

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

June 27, 2019

The Board of Commissioners for the Town of Cramerton met on Thursday, June 27, 2019 at 6:00 p.m., in the G.M. Michael Commission Chamber at the Cramerton Town Hall.

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

Staff Present: David Pugh, Town Manager; Attorney Karen Wolter; 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: The Town Manager advised the Board that Josh Watkins, Planning Director, would not be in attendance at tonight's meeting and recommended that the Planning and Zoning item listed under "Agenda Items not requiring a Public Hearing" that no action be taken.

Public Comment: Greg Ramsey, owner of Floyd & Blackie's Coffee Shop, 165 Eighth Avenue spoke regarding the use of the parking lot for kayak and canoe users. He stated his business was doing very well due to the increase of usage of Goat Island and the popularity of the town. His concern was the need for signage downtown regarding public parking to direct visitors where they should park to launch their canoes and kayaks. An entrance off Eighth Avenue into the downtown parking lot would be advantageous. He recommended that parking information should be posted on the town's website. He thanked the Board for assisting with this matter and complimented Mr. Smallwood and his staff on the great job they are doing.

Proclamations and Resolution:

- **Independence Day Celebration:** A proclamation celebrating July 4th as Independence Day in Cramerton (and in the United States) to honor America's 243rd year as an Independent Nation. A copy of the signed proclamation will be placed in the minutes book.
- **Mayworth Public School Centennial Proclamation:** A proclamation celebrating the Centennial Anniversary of the Mayworth Public School. A copy of the signed proclamation will be placed in the minutes book.
- **Resolution #2018-08:** A resolution to acknowledge commitment of support to combat opiate addiction in Gaston County. A copy of the signed resolution will be placed in the minutes book.

Work Session Topic Items:

Action Item: Consider motion to enter into closed session for the following:

1. **NCGS 143-318.11(a)(6) To consider the qualifications, competence, performance, condition of appointment of a public officer or employee or prospective public officer or employee.** A motion was made by Commissioner Helms to enter into closed session. The motion was seconded by Commissioner Neeley and approved by all.

A motion was made by Commissioner Helms to return to open session and seconded by Commissioner Neeley. The motion passed by unanimous vote. No action was taken by the Board.

Staff Present: David Pugh, Town Manager; Attorney Karen Wolter; Brad Adams, Police Chief; Joel Lineberger, Finance Director; Eric Smallwood, Parks and Recreation Director; Lance Foulk, Fire Chief; and Wilene Cunningham, Town Clerk were in attendance after the closed session. Josh Watkins, Planning Director, was not in attendance.

Consent Agenda.

a. Minutes

- i. **Consider approval of the May 23, 2019 and June 6, 2019 BOC meeting minutes.** A motion was made by Commissioners Rice to approve the consent agenda. The motion was seconded by Commissioner Helms and approved by all.

Agenda Items Not Requiring a Public Hearing.

a. Planning and Zoning.

i. Market Street Area Plan.

1. **Presentation and plan overview by Demetri Baches of Metrocology.** Information was presented regarding the Market Street Area Plan. Mr. Baches stated this plan was initiated at the beginning of last year and advised the Board of the importance of proper zoning and development for the limited amount of land space that the town has available. Illustrations were shown providing information about the connection from the City of Charlotte via the Silver Line light rail system. Improvements to the Wilkinson Boulevard Bridge and widening of Interstate 85 were discussed. Mr. Baches stated it was important that there be a five to ten-minute walking radius for commuters to be able to live, shop, and have accessibility to restaurants, parks, and greenways. Commissioner Abernathy asked if apartments were part of this plan. Mr. Baches said yes and includes townhomes and condominiums.
2. **Action Item: Consider adopting the Market Street Small Area Plan.** Further discussion of this item will be held at the July 18th Board of Commissioners meeting.

b. Parks and Recreation

ii. Parks and Recreation Master Plan Update.

1. **Action Item: Discuss the Draft RFP, provide feedback and direct staff to move forward with RFP timeline.** The consensus of the Board was to proceed with updating the Parks and Recreation Master Plan in order to assist in the requesting of funding from PARTF.

ii. Goat Island.

1. Facility Flood Preparation and Response.

Action Item: Consider flood mitigation upgrades to Goat Island Park Facilities. Eric Smallwood presented information about the placement and cost of artificial playground turf. The cost would be \$100,000 with a ten-percent contingency for a total of \$110,000. Discussion ensued regarding the impact of this purchase and maintaining the current fund balance. Commissioner Abernathy asked about possible other items that were budgeted be considered for removal until a later date. Commissioner Helms asked about the total expenditures for repairs due to flooding. Mr. Smallwood advised the Board of the number of man hours required to replace the mulch and make repairs. Due to the dampness of the mulch and retention of moisture, this leads to rotting of the wooden components of the park. Mr. Smallwood stated he visited a playground with the proposed playground turf and the parents and children love it. The binder is sand. The UV warranty is ten years and the product warranty is five years. Additional bollards will be placed to block any vehicular traffic along with additional signage. Mr. Smallwood said all of the benches have been located but a few of the tables are still missing. A motion was made by Mayor Pro Tem Koutsoupas to approve and move forward with the flood mitigation updates to the Goat Island Park Facilities. The motion was seconded by Commissioner Rice. A motion was made by Commissioner Abernathy to amend the above motion to approve the contingency upon an equivalent capital project, or two, being placed on hold until the funding is available. Mayor Pro Tem Koutsoupas asked if insurance covered any of the flood damage. The Finance Director stated the National Flood Insurance program does not cover anything adjacent, or in water, or does not have walls. Commissioner Helms seconded

