

**MINUTE BOOK XXIII, PAGES 93-99
TROUTMAN TOWN BOARD REGULAR MEETING MINUTES
AUGUST 14, 2014**

The regular meeting of the Board of Aldermen for the Town of Troutman was held in the Troutman Town Hall, 400 North Eastway Drive, North Carolina on Thursday, August 14, 2014 at 7:00 p.m. with the Mayor Elbert H. Richardson's presiding.

Aldermen Present: Betty Jean Troutman, Sally P. Williams, W. Paul Henkel, Judy Jablonski, Teross W. Young

Aldermen Absent: None

Staff Present: Town Manager, Ann G. Bailie; Town Clerk, Kimberly H. Davis; Planning Director, Erika G. Martin; Finance Director, Steven H. Shealy; Police Chief, Matthew A. Selves; Town Attorney, Gary W. Thomas

Press Present: James McNally, Statesville Record and Landmark
David Vieser, Charlotte Observer

MAYOR ELBERT H. RICHARDSON CALLED THE MEETING TO ORDER

ITEM 1. MAYOR RICHARDSON WELCOMED VISITORS AND GUESTS

ITEM 2. INVOCATION

Pastor Jerry Glenn (Pete) Moore, resident of Troutman/Pastor of First United Presbyterian Church, Booneville gave the invocation.

ITEM 3. PLEDGE OF ALLEGIANCE

ITEM 4. ADJUSTMENTS TO THE AGENDA

Removal of Agenda Item 19 and 19a & b regarding Richardson Greenway Extension North (Segment B: YMCA (*Grannis Lane*) to Fairgrounds)

ITEM 5. APPROVAL OF AGENDA

Upon motion by Alderman Young, seconded by Alderman Williams, and unanimously carried, agenda for the regular meeting of August 14, 2014 was approved as amended.

RECOGNITIONS

ITEM 6. BUSINESS SPOTLIGHT – Royal Properties of the Carolinas Inc., (Alderman Teross Young)

Alderman Teross Young spotlighted Royal Properties of the Carolinas Inc. located at 445 North Main Street. Royal Properties has been in business since 2002, and in Troutman since 2007. The business, owned by Mr. Mike Todd, offers a full service Real Estate company providing assistance in selling or purchasing properties, and in property management. Royal Properties currently manages around 110 properties located from Statesville to South Charlotte, and currently employs six (6) agents. Alderman Young commented that he was struck by a statement on Royal Properties' website that stated: "What we bring to the table is experience, integrity, a national network of real estate professionals, and numerous marketing methods all aimed at getting the job done right." Website: www.royalproperties4u.com

Owner, Mike Todd expressed his appreciation of the recognition and commented that he is glad to be part of the community for the last seven (7) years and hopes to continue for many more.

Alderman Young added that Mr. Todd is a fellow Rotarian who has done a lot in the community in support of the Town.

ITEM 7. THANK YOU VETERANS FESTIVAL, SEPT. 20, 2014, (Pam Navey, Iredell County Veterans Council/Veterans Assistance Committee)

Ms. Pam Navey, Iredell County Veterans Council/Veterans Assistance Committee, announced that on September 20, 2014 a "Thank You Veterans Festival" will be held at the Iredell County Fairgrounds from 2 to 6 p.m. She explained that the festival is a celebration in honor and in appreciation of all Veterans. In highlighting the festival's activities she stated that there will be an opening ceremony, welcome of dignitaries, a "Patriotic Tribute" to the troops by Army Veteran and national recording artist Rockie Lynne and band, student poster contest, closing ceremony, and a flag retirement ceremony. Food and retail vendors along with veterans' services will be available in and outside the Exhibit Hall. Ms. Navey stated that admission is free and everyone is welcome to attend.
(Festival flier and draft of the festival program was distributed to the Board)

ITEM 7.5 NATIONAL NIGHT OUT, (Mayor Richardson)

Mayor Richardson commented on the success of National Night Out held at Troutman ESC Park on August 5, 2014. In expressing thanks, he gave credit to the key coordinators, Police Chief Matthew Selves, Parks and Recreation Committee Chair Carrie Harrison, and volunteers Pam Navey and Emily Watson, stating that it was a fantastic event. Attendance was estimated between 500 to 1000 people. Mayor Richardson expressed appreciation and thanks to Statesville Record and Landmark and reporter James McNally for great event coverage. He concluded by commenting that he is looking forward to bigger and better next year.

COMMENTS FROM VISITORS AND GUESTS: *The public is invited to address the Board with comments or concerns. The comment period is limited to three (3) minutes per individual.*

None

STANDING REPORTS

ITEM 8. TROUTMAN ESC PARK MONTHLY UPDATE, (Alderman Sally Williams, Parks and Recreation Committee Member)

In absence of Parks and Recreation Committee Chair, Carrie Harrison; Alderman Sally Williams, Parks and Recreation Committee member presented the Troutman ESC Park monthly update to the Board:

- Next Wendy's Troutman ESC Park Night - Monday, August 25, 2014. Total funds raised to date-\$350.
- Brick Challenge – The Parks and Recreation Committee is encouraging all family and friends to purchase bricks in honor of their children, grandchildren, and anyone dear to you. The engraved bricks will be installed near the pavilion. Cost-\$100.
- Committee member Jan Comer participated in the Ultimate Cold Water Challenge in association with the Piedmont HealthCare "Friday After Five" concert series in downtown Statesville. Ms. Comer won the challenge and part of the winnings will go toward Troutman ESC Park fundraising efforts.
- 2nd Annual "Trails and Treats" event will be held October 31, 2014 on the paved trail in the park. Local businesses and churches are invited to participate in distributing Halloween treats to children.

ITEM 9. J. HOYT HAYES MEMORIAL TROUTMAN LIBRARY REPORT, (Steve Rimmer, President, Friends of the Library)

Mr. Steve Rimmer presented the monthly Troutman Library report in the absence of Juli Moore, Library Manager.

- One (1) part-time employee has been approved by the Iredell County Commissioners for the Troutman and Harmony Libraries. Therefore, beginning September 8st both branches will open on Mondays from 10:00 a.m. to 7:00 p.m.
- Congratulated Juli Moore, Manager and Jenneffer Sixkiller, Program Director in receiving North Carolina State scholarships to attend the Association of Rural and Small Library's Conference held in Tacoma, Washington September 2nd – September 6th. Both scholarships are in the amount of \$1,200. Friends of the Library is donating funds to help cover additional expenses.
- Summer Reading Programs (adults, teens, and children) had a total of 252 participants.
- Troutman Library offered 30 different programs in June and July with a total attendance of 1258.
- Door count for July was 5070, and the Library circulated 5,505 items (a 39% increase over July prior).
- Fall programs are currently in the planning stage.
- Pre-school Story Time will resume on Friday's beginning September 12th at 11:00 a.m.

In conclusion, Mr. Rimmer stated that the Library is "Your Library" come and utilize it. He asked that everyone check out the website: www.troutmanfriendsofthelibrary.org and the community calendar on the website.

CONSENT AGENDA: *Items on the Consent Agenda are considered to be routine by the Board of Aldermen and will be approved with one motion. There will be no separate discussion on these items unless the Mayor or a Board member so requests, in which event, the item will be removed from the Consent Agenda and considered as the first item under New Business.*

ITEM 10. MINUTES OF REGULAR MEETING OF JULY 14, 2014

ITEM 11. MINUTES OF AGENDA BRIEFING OF JULY 07, 2014

ITEM 12. RELEASE OF CLOSED SESSION MINUTES (50 SETS; 1995-2011)

ITEM 13. POLICY TITLED: "INTENT TO EXTEND FULL MEMBERSHIP TO BOARD AND COMMITTEE ALTERNATES WHEN A VACANCY OCCURS FOR WHICH ALTERNATE IS ELIGIBLE FOR APPOINTMENT", (Policy #42)

