

**TOWN OF TROUTMAN
400 NORTH EASTWAY DRIVE
TROUTMAN, NORTH CAROLINA**

TOWN COUNCIL AGENDA BRIEFING MEETING MINUTES

May 09, 2016 – 4:00 P.M. – Troutman Town Hall

Present: Mayor Ronald N. Wyatt; Council members: W. Paul Henkel, Sally P. Williams, Judy Jablonski, James K. Troutman, Steven H. Shealy, Interim Town Manager/Finance Director; Kimberly H. Davis, Town Clerk; Matthew A. Selves, Police Chief; Adam K. Lippard, Public Works Manager; Erika G. Martin, Planning Director; Justin Longino, Parks and Rec. Coordinator

Council Members Absent: Teross W. Young

Press Present: Debbie Page, SVL Free News
Nina Mastandrea, Statesville Record and Landmark

Others: (Sign-In sheet to address the Council is attached to these minutes)

I. MAYOR WYATT CALLED THE MEETING TO ORDER

II. REVIEW AGENDA ITEMS PROPOSED FOR REGULAR MEETING OF MAY 12, 2016,
(Steve Shealy, Interim Town Manager/Finance Director)

****See Draft Agenda ****

26. Economic Incentive Request by Statesville Regional Development for Project Dorado

A question was raised regarding Statesville Regional Development (SRD) requested amount of the economic incentive for Project Dorado. Documentation presented during SRD's formal request to Town Council listed approximately \$106,000 as the requested incentive amount; the Public Hearing Notice created by SRD listed the requested incentive amount as \$160,000. Town Clerk to verify the correct incentive amount.

30. Proposed Budget for Fiscal Year 2016-2017, Presentation and Setting Public Hearing Date

Following a lengthy discussion regarding the upcoming budget, Council members were in agreement to remove the budget presentation and the setting of the date for a Public Hearing from the May regular meeting agenda, and was in consensus to hold an additional budget workshop on Friday, May 20th at 9:00am for clarification and finalization of the 2016-2017 fiscal year budget.

31. Consider Board Appointments/Nominations

a. Design Review Board b. Travel & Tourism Authority

Due to a lack of applications for Council's consideration, Town Council requested that staff research if the town can have positions vacant on the Travel and Tourism Authority and leave the travel and tourism tax in place.

III. FORWARD TROUTMAN, (*Erika Martin, Planning Director*)

A. Mobile Food Vendors

Planning Director Erika Martin stated that the Council appointed short term committee consisting of Council member Henkel, Mayor Wyatt, and herself, met in efforts to restructure the existing text within the UDO ordinance regarding mobile food vendors. The committee was in concurrence of recommending to impose a fee of \$100 per year with the exception of mobile food vendors for Town sponsored functions, Troutman Business Council functions, Iredell Statesville School functions, and non-profit functions that are located in the Town limits or ETJ. She continued by stating that the committee's recommendation will first be presented to the Planning Board for a recommendation to Town Council to be considered at their regular scheduled June Council meeting.

**Upon motion by Council member Henkel, seconded by Council member Troutman, and unanimously carried, approved forwarding recommendation to the Town of Troutman Planning Board.

IV. MISCELLANEOUS BUSINESS

A. Business from Mayor and Council

Mayor Wyatt recapped for Council a water billing issue concerning resident Kerri Murdock. He stated that regardless of the situation, per state statute if the water goes through the pipe, the balance is owed. He asked if Council would agree to work with Ms. Murdock by extending terms for payment. Council was in agreement.

B. Business from Staff

- Interim Town Manager/Finance Director Steve Shealy stated that in speaking with Town auditors regarding the Town possibly helping the ABC Board financially, he was informed that it will be considered a component unit and with possible expenses occurring during the audit year an audit would be needed in conjunction with the Town audit. Fee for the first year is \$7,500.
- Interim Town Manager/Finance Director Shealy informed Council that The Flag Pole Company estimated cost to replace the flag pole located at the Depot is \$900. He asked Council if they wanted to replace the pole in this year's budget or in the new budget year. Public Works Department to handle installation of the pole.

**Upon motion by Council member Henkel, seconded by Council member Troutman, and unanimously carried, approved \$900 in the current year budget for purchase of flag pole.

V. HOLD CLOSED SESSION PURSUANT TO NC GENERAL STATUTE 143-318.11(a)(6) TO DISCUSS PERSONNEL AND GENERAL STATUTES 143-318.11(a)(4) TO DISCUSS MATTERS PERTAINING TO ECONOMIC DEVELOPMENT

Call for Closed Session

Mayor Wyatt called for a closed session pursuant to NC General Statute 143-318.11(a)(6) to discuss personnel; and NC General Statute 143-318.11(a)(4) to discuss matters pertaining to economic development.

****Upon motion by Council member Troutman, seconded by Council member Jablonski, and unanimously carried, approved to hold a closed session pursuant to NCGS 143-319.11(a)(6), and NCGS 143-319.11(a)(4).**

Mayor Wyatt opened the closed session.

In attendance: Mayor and Town Council; Gary Thomas, Town Attorney; Kimberly Davis, Town Clerk; Steve Shealy, Interim Town Manager/Finance Director

****MINUTES FOR CLOSED SESSION HAVE BEEN SEALED UNTIL PUBLIC INSPECTION WILL NO LONGER FRUSTRATE THE PURPOSE OF THE CLOSED SESSION****

Reconvene Open Session

****Upon motion by Council member Jablonski, seconded by Council member Williams, and unanimously carried, approved to close the closed session and reconvene the open session.**

Action(s) taken following Closed Session:

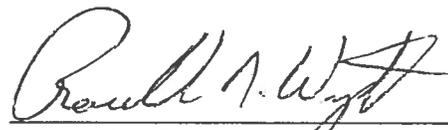
Mayor Wyatt stated that Police Chief Matthew Selves, Public Work Manager Adam Lippard and himself will be viewing a property in regards to possible relocation of the Police Department. No action was taken.

****Upon motion by Council member Williams, seconded by Council member Troutman, and unanimously carried, Town loan Troutman ABC Board up to \$325,000 for startup cost at the rate of 1% over loan closing rate for building and land from BB&T.**

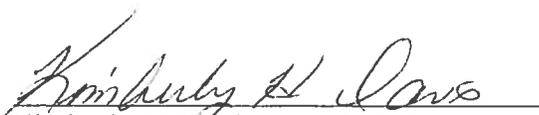
****Upon motion by Council member Jablonski, seconded by Council member Williams, and unanimously carried, approved Mayor Wyatt and Council member Henkel negotiate with a potential candidate the salary, etc. to begin work as an interim manager and reported back to Council at the regular scheduled Town Council meeting in April in closed session.**

VI. ADJOURNMENT

****Upon motion by Council member Williams, seconded by Council member Jablonski, and unanimously carried, Agenda Briefing Meeting of May 09, 2016 was adjourned at 6:30 p.m.**



Ronald N. Wyatt, Mayor



Kimberly H. Davis, Town Clerk



**** Motion**