

STATE OF NORTH CAROLINA  
COUNTY OF GASTON  
TOWN OF CRAMERTON

August 6, 2020

The Board of Commissioners for the Town of Cramerton met on Thursday, August 6, 2020 at 6:00 p.m., as a hybrid meeting consisting of in person attendance at the Community Center and virtual meeting via Zoom.

**Call to Order and Determination of Quorum.** Mayor Cauthen, Commissioner Abernathy, Atkinson, Mayor Pro Tempore Koutsoupas, Commissioner Neeley, and Commissioner Rice were present.

**Staff Present:** David Pugh, Town Manager; Attorney Karen Wolter; and Captain Jones were present in person. Josh Watkins, Planning Director; Eric Smallwood, Planning Director; and Wilene Cunningham, Town Clerk.

**Invocation and Pledge of Allegiance.** Commissioner Neeley provided the invocation and the pledge of allegiance was given by all.

**Adoption of Agenda for this meeting:** A motion was made by Commissioner Neeley to adopt the proposed agenda. The motion was seconded by Commissioner Rice. The vote passed 5 to 0 in favor.

**Note:** There will be no General Public Comments Section for this August 6<sup>th</sup> BOC meeting. The General Public Comments Section for the month of August will be held at the August 20<sup>th</sup> BOC meeting.

**Proclamations**

**A proclamation honoring those recipients of the Purple Heart Medal who have selflessly served the United States of America.** A copy of the signed proclamation will be placed in the minutes book.

**Consent Agenda (Action Item):** Consider approval of the consent agenda.

**Minutes**

- a. **July 16, 2020 meeting minutes.** A motion was made by Commissioner Rice to approve the consent agenda. The motion was seconded by Commissioner Neeley. The vote was 5 to 0 in favor.

**Agenda Items Requiring a Public Hearing**

**Public Hearing 1 - A public hearing to consider the voluntary annexation request from Palmetto Bluff Company, LLC to annex approximately 479 acres off of S. New Hope Road, Parcel ID's 222767, 222768, 216850. A portion of Parcel ID 222767 is within the Town of Cramerton's Extra-territorial Jurisdiction; the remainder of the land is currently under Gaston County's Zoning Jurisdiction, but within the Town's future annexation area.**

- a. **Open Public Hearing:** A motion was made by Commissioner Rice to open the public hearing. The motion was seconded by Mayor Pro Tempore Koutsoupas. The vote was 5 to 0 in favor.
- b. **Staff Comments:** The Planning Director advised this was a voluntary annexation request for 479 acres off of South New Hope Road. A portion of parcel ID 222767 is within the Town of Cramerton's extra-territorial jurisdiction. The remainder of the land is currently under Gaston County's zoning jurisdiction, but within the town's future annexation area. The applicant is requesting annexation into the Town of Cramerton so that the Board of Commissioners may consider a mixed-use Conditional Zoning request for this property.
- c. **Developer Comments:** No comments offered at this time.
- d. **Board of Commissioners Q&A:** No questions at this time.

- e. **Public comments:** John Searby, 397 Lake Wylie Road, Belmont, North Carolina stated he would like additional information regarding clarification from the developer about annexation of existing homes and adjacent properties who choose to being annexed into the town. Mayor Cauthen stated he would have staff respond to that question.

Heather Levine, 529 Lake Wylie Road, Belmont, North Carolina voiced her concerns about the effect of this project on the environment. The current buffer is being listed as twenty-five (25) feet and she would like to see 75 to 100-foot buffers. Concerns include water runoff due to the increase of impervious areas; increased traffic; wetlands; wildlife; natural buffers; open space; stormwater; erosion control; and sedimentation entering into the lake. Area schools are at full capacity. She would like to see 75 to 100-foot buffers to preserve the woodland feel of the neighborhood. The proposed preserved open space by MT Land originally was 153 acres and now has been reduced by forty-one (41) acres. The current proposed 112 acres of open space includes seventeen (17) acres designated for the Catawba Crossing and municipal areas and should not be included. She would like to see this plan reworked.

- f. **Close Public Hearing:** A motion was made by Commissioner Atkinson to close the public hearing. Commissioner Neeley seconded the motion. The vote was 5 to 0 in favor.

