Commissioner Rice for offering the final remarks. He stated his appreciation to Town staff, Captain Jones and Sergeant Harris for their assistance. Captain Adams stated one officer was slightly injured in a recent police chase. He stated the officers handled this situation professionally. Damage to the police vehicles was minimal.

**Parks and Recreation:** Mr. Smallwood stated guided tours of the Goat Island Greenway will be provided on Saturday during the National Trails Day event.

#### **Committee Reports:**

- **Parks and Recreation Advisory Board:** Mayor Pro Tem Koutsoupas stated the Parks and Recreation Advisory Board will meet on June 3<sup>rd</sup> at 7:00 p.m. at Town Hall. The movie in the park will be tomorrow night in the Centennial Center.

- **CCOG:** Mayor Cauthen stated he recently attended a CCOG meeting. He stated it was an effective workshop to discuss factors that affect our municipalities and region.
- **Community Committee:** Commissioner Rice stated the pollinator garden in Central Park is blooming. A family fun day is being planned for kids to build fairy houses. He thanked Jeanne Valliere for her service as a volunteer on the Community Committee.

**Topics of Discussion for Each Commissioner:**

Commissioner Neeley stated she had fun watching the cardboard boat races at the Cramer Mountain Pool. Over nine hundred dollars was raised for donation to the Parks and Recreation scholarship fund. Chief Adams was thanked for the wonderful law enforcement memorial service and Commissioner Rice did an excellent job speaking at the event. She stated how proud she was of the event. She thanked the Town Clerk and the Public Works crew for assisting her neighbor with getting garbage service started.

Commissioner Rice stated he was honored to have been asked to speak at the law enforcement memorial service. He said he was happy to see the Town Clerk’s husband was doing well.

Mayor Pro Tem Koutsoupas said the wayfinding meeting went well and a phone conference was held with Revize about the website. Mr. Smallwood advised the Board that he was waiting on a phone call from the contractor about scheduling a meeting to discuss repairs on the Central Park restroom.

Commissioner Helms stated he was glad to see the Town Clerk’s husband was doing well. He complimented Josh Watkins about the professionalism of the presentation given at tonight’s meeting. He stated Greg Ramsey with Floyd and Blackie’s Coffee Shop advised him of the increased usage of the boat launch and asked for assistance with organizing the parking for that area as it is flowing into his lot, the drugstore’s lot, and the church’s parking area. Commissioner Helms thanked for the assistance from U.S. Congressman McHenry in contacting the post office regarding building clean up.

**Adjournment:** A motion was made by Commissioner Helms to adjourn at 8:22 p.m. The motion was seconded by Commissioner Neeley and passed by unanimous vote.

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Mayor Will Cauthen

**ATTEST:**

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Wilene Cunningham, Town Clerk