Commissioner Abernathy's amended motion. The amended motion passed unanimously.

c. Fire Department

i. Fire Station Staffing

- 1. Action Item: Consider increases to staffing at the Fire Department. Chief Foulk presented an update for an increase of staffing at the Fire Department.** Chief Foulk advised the Board of the need for additional staffing to improve service delivery and reliability. Discussion was held regarding mutual aid by other local fire departments. The Board asked if this would affect the fund balance. A budget amendment will be prepared for the next Board meeting. A motion was made by Commissioner Rice to approve the increase for additional staffing at the Fire Department. The motion was seconded by Commissioner Helms and approved by all.

d. Board of Commissioners

i. Appointments to Boards Policy

- 1. Action Item: Review, discuss, and provide feedback to staff regarding draft appointment to Board's Policy.** Commissioner Rice thanked Attorney Wolter for her input regarding the development of this document. A nominating committee will need to be formed 90 days prior to appointments. A motion was made by Commissioner Neeley to approve the draft appointment process for the ABC Board and the Planning Board to the Board's policy. The motion was seconded by Commissioner Rice and approved by all.

BIG BOARD: Insurance has been filed for the damages to the aquatic structures from the recent flood. No update has been received from the Masonic Lodge. The fog line on North Main Street should be completed in July. The tree debris on the small Lakewood Bridge will need to be removed by the property owner prior to any further repairs by NCDOT. An update on the Baltimore School will be given in July. Wayfinding signage is being discussed with NCDOT. Mr. Pugh stated he would follow up with Mr. Bizzell next week to discuss kayak/canoe parking signs for the downtown area. Commissioner Rice asked that the code enforcement entry be removed.

Manager's Report: Mr. Pugh advised the Board that Wayne Krimminger would begin work on Monday as the Town's Code Enforcement Officer. Mollie Caldwell is working as an unpaid intern as she is pursuing a NC State political science major.

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 is almost complete. Phase 4 of this project will begin in early July and property owners will be notified. Water and sewer construction are complete at the Courtyards at Cramerton. As-built drawings are under review. The sewer construction is complete at the Village at South Fork Single-Family project. Lines have been tested. Water line construction has not started. Plans have been approved for the Village at Cramerton Mills to resolve the water line/sewer line conflict on Hamrick Road. Some preliminary work has begun for the new connection to the 12" water line. Sewer and water are complete at the Grove at Peach Orchard. Testing was completed today. Water is complete at The Haven and sewer is about 95 percent complete. Construction is nearing completion on the South Fork Phase 2 Sewer Project. Pump operational testing has been completed. Engineering certifications for the pump station and force main have been sent to NCDEQ for review and approval. All right-of-way has been acquired for the Southeast Sewer Project for Phase 1 and easements have been acquired from nine property owners in Phase 2. TRU continues to work with the property owners of the Evergreen Cemetery on the easements for the gravity line to the Baltimore Pump Station.

Parks and Recreation: Mr. Smallwood stated Goat Island should be open by the end of next week.

Committee Reports:

Parks and Recreation Advisory Board: No meeting will be held in July.

Community Committee: Commissioner Neeley stated she attended the recent meeting as their liaison. She stated that Marcie Grant asked her to mention at the upcoming Board meeting the issue of speeding on Mayworth Avenue. Chief Adams stated he would look at increased enforcement in that area.

Topics of Discussion for Each Commissioner:

Commissioner Abernathy stated that several homes in the Lakewood area had water heaters affected by the recent water repair. Mike Bynum stated pressure reducing valves will protect their plumbing. Commissioner Abernathy advised the Board that she had a paragraph published and that she also had served as the baccalaureate speaker at Stuart W. Cramer High School. She commented on how amazing the high school is. She congratulated the graduates and the wonderful job the staff is doing there.

Commissioner Rice commented on the police report regarding drug calls. Chief Adams stated that many calls are difficulty with breathing and do not involve the use of Narcan. Commissioner Rice stated the new inflatable watercraft is a great asset to the fire department as it is very mobile and can get into tight spaces.

Commissioner Neeley stated she attended the Montcross event for Libby Lou's and the Teacher Box on Market Street. She assisted with the crisis team at Cramerton Middle School for the twelve-year old that died. She stated there have been two drownings in the area.

Commissioner Helms asked Mr. Smallwood to send him the address for the playground in Charleston as he will be in the area and would like to visit the site. He stated he may not be in attendance at the July 18th meeting.

Mayor Pro Tem Koutsoupas stated he wants to hear the Planning Director's comments regarding the Small Area Plan and the open meeting that was held. He asked about the status of the bathroom repair for Central Park. Mr. Smallwood stated the locks have been vandalized and the contractor cannot gain access. The Mayworth School centennial and the town's fireworks event are scheduled for Saturday. Notification has been issued to businesses regarding the fee schedule for use of town property for events.

Adjournment: A motion was made by Commissioner Helms to adjourn at 9:34 p.m. The motion was seconded by Commissioner Abernathy and passed by unanimous vote.

Mayor Will Cauthen

ATTEST:

Wilene Cunningham, Town Clerk