**Note:** Due to COVID-19, the State of NC is requiring that any municipal government wait at least 24 hours after closing the public hearing to make a decision regarding a public hearing matter. Therefore, in compliance with the State of NC Law, the Cramerton BOC currently plans to make their decision on this public hearing at the August 20, 2020 BOC meeting.

**Public Hearing 2 - A public hearing to consider MT Land, LLC's request for a conditional rezoning of approximately 479 acres off of S. New Hope Road for a mixed-use development. This rezoning request would allow for up to 1,070 single family homes, of which no more than 275 units can be attached townhomes, 80,000 square feet of retail/commercial uses, 100,000 square feet of office uses, and 70 acres of business park/light industrial use.**

- a. **Open Public Hearing:** A motion was made by Mayor Pro Tempore Koutsoupas to open the public hearing. The motion was seconded by Commissioner Rice. The vote was 5 to 0 in favor.
- b. **Staff Comments:** The proposed development would allow for 1,070 single family homes, of which not more than 275 units can be attached townhomes; 80,000 square feet of retail/commercial uses; 100,000 square feet of office uses; and 70 acres of business park/light industrial use. The site plan has been designed so that each of the proposed uses aligns as closely as possible within the areas shown with each of the Land Use Plan Recommendation area. A Development Standards document has been provided outlining the specific standards to be used to guide the development of this community. A traffic impact analysis has been conducted for this site. Staff is recommending approval of the request with the following conditions for the development:
  1. Applicant shall be responsible for obtaining all local, state, and federal permits that may be required for the development of this site. Copies of all such permits shall be provided to the town when obtained.
  2. Applicant agrees to abide by the Development Standards as approved. In any case where the development standards have failed to address a certain aspect of development, the provisions of the Land Development Code shall be applied.

The Planning Director presented information regarding the four different sub zoning districts. Area A is the residential portion which will be used for 1,070 total units consisting of 275 townhomes and 795 proposed single-family detached homes. Twenty-five (25) foot buffers will be adjacent to existing communities and roads. Public streets will be built to high standards including curb, gutter, and

sidewalks on both sides. There will be definitive fifty (50) foot and sixty (60) foot right of way road cross sections used. Area B will include 100,00 square feet of office uses and up to 80,000 square feet of commercial retail space and architectural standards shall follow Sections 5.18 of the Land Development Code. Area C will be used for business park industrial light use near the proposed Catawba Crossings area. This area consists of seventy (70) acres and will be used for 1,000,000 square feet of business park and light industrial uses. The Town and NCDOT have until December 31, 2040 to get the Catawba Crossings on STIP (Strategic Transportation Improvement Program). If this does not happen then this area will convert to residential and be developed as 350 single-family attached or detached homes, no apartments. This area cannot support business park/light industrial without Catawba Crossings. Area D consists of fifteen (15) acres and will be used primarily for park and trailhead for the Carolina Thread Trail along with and the public works facility and storage for police and emergency services. One area may be used for future commercial growth depending on the realignment of Armstrong Ford Road. The developer is reserving 180 feet of future right of way for Catawba Crossings and the Town has twenty (20) years to work with NCDOT. The traffic impact analysis has been completed and approved by the Town and NCDOT. The developer will dedicate a twenty-five (25) foot easement to accommodate the Carolina Thread Trail and construct ten (10) feet of asphalt greenway trail as each phase of development is constructed. This would be about 2.2 miles of proposed trail and will be considered a Town facility that the developer will construct and then be dedicated to the Town. A twenty-five (25) foot perimeter buffer will be around the entire project to offer a visual separation from adjacent developments. Twenty-five (25) foot buffers will be added where residential areas abut existing streets such as Duck Cove, North Lake Wylie Road, and Lake Wylie Road. The 100-foot buffers will be placed where business park/light industrial areas abut residential areas. An overview of the buildout was provided and showed the number of units proposed to be built per year along with the population increase.

- c. **Developer comments:** Bridget Grant, Land Use and Developer with Moore and Van Allen Law Firm, introduced herself along with Paul Shriver with MT Land Acquisition and Development, and Steve Vermillion with MPV Properties. She stated the advantages of a conditional rezoning process allows for community engagement, certainty of development, higher level design standards, and public benefit. The by right option would have allowed 925 units and the conditional option will allow 1,070 units which provides 145 additional homes with significant public benefit. Changes made after the Planning Board meeting included addressing erosion control opportunities; extending the Catawba Crossings reservation time; increasing stream buffers; confirm open space; and increase buffer treatment. The conditional zoning would provide a minimum of twenty (20) percent common open space; commitment of quality materials (no vinyl); three (3) sites totaling thirteen (13) acres at no cost to the Town; commitment to reserve corridors (14.5± acres); commitment to reserve seventy (70) acres; and identified thirty-two (32) acres for commercial uses.

