

**MINUTE BOOK XXIII, PAGES 115-122
TROUTMAN TOWN BOARD REGULAR MEETING MINUTES
OCTOBER 09, 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, October 09, 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: Ann G. Bailie, Town Manager; Kimberly H. Davis, Town Clerk; Steven H. Shealy, Finance Director; Erika G. Martin, Planning Director; Matthew A. Selves, Police Chief; Adam K. Lippard, Public Works Manager; Gary W. Thomas, Town Attorney; Benjie Thomas, Town Engineer

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

Mr. Jasper Farmer gave the invocation in the absence of Pastor Mike Carr, First United Methodist Church.

ITEM 3. PLEDGE OF ALLEGIANCE

ITEM 4. ADJUSTMENTS TO THE AGENDA

None

ITEM 5. APPROVAL OF AGENDA

Upon motion by Alderman Young, seconded by Alderman Jablonski, and unanimously carried, agenda for the regular meeting of October 09, 2014 was approved as received.

RECOGNITIONS

ITEM 6. BUSINESS SPOTLIGHT –C.R. Onsrud, Inc., (Alderman Teross Young)

Alderman Teross Young presented C.R. Onsrud Inc. as the town's October 2014 Business Spotlight. C.R. Onsrud Inc., located on Murdock Road in Troutman is a US Manufacturer of CNC Routers and Machining Centers specializing in large format machinery for industries. In 1915 Oscar Onsrud and his son Rudy took woodworking to a new level when they built the world's first "Jet Motor" (air turbine) hand router. Since that day, the Onsrud family has become synonymous with routing. In 1976 they raised the standard again when Charles Onsrud patented the "Inverted Router", an idea and a machine that revolutionized the woodworking industry, increasing safety and usability. Today, Onsrud CNC Machining Centers is under the leadership of Thomas Onsrud, the current CEO and head of engineering. The company services a diversified and wide ranging group of industries.

C.R. Onsrud Inc. has received numerous awards and recognitions such as the "Wood Digest Brand Preference" study four years in a row and the first "Partner of the Year Award in 1994" from the Wood Working Machinery Distributors Association. Alderman Young concluded by stating that C.R. Onsrud Inc. are great community partners and an asset to the Town of Troutman. They employ a highly skilled staff of more than 120 employees and are looking for highly qualified technicians.

Mr. Thomas (Tom) Onsrud addressed the Board by first stating that C.R. Onsrud Inc, is proud to be part of Troutman. Since the recession in 2009, the company has a continued 50% growth rate. Their current building of 60,000 sq. ft. was built six and a half years ago. An addition was built a year ago, and the company is now looking at expanding by building an additional building of 40,000 sq. ft. He commented that a lot of the company's engineers are hired from UNC Charlotte, which has the top programs in machine tool measuring and gauging. Mr. Onsrud listed other industries/products that C.R. Onsrud Inc. services such as Yacht and Corporate Jet companies, naval ships, utility vehicles, fire engines, Coast Guard and fire boats, GE Healthcare, NASA (rockets), NASCAR, Indy cars, standard passenger cars (GM), Newmar Motor Coaches, Olympic diving boards, large power grids, respirator masks, skateboards, wine barrels, and many more. He concluded by stating that in picking up new distributors, the business is now expanding internationