

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

**September 3, 2020**

The Board of Commissioners for the Town of Cramerton met on Thursday, September 3, 2020 at 6:00 p.m., as a virtual meeting via Zoom.

**Call to Order and Determination of Quorum.** Mayor Cauthen, Mayor Pro Tempore Koutsoupas, Commissioners Abernathy, Atkinson, Neeley, and Rice verbally confirmed their attendance. Mayor Cauthen determined there was a quorum.

**Staff Present:** David Pugh, Town Manager; Attorney Karen Wolter; Josh Watkins, Planning Director; Police Chief Adams; Fire Chief Foulk; 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 Rice to adopt the proposed agenda. The motion was seconded by Commissioner Neeley. Commissioner Abernathy, Commissioner Atkinson, and Mayor Pro Tempore Koutsoupas voted yes via Zoom. The vote was 5 to 0 to approve the proposed agenda.

**Note: There will be no General Public Comments Section for this September 3<sup>rd</sup> BOC meeting. The General Public Comments Section for the month of September will be held at the September 17<sup>th</sup> BOC meeting.**

**Proclamations**

- **A Proclamation for Labor Day (Monday, September 7, 2020) to honor American labor and the contributions that workers have made to the development, growth, endurance, strength, security, prosperity, productivity, sustainability, and well-being of the country.** A copy of the signed proclamation will be placed in the minutes book.

**Resolution**

- **Gaston-Cleveland-Lincoln (GCL) Regional Hazard Mitigation Plan**
  - i. Action Item: Resolution #2020-04 – A Resolution to adopt the Cleveland-Gaston-Lincoln Regional Hazard Mitigation Plan.** Board discussion included questions about flood prevention practices and fulfillment of the Town’s obligation regarding an ongoing assessment of the Comprehensive Land Use Plan. Commissioner Atkinson commented on inclusion of documents for possible consideration of grant monies for removal of the Armstrong Dam and dredging of the river. Chief Foulk stated he could address this with emergency management. Commissioner Atkinson asked if Duke Energy could possibly assist with this request. The Planning Director advised that this document is a general plan and covers several counties. The Town would continue to follow FEMA guidelines. No specific tasks are part of this document. Mayor Cauthen

stated the Town should be able to use this document as one of our guiding principles as we take specific actions. The number to Senator Thom Tillis's office will be made available to Commissioner Atkinson. A motion was made by Commissioner Neeley to accept Resolution #2020-04 to adopt the Cleveland-Gaston-Lincoln Regional Hazard Mitigation Plan. The motion was seconded by Mayor Pro Tempore Koutsoupias. Commissioner Abernathy voted yes; Commissioner Atkinson voted yes; and Commissioner Rice voted yes. The vote was 5 to 0 in favor. A copy of the signed resolution will be placed in the minutes book.

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

- i. **Minutes: August 20, 2020 meeting minutes.** A motion was made by Mayor Pro Tempore Koutsoupias to approve the proposed consent agenda. The motion was seconded by Commissioner Rice. Commissioner Abernathy voted yes; Commissioner Atkinson voted yes; and Commissioner Neeley voted yes. The vote was 5 to 0 in favor.

**Agenda Items NOT Requiring a Public Hearing**

- a. Board of Commissioners
  - i. Alcohol Beverage Control (ABC) Board search Committee
    1. **Action Item: Updated schedule.** The ABC Board ad hoc meeting is scheduled to meet on September 17<sup>th</sup>. A copy of the all applications received will be available tomorrow by 5:00 p.m. at Town Hall. Commissioner Abernathy stated she may not be available on that day and may require some flexibility if she needs to change it.
  - ii. Planning and Zoning Board search Committee
    2. **Action Item: Updated schedule.** The Planning and Zoning ad hoc committee is scheduled to meet on September 21<sup>st</sup> at 3:00 p.m. at Town Hall. The last day for applications to be submitted is Friday September 11<sup>th</sup>.

**BIG BOARD**

- a. **Wayfinding Sign Update:** The Town Manager said the next step for the MT Land project will be turning their plan into Planning and Zoning. Dr. Houchard respectfully declined placing of the Helix R artwork on school property. Mayor Cauthen said he would follow up on this item with the public art person with the Carolina Thread Trail. Commissioner Atkinson asked possible placement of the artwork on the property located on Eighth Avenue by Hampton Meadows Apartments near the railroad tracks. The Town Manager said he can reach out to Trey Helms who is the property manager for the Hampton Meadows Apartment. The artwork is currently stored at the Public Works lot. The Town Manager advised that Eric Smallwood, Parks and Recreation Director, met with the trail contractor and discussed trail design. The Central Park bathrooms are ninety (90) percent complete. Wayfinding sign pole infrastructure has started. The final printing of the signs is being completed. Signage should be ready by the third week of September. A future Zoom meeting is scheduled to be held with the wayfinding sign committee to discuss feedback on edits and historic monument signage.

Commissioner Atkinson asked about serving on this committee and also why Mayflower Meadows is not listed. Mayor Cauthen stated that neighborhood already has monument signage. Commissioner Abernathy asked about funding for the signage. The Town Manager advised that no monies have been budgeted for the neighborhood signage but this could be discussed for possible funding for next year or even mid-year. Commissioner Abernathy stated she does not want this project delayed any more than we have to. Mayor Pro Tempore Koutsoupas agreed and stated the Town should be ready to fund this project once bids are received. He stated the Town should be aware of any proposed construction along Highway 74 as this may affect the monument signs. The Town Manager advised that the Carolina Thread Trail has begun its pilot sign program. Information was received regarding the brownfields grant application from Withers Ravenel. The town scored quite highly and staff be working with Withers Ravenel to resubmit grant information by early November.

**Manager's Report**

- b. COVID-19 (Coronavirus):** Governor Cooper has issued Phase II 2.5 which will allow the opening of outdoor parks and playgrounds and basketball facilities. Social distancing and other safety protocol and procedures will continue to remain in place. The Board agreed to continue holding Zoom meetings.

**General Staff Reports (as needed)**

**Update from Two Rivers Utilities, Mr. Mike Bynum:** A copy of this report will be placed in the minutes book.

**Police Department:** Captain Debbold stated they had nothing to report.

**Fire Department:** Chief Foulk stated he had nothing to report.

**Parks and Recreation Department:** Mr. Smallwood was not in attendance.

**Planning and Zoning:** Mr. Watkins had nothing to report.

**Town Clerk:** Nothing to report.

**Town Attorney:** Attorney Wolter informed the Board of the option of deferral of the employee's payroll taxes per IRS guidance as an employer opt in. She recommended the town not participate in that program as it is only a deferral. The deferral monies would need to be paid back by the employees beginning in January through April 2021. Should the employee leave or is terminated the town would be responsible for the employee's share. Reporting to the IRS could be a bookkeeping challenge and could create a hardship for the employees. Attorney Wolter advised that she will continue to stay up to date on this matter. This item may require a future Board of Commissioners decision.

**Topics of Discussion for Each Commissioners:**

Commissioner Abernathy had nothing to report.

Commissioner Atkinson had nothing to report.

Mayor Pro Tempore had nothing to report.

Commissioner Neeley reminded everyone to wash their hands, wear a mask, and continue to social distance from one another.

Commissioner Rice had nothing to report.

Mayor Cauthen stated he met with the Cramerton Merchants Association. They are liquidating their assets and the town is the beneficiary. Monies have been given to the town for public arts project and the Cramerton Historical Society. Monies will be used for lighting downtown and assisting with refreshing the signage on Goat Island. Private funding has been received for the first two (2) mural projects. Future projects are being funded by the sale of tee shirts.

**Closed Session**

**[N.C.G.S. 143-318.11(a)(3)] Consult with the attorney to protect the attorney-client privilege.** A motion was made Mayor Pro Tempore Koutsoupas to enter into closed session. The motion was seconded by Commissioner Neeley. Commissioner Abernathy voted yes; Commissioner Atkinson voted yes; and Commissioner Rice voted yes.

A motion was made by Mayor Pro Tempore Koutsoupas to return to open session. The motion was seconded by Commissioner Rice. Commissioner Abernathy voted yes; Commissioner Atkinson voted yes; and Commissioner Neeley voted yes.

**Adjournment:** Upon return to open session and with no action taken in closed session, a motion was made by Commissioner Neeley to adjourn at 7:36 p.m. Commissioner Abernathy seconded the motion. Commissioner Atkinson voted yes; Commissioner Rice voted yes; and Mayor Pro Tempore Koutsoupas voted yes. The motion passed 5 to 0.

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Mayor William Cauthen

**ATTEST:**

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Wilene Cunningham, Town Clerk