Laura Reid, traffic engineer with Kimley-Horn, addressed the Board regarding the traffic impact analysis. The purpose of the traffic impact analysis was to evaluate and identify improvements to mitigate traffic impacts of the proposed development consistent with the Town's and NCDOT's (if applicable) mitigation requirements. The purpose was not to correct existing deficiencies of the transportation system but to help in mitigating the impact caused by the development. The proposed development did warrant a traffic study under NCDOT requirements and they were involved in the traffic impact analysis process. The GCLMPO was also involved in the process. Phase 1A will include 500 single family homes; phase 1B includes 430 single family homes and 140 townhomes; Phase 2 includes 100,000 square feet of general office space and 80,000 square feet of shopping center space; and Phase 3 will include the Armstrong Ford Road realignment with the build-out year of 2029. Traffic volume information was collected in May 2019. Other future off-site developments such as Worrells River and McLean developments were considered. Planned projects such as the South New Hope River widening;

Armstrong Ford Road realignment; Catawba Crossings; and South Fork Greenway were also taken into consideration.

- d. **BOC Q&A:** Mayor Pro Tempore Koutsoupas asked Ms. Reid about the mitigation improvements that are being proposed as they relate to NCDOT and the developer. Ms. Reid advised that any items not identified as being NCDOT improvements will be the responsibility of the developer. Commissioner Abernathy asked about the 795 and 295 split for the number of units. Ms. Grant said the total number of units was 1,070 in their presentation. The Planning Director said no more than a total of 275 units of the entire 1,070 units may be townhomes. There can be less townhomes and more single-family homes but there cannot be no more than 275 townhomes. Commissioner Rice stated this looks like a ten (10) to twelve (12) year project buildout and he stated his concern about the appearance of the site during the years of developing in phases prior to moving into the next one as he does not want to see any clear cutting on site. Paul Shriver of MT Land stated that the development would be done in sections as the State does not allow disruption of this much acreage. The first phase would include the construction of the connector road of Armstrong Ford Road to Lake Wylie. There will no mass grading of the entire site. Commissioner Abernathy asked about erosion control and sensitivity to the environment and asked about the use of the word “shall” in their presentation. Ms. Grant said it is not unusual to use this language as this is a legally binding document and it is purposely written this way as the entitlements and the commitment is not known at this time and allows them to work with staff and any other agencies in good faith. Mr. Shriver stated that the State has strict guidelines about water runoff. A design requirement is that the pre-development number for runoff of stormwater be required to match the post-development runoff number. Mr. Shriver said they are willing to meet with the Riverkeepers and to discuss various means of stormwater retention to be implemented on site. Mayor Pro Tempore Koutsoupas asked about the last page of the Planning Director’s presentation that included the Town’s Land Use Plan and the airport positioning study. The Planning Director stated the airport positioning study was commissioned about two (2) years ago. This plan preserves right of way for the Catawba Crossings and seventy (70) acres for a future industrial/business park. This area was identified for future development for the Catawba Crossings and connectivity to Interstate 485 with a direct route to the airport and is consistent with the Town’s Land Use Plan proposed use for this area. Mayor Pro Tempore Koutsoupas asked for a description of the twenty-five (25) foot landscape buffers and would they be maintained by the homeowner’s association. Mr. Shriver stated the twenty-five (25) foot buffers would extend around the entire perimeter of the property. The quality and location of the trees and bushes shall be determined at the time of the disruption and will be replaced per the development standard guidelines. Mayor Pro Tempore Koutsoupas asked about the fifty (50) foot buffers for tributaries with a minimum of thirty (30) feet. Mr. Shriver said the buffer area around the tributaries can be a little tricky due to the topography. Ms. Grant stated the average buffer is listed as fifty (50) with no intention of any stream buffers being less than thirty (30) feet. Mayor Pro Tempore Koutsoupas asked about inclusion of twenty-five (25) foot buffers between any residential and commercial areas. Mr. Shriver said there is a natural creek buffer. Ms. Grant said the developer would review these areas and could add this a condition. Mayor Pro Tempore Koutsoupas asked about the official name of the proposed project since it includes the name “Riverside” and there are several areas with a similar name. Mr. Shriver stated the official name is “Overlook at Riverside”. The Planning Director stated he spoke with Gaston County addressing which is housed in the Planning Department and there are two other local projects that include the name “Riverside”. At this time the current name for this project will be considered as the “project name” and the final name will need to be signed off by Gaston County. Commissioner Atkinson asked about the buffers and screenings for the commercial property. The Planning Director stated the buffers between commercial and residential will be the screening. The twenty-five (25) landscaped areas will be put in place to provide screening and is separate from required building setbacks from property lines. Commissioner Abernathy asked about the construction of apartments and the Planning Director confirmed there would be no apartments built in this proposed project.

Commissioner Rice commented on the economic impact on the town and this proposed project's effect on the town if this property if not annexed into the Town of Cramerton and was under the control of Gaston County. The Town Manager said emergency services from Cramerton would respond as mutual aid even if the property remained under the county's jurisdiction.

- e. **Public Comments:** John Searby read his email from August 4<sup>th</sup> that had been submitted to the Town into the record.

"This property is some of the most beautiful and important in South Gaston County for many reasons and I believe it deserves to be very carefully stewarded. If you have walked this property since it was logged, as my family and I have, you would know that it has some amazing topographic features, some huge mature hardwoods, and several major creeks running through it. These creeks are of particular interest to Catawba Riverkeeper because for 23 years we have been working to protect the quality and quantity of water in Lake Wylie and the South Fork River, and from the beginning, reduction of forested areas along our creeks, streams, and rivers has been the primary cause of both pollution and sedimentation. When we clear cut just an acre of forest and pave it; an inch of rain on that newly impervious property causes 27,000 gallons of storm water runoff; on forested land, that same inch of rain on an acre is completely absorbed and never leaves the site. The existing creeks on this property need to be carefully preserved to ensure that our lake does not become impaired further from this type of runoff from this property. Just this spring, the cove that we live on has been closed by sedimentation and we expect this to continue with increased development. Absent a unified approach to development amongst the communities of Gaston County, we continue to load sedimentation and pollution into the South Fork River and Lake Wylie. It will only be with closely guarded protections by the county and the communities as well as a thoughtful and responsible approach by developers that we can slow this trend.

I do not believe that we can stop this development tonight; the town is going to approve this annexation and conditional zoning in an effort to feed the growing appetite for development in Gaston County. So I'm not here to fight tonight - I am here to ask the developer of this property to choose to be UNCOMMON. I'm asking you to walk this property with me before you complete your engineering and to go above and beyond the minimum expectations that the town is going to place on you because you have an opportunity to have the most beautiful development in South Gaston County if you work with the land, treat her right, and protect what she naturally has to offer. Be UNCOMMON and develop a property consistent with this county's Go Gaston brand because it will draw people who want to live in a beautiful, natural, preserved property, not one that worries about a certain number of houses or a certain type of retail. Just because the town is allowing you to build 1,070 homes does not mean you have to build them all. You can willingly add more greenspace, larger creek buffers, and retain more native trees because it will be good business; it will create a neighborhood that exceeds market rates for price per square foot and beats its competitors for occupancy. All because you CHOOSE to be UNCOMMON.

If you do this, not all of your new neighbors will be happy, but you will be building a neighborhood that draws people who want to be our neighbors and who appreciate the fact that you have chosen to be better than the minimum and have built something unique and UNCOMMON.

I am offering my personal and professional assistance in ensuring this can happen if you are interested in engaging it."

Thank you,  
John Searby  
Executive Director  
Catawba Riverkeeper Foundation

Attorney Wolter read the second email received as public comment from Peter Schuler into the record.

"To whom it may concern:

My name is Peter Schuler and I live at 537 Lake Wylie Road. I am an environmental engineer with 30 years of experience designing wastewater treatment plants and am licensed in 7 states. Many of these states have much more stringent environmental requirements than North Carolina. My concerns about this project are numerous, but I have chosen to focus on environmental issues such as wetlands, wildlife, natural buffers, stormwater, erosion control and wastewater pump stations as well as increased traffic and open space (as promised by MTLand).