ITEM 14. STAFF RECOMMENDATION TO NOT CONSTRUCT APACHE ROAD WATERLINE DUE TO LACK OF SUPPORT FROM PROPERTY OWNERS

ITEM 15. BUDGET AMENDMENT TO APPROPRIATE AVAILABILITY FEES FOR WATER LINE UPSIZING AT SUTTER'S MILL

ITEM 16. RECEIVE REPORT FROM BUDGET OFFICER OF LINE ITEM TRANSFERS – FISCAL YEAR 2013-2014

ITEM 17. APPOINTMENT OF ALDERMAN SALLY WILLIAMS AS DELEGATE TO CONNECT POLICY FORUM

Alderman Young corrected the Agenda Briefing Minutes of July 7, 2014; Page 2, III (A)(2) changing the wording from Business Spotlight to Educational Spotlight.

Upon motion by Alderman Young, seconded by Alderman Jablonski, and unanimously carried, consent agenda items were approved as corrected.

(Copied in full, Policy #42 is filed in Policy Book #1)

(Copied in full, Policy #42, Apache Road Waterline Project Cost, Budget Amendment, and Year End Line Item Transfers is filed on CD titled: "Town Board Supporting Documents" dated August 11th and August 14th, 2014 in CD Book #1 titled, "Town Board Supporting Documents")

OLD BUSINESS

ITEM 18. TEXT AMENDMENT TO THE UNIFIED DEVELOPMENT ORDINANCE (UDO) 5, 7, 9, 17 AND APPENDIX A; REGARDING PLAN REVIEW (TA-14-03), (Erika G. Martin, Planning Director)

a. Call for a Public Hearing

Mayor Richardson opened the Public Hearing

Planning Director Erika Martin presented the proposed amendment explaining that the text amendment will begin implementation of recommendations from the Process Improvement Event held in May. Specifically, the text amendment will keep in place public hearings for text amendments, rezonings of any type and special use permits. The text amendment would remove public hearings in which the public's concerns cannot be taken into account, such as by-right site plan reviews and preliminary plats for by-right major subdivisions. Under the proposal, minor subdivisions (five or fewer lots) and all by-right site plans would be reviewed and approved by staff, while major subdivisions (six or more lots) would still go before the Planning Board and Town Board for review. It would also redefine the technical review committee to be comprised of technical staff and advisors allowing for electronic review. Furthermore, the amendment would create a Design Review Board comprised of citizens with building, landscaping or design skills, to review and approve all non-residential and multifamily building facades and alternative landscaping plans. Any design related appeals would come before the Town Board for a final decision. Staff and the Planning and Zoning Board recommend the text amendment as presented.

No others spoke for or against the proposed rezoning.

Mayor Richardson closed the Public Hearing

(Public Hearing sign-in sheet is attached to and made part of these minutes)

(Copied in full, public hearing notice is attached to these minutes)

b. Adoption of Ordinance 11-14 Titled: "An Ordinance Amending The Town Of Troutman Unified Development Ordinance"

Upon motion by Alderman Williams, seconded by Alderman Henkel, and unanimously carried, Ordinance 11-14 titled: "An Ordinance Amending The Town Of Troutman Unified Development Ordinance" was approved.

c. Adoption of Statement of Consistency

Upon motion by Alderman Young, seconded by Alderman Jablonski, and unanimously carried, approved TA-14-03 is consistent with the adopted town plans, and is reasonable and in the public interest because the amendment will streamline the development review process as outlined in the Implementation Plan of the Process Improvement Event.

Alderman Henkel commented that the new Design Review Board (DRB) is proposed to consist of 5 voting members and 2 alternate members that are professionals/experts in a related field to serving on the DRB (example: engineers, designers, etc.)

(Copied in full, Ordinance 11-14 is filed in Ordinance Book 8, Pages 27-43)

(Copied in full, staff report, Ordinance 11-14, UDO Appendix A, UDO Chapters 5, 7, 9, 17, and Public Hearing Notice is filed on CD titled: "Town Board Supporting Documents" dated August 11th and August 14th, 2014 in CD Book #1 titled, "Town Board Supporting Documents")

NEW BUSINESS

****ITEM 19. RICHARDSON GREENWAY EXTENSION NORTH (SEGMENT B: YMCA (GRANNIS LN) TO FAIRGROUNDS)**

- a. **Consider Contract Award for Construction of Segment B of Richardson Greenway North (YMCA to Fairgrounds), (Bailie)**
- b. **Consider Amendment to Capital Project Fund Ordinance 07-14, (Shealy)**

****Item 19-Removed from the Agenda as amended.**

ITEM 20. WATER SYSTEM EFFICIENCY IMPROVEMENTS PROJECT: LYTTON ST. AND GOODMAN RD. WATERLINE REPLACEMENT/TOWN-WIDE METER REPLACEMENTS

- a. **Consider Ordinance 12-14 Titled: "Water System Efficiency Improvements Capital Project Fund", (Shealy)**

Finance Officer, Steven Shealy presented Ordinance 12-14 stating that adoption is required by General Statutes 159-13.2 as presented for this project. He advised that the project is 100% funded by a zero interest loan provided by the North Carolina Department of Environment and Natural Resources (NC DENR) and will consist of approximately \$645,990 for construction and meter replacement, and an additional \$666,010 for engineering and administration fees. The project will soon go out for bid..

Upon motion by Alderman Henkel, seconded by Alderman Williams, and unanimously carried, Ordinance 11-14 titled: "Water System Efficiency Improvements Capital Project Fund" was approved.

- b. **Consider Agreement with West Consultants, PLLC for Technical Services for Water System Efficiency Improvements Project, (Bailie)**

Town Manager, Ann Bailie stated that Town Engineer Benjie Thomas, on behalf of West Consultants PLLC, proposed an agreement to provide technical services for this project, not to exceed the price of \$85,000. This includes engineering design, surveying and permitting (\$45,000); project administration (\$20,000); and construction inspections (\$20,000). These costs are acceptable to DENR. Attorney Gary Thomas has reviewed the agreement and finds it to be in order.

Alderman Young asked if the administration and construction inspection cost consistent regarding past projects. Town Manager Bailie responded that it is consistent.

Upon motion by Alderman Henkel, seconded by Alderman Young, and unanimously carried, agreement with West Consultants, PLLC for Technical Services for Water System Efficiency Improvements Project was approved.

- c. **Consider Resolution 08-14 Titled: "Resolution Adopting Minority Business Participation Outreach Plan and Confirming Ten Percent Goal for Participation by Minority Businesses in Water System Efficiency Improvements Project", (Bailie)**

Town Manager Bailie explained that the resolution serves two purposes, both of which are required by the state and by the Federal government for this type of project: 1) it adopts the Minority Business Participation Outreach Plan for future

projects required to have a verifiable minority business participation goal; and 2) confirms the plan is applicable to this project.

Upon motion by Alderman Jablonski, seconded by Alderman Young, and unanimously carried, Resolution 08-14 titled: “*Resolution Adopting Minority Business Participation Outreach Plan and Confirming Ten Percent Goal for Participation by Minority Businesses in Water System Efficiency Improvements Project*” was approved.

(Copied in full, Ordinance 12-14 is filed in Ordinance Book 8, Page 44)

(Copied in full, Resolution 08-14 is filed in Resolution Book IV, Page 8)

(Copied in full, Ord. 12-14, Res. 08-14, Engineering Agreement, is filed on CD titled: “Town Board Supporting Documents” dated August 11th and August 14th, 2014 in CD Book #1 titled, “Town Board Supporting Documents”)

ITEM 21. PARKS AND RECREATION COMMITTEE (*Ann G. Bailie, Town Manager*)

- a. Consider Amendments to Parks and Recreation Committee’s Rules of Procedure, and**
- b. Consider Appointments to Parks and Recreation Committee,** (*Martin*)

Planning Director Erika Martin informed the Board that staff and the Parks and Recreation Committee recommend reorganization of their committee membership by designating a Troutman Youth Athletic Association voting member, creating an alternate member position, and making the aldermen and staff positions ex-officio non-voting members. Furthermore, they recommend Jeremy Hapes as the TYAA designated member, Justin Longino to become a regular voting member, and Emily Watson to become the newly created alternate member.