#### **WETLANDS AND WILDLIFE**

MTLand should be required to conduct a full wetlands delineation and project walkover to identify all wetlands, streams, and artesian springs. In addition, MTLand should be required to conduct an

endangered species analysis to confirm that no endangered species such as bog turtles, Schweinitz's sunflower, or bald eagles that are often seen fishing near the power lines are affected by this development.

#### **NATURAL BUFFERS**

In re-zoning applications to Gastonia, they promised 70 ft wide buffers. Yet this current application only provides 25 ft, which closely matches the width of the strip of trees that remains along Lake Wylie Road after the recent "thinning" which looks more like clear cutting. Although my wife and I want to see 200 foot wide natural buffers to allow some of the wildlife to remain like the four deer I saw on the way to work this morning, we could accept 75-100 foot buffers to preserve some of the woodland feel that used to exist. Again, I took a hard look at their conceptual site plan to determine the impact to the project if 100 ft buffers were required. It would require MTLand to reconfigure 40 lots and reduce the total number of residential lots by 50. This seems like a reasonable compromise to me and restores about 10 acres of open space.

#### **STORMWATER AND EROSION CONTROL**

I am also concerned that the addition of so much impervious area (roads, roofs and driveways) and traffic will greatly increase the amount of stormwater runoff and sediment washed into our shallow coves, which are already overwhelmed by other upstream developments. Currently, most of the drainage is retained by the forested acreage, and the only drainage we get is through a few small creeks and from Lake Wylie Road itself. We expect this will change when MTLand intensively grades the site to maximize the number of houses they can cram on this property. MTLand should be required to provide bio-retention areas, natural erosion control methods, at least a 50-foot buffer from all Lake Wylie tributaries, man-made wetlands and anything else required preventing sediments and additional stormwater from entering the Lake.

I have lived on Lake Wylie Rd for almost 18 years. Over the years, it has become impossible for many residents on our street or off the coves in the area to be able to use their boats. The amount of sediments that have accumulated over the recent 10 years have contributed to deteriorate this part of the Lake. The development set for by MTLand will deteriorate it beyond repair if runoff control methods as listed above are not put in place.

#### **PUMP STATIONS**

Although you require MTLand to construct the new pump stations 100 ft from residential lot lines, odors and noise can easily travel further than this. MTLand should be required to eliminate all odors and noise and construct the pump stations to look like houses to aesthetically blend in with the community. My company has done this elsewhere such as Isle of Palms, South Carolina and Fulton County, Georgia.

#### **INCREASE IN TRAFFIC**

Although you have had MTLand conduct a traffic study, there are no plans on the books to improve traffic flow other than some very localized changes. These "improvements" will not have much effect on helping the traffic to move from South New Hope to I-85. There are no plans to widen Armstrong Ford Road anytime soon and that traffic is already bad. Even if Armstrong Ford Road was widened, the traffic would come to a standstill in Belmont with no way to quickly get to I-85 and there is no chance that the roads in Belmont will be widened. Prior to COVID-19, my GPS normally sent me via Eagle and Lakewood Roads right past the Stuart W. Cramer High School to Wilkinson Blvd. and then I-85 rather than through Belmont if I left after 7 AM. This traffic is only going to get worse and it is going to end up affecting your town more than you think.

#### **OPEN SPACE**

At a recent community meeting MTLand presented a slide claiming that they were "preserving" 153 acres or >30% of the property as open space. I recently checked their calculations using Autocad. To ensure that the scales were right, I first checked the claimed 28 acres of buffer and the overall project acreage. Both those values were extremely accurate. However, when I tried to confirm the 153 acres of open space claimed by MTLand, I was only able to find 112 acres no matter how hard I searched. I assume the lost "41 acres" are roadways and other paved surfaces which should not count as open space in my book.

In addition, the 112 acres of open space include 17 acres for the future Catawba Crossing and Municipal Areas. These 17 acres should not be counted as open space, because there is no guarantee they will remain open space in the future. Therefore, MTLand should not be claiming more than 95 acres of open space are being preserved. Even a large portion of that "open space" has issues as it includes the Duke Power Right of Way which is sprayed with weed killer every year, wastewater pump stations, and sediment ponds to collect runoff. I want the planning department to verify all claims made by MTLand in their rezoning application as what they claim is not necessarily true. If necessary, I would be glad to assist the planning department by checking MTLand's calculations.

#### **CONCLUSION**

I ask that you verify all claims by MTLand regarding open space and require all buffers to be between 75 and 100 feet wide with a natural woodland like appearance. MTLand should be required to conduct a full

wetlands delineation and project walkover to identify all wetlands, streams, and artesian springs. In addition, MTLand should be required to conduct an endangered species analysis.

Sincerely,

Peter F. Schuler, PE.”

Wil Neumann, 3215 Grange Court, Cramerton asked that the residents and property owners who live in the area of the proposed Armstrong Ford Road realignment be notified. He also stated that the traffic impact analysis needs to take into consideration the Noland Farms development which has added 700 more additional units into the nearby development area.

**Close Public Hearing:** A motion was made by Commissioner Neeley to close the public hearing. Mr. Shriver thanked Mr. Searby and Mr. Shuler for their emails. He advised the developer will involve the Riverkeepers and a wetland study was done prior to the site plan being drawn. Mayor Pro Tempore Koutsoupas asked about any additional conditions should they be addressed now and be put in writing prior to the vote at the next Board meeting. Attorney Wolter asked the developer if they would be agreeable for a twenty-five (25) buffer between the residential and commercial areas. Mr. Shriver agreed to this condition. The motion was seconded by Commissioner Abernathy. The vote was 5 to 0 in favor. Additional written comments will be accepted until August 17<sup>th</sup>.

**Note:** Due to COVID-19, the State of NC is requiring that any municipal government wait at least 24 hours after closing the public hearing to make a decision regarding a public hearing matter. Therefore, in compliance with the State of NC Law, the Cramerton BOC currently plans to make their decision on this public hearing at the August 20, 2020 BOC meeting.

### **Public Hearing 3 – A public hearing for comments regarding the updated Cramerton Parks and Recreation Master Plan.**

- a. **Open Public Hearing:** Commissioner Rice made a motion to open the public hearing. The motion was seconded by Commissioner Neeley. The vote was 5 to 0 in favor.
- b. **Staff Comments:** The Town Manager stated information was presented to the Board in June about the proposed Cramerton Parks and Recreation. Eric Smallwood, Parks and Recreation Director, stated the draft Cramerton Master Parks and Recreation Master Plan was placed on the town’s website along with the recent presentation and executive summary. The Parks and Recreation Advisory Board members approved the plan along with staff.
- c. **Board comments:** No questions or comments.
- d. **Public Comments:** No one signed up.
- e. **Close Public Hearing:** A motion was made by Mayor Pro Tempore Koutsoupas to close the public hearing. The motion was seconded by Commissioner Abernathy. The motion was 5 to 0 in favor.

**Note:** Due to COVID-19, the State of NC is requiring that any municipal government wait at least 24 hours after closing the public hearing to make a decision regarding a public hearing matter. Therefore, in compliance with the State of NC Law, the Cramerton BOC currently plans to make their decision on this public hearing at the August 20, 2020 BOC meeting.

### **Agenda Items NOT Requiring a Public Hearing**

#### **a. Planning & Zoning**

##### **i. VCM Phase 1E, Town Home Plat 2**

1. **Action Item: Consider approval of VCM Phase 1E, Town Home Plat 2.** The Planning Director stated the final plat request for VCM Phase 1E, Townhome Map which includes forty-four (44) townhome lots located off of South New Hope Road. Patton Road is the name of the new road. Three units have been recently built. Staff is recommending approval. Commissioner Neeley asked about the dead-end road behind CaroMont. The Planning Director stated this will be a connector road behind Caromont to Hamrick Road and should be on

included on a future map. Mayor Pro Tempore Koutsoupas asked if this was part of the original plan. The Planning Director stated yes. A motion was made by Commissioner Rice. The motion was seconded by Commissioner Neeley. The vote was 5 to 0 in favor.