Upon motion by Alderman Troutman, seconded by Alderman Williams, and unanimously carried, approved staff’s recommendation as presented above.

(Copied in full, applications are filed on CD titled: “Town Board Supporting Documents” dated August 11th and August 14th, 2014 in CD Book #1 titled, “Town Board Supporting Documents”)

ITEM 22. CONSIDER RECOMMENDATION TO BOARD OF COUNTY COMMISSIONERS FOR APPOINTMENT OF ETJ ALTERNATE MEMBER TO THE PLANNING AND ZONING BOARD, (*Davis*)

Town Clerk, Kimberly Davis stated that the position of ETJ/outside Alternate will expire on September 23, 2014. Mr. Randy Farmer currently serves in that position and has expressed interest in serving in the same capacity if the Board so desires to make such recommendation to the Iredell County Commissioners for consideration.

Upon motion by Alderman Troutman, seconded by Alderman Jablonski, and unanimously carried, approved recommendation of Randy Farmer to be submitted to Iredell County Board of Commissioner for consideration of ETJ Alternate to the Town of Troutman Planning and Zoning Board.

(Copied in full, applications are filed on CD titled: “Town Board Supporting Documents” dated August 11th and August 14th, 2014 in CD Book #1 titled, “Town Board Supporting Documents”)

ITEM 23. COMMENTS FROM MAYOR AND BOARD OF ALDERMEN

Mayor Richardson commented on the I-40/I-77 Interchange construction project and the upcoming school bond referendum.

Alderman Young commented that the National Night Out was a great opportunity in bringing the community together, and that he was proud to be part of the event.

Alderman Jablonski commented that National Night Out was a fantastic event.

Alderman Henkel commented that removal of Agenda Item 19 was removed only due to technical issues. The Town still plans to proceed with extending the Greenway.

ITEM 24. COMMENTS FROM TOWN MANAGER, (*Bailie*)

Town Manager, Ann Bailie:

Reminded the Board that the deadline to submit Advocacy Goals to the NC League of Municipalities (NCLM) is August 31, 2014. She stated that she received one proposed goal from Planning Director Martin.

Ms. Martin explained that recent transportation changes/law make sidewalk projects compete for funding against aviation, rail, and local roads projects, She proposed legislature allowing the creation and prioritization of sidewalk/greenway districts in which sidewalks would be constructed and paid for by developers paying a fee in lieu. This would help reduce the piecemeal approach to sidewalk construction.

Upon motion by Alderman Henkel, seconded by Alderman Young, and unanimously carried, approved to submit proposal to pursue sidewalk districts to the NCLM.

- Town Manager Bailie thanked Alderman Henkel for his comments regarding the proposed makeup of the newly created Design Review Board. Planning Director Martin asked the Board to keep in mind Mr. Kenneth Reid who served on the TRC as a potential candidate.
- FYI: Troutman Business Council change of meeting date from August 19th to August 28th, 2014. Meeting will be held at Town Hall from 5:30 p.m. to 7:00 p.m.
- Erika Martin announced that applications are now being accepted for the Citizens Academy to begin January 6, 2015. The academy is for anyone interested in the inner workings of Town Hall. There will be a limit of 20 persons per class.

ITEM 25. ADJOURNMENT

Upon motion by Alderman Troutman, seconded by Alderman Henkel, and unanimously carried, the August 14, 2014 Board of Aldermen meeting was adjourned at 7:50 p.m.

Elbert H. Richardson, Mayor

Kimberly H. Davis, Town Clerk
(* Consensus of the Board)