**b. Board of Commissioners**

**i. Alcohol Beverage Control (ABC) Board search Committee**

- 1. Action Item: Per the BOC Rules of Procedure Policy, consider appointing two Commissioners (along with the Mayor) for an ABC Board vacancy search. Once the appointment committee is chosen, staff will send out a projected timeline. *Note: The decision date is projected at the October 1, 2020 BOC meeting.* Commissioner Neeley and Commissioner Abernathy stated they would be willing to serve on this ad hoc committee along with Mayor Cauthen. A motion was made by Commissioner Rice to appoint Commissioner Neeley and Commissioner Abernathy to serve on the ad hoc committee for the ABC Board vacancy. The motion was seconded by Commissioner Atkinson. The vote was 5 to 0 in favor.**

**c. Planning and Zoning Board Search Committee**

- 1. Action Item: Per the BOC Rules of Procedure Policy, consider appointing two Commissioners (along with the Mayor) for a Planning and Zoning Board vacancy search. Once the appointment committee is chosen, staff will send out a projected timeline. *Note: The decision date is projected at the October 15, 2020 BOC meeting.* Commissioner Atkinson and Mayor Pro Tempore Koutsoupas volunteered to serve on this ad hoc committee along with Mayor Cauthen. Commissioner Neeley made a motion to appoint Commissioner Atkinson and Mayor Pro Tempore Koutsoupas to serve on the ad hoc committee for the Planning and Zoning Board vacancy. The vote was seconded by Commissioner Abernathy. The vote was 5 to 0 in favor.**

**Manager's Report: COVID-19 (Coronavirus):** North Carolina remains in Phase II until September 11<sup>th</sup>. Mayor Pro Tempore Koutsoupas stated he liked the new glass enclosure that was installed in the reception area of Town Hall. He asked if the front glass door could be updated and have a buzzer installed. The Town Manager stated he would follow up on this.

**General Staff Reports (as needed)**

- **Update from Two Rivers Utilities, Mr. Mike Bynum:** A copy of report will be placed into the minutes book.
- **Police Department:** Captain Jones stated the police department continues implementation of COVID 19 policies.
- **Fire Department:** No update.
- **Parks and Recreation Department:** Mr. Smallwood stated the restrooms at Central Park are operational. Grading work has been completed and the stream is completely uncovered. The layout of trails will begin next week. Commissioner Abernathy asked about the roughness of the boards on the bridge on the Lakewood side of Goat Island. Mr. Smallwood stated the boards are uneven but per ADA anything less than a quarter inch remains compliant. Commissioner Abernathy stated there some screws that are lifted up and are not flush with bridge and some holes without screws. She asked that there be some type of follow up conversation regarding this item. Commissioner Atkinson asked Mr. Smallwood if he had spoken with Frank Nixon about storage. Mr. Smallwood said yes and Martha Jones will be at the Community Center to go through the senior's items they have.
- **Finance Department:** The Finance Director was absent.
- **Planning and Zoning Department:** Nothing to report.
- **Town Clerk:** Nothing to report.
- **Attorney:** Nothing to report.

**Topics of Discussion for Each Commissioners:**

Commissioner Neeley stated one of her goals was the bathrooms for Central Park and they look great.

Commissioner Rice stated the fire department continues with the COVID 19 protocol. He stated Firefighter Hattaway recently moved into the Lakewood neighborhood and has a newborn. Firefighter Alex Hardee now lives in Riverside. Both are drivers for the fire department. He congratulated Police Officer Nevins for his recent marriage.

Mayor Pro Tempore Koutsoupas thanked the legal staff and town staff for the public hearing information that was presented. He said it was good to see everyone in person at tonight's meeting.

Commissioner Abernathy stated she was glad that the Board made the decision to hold the hybrid meeting. She commented on how lucky and blessed the town is to have the caliber of firefighters and police officers it has. She stated a new school year is getting ready to start and there are a lot of educators who live in Cramerton and we have fantastic schools.

Commissioner Atkinson stated it was great to see everyone. He thanked staff for the setup of tonight's hybrid meeting. He stated that the Cramerton Historical Society would be featured in next week's Belmont Banner News. A lot of hard work has been going on behind the scenes. The group has been concentrating on the design of the display board using rigid PVC Board. Four frames have been purchased. No fundraising is being able to be done at this time.

Mayor Cauthen thanked everyone for being so flexible during this meeting and he was glad it could be held in person. He reminded everyone to follow the three (3) rules of handwashing, social distancing, and wearing a mask during this time

**Adjournment:** A motion was made by Commissioner Rice to adjourn the meeting at 8:53 p.m. The motion was seconded by Commissioner Abernathy. The vote was 5 to 0 in favor.

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Mayor William Cauthen

**ATTEST:**

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Wilene Cunningham, Town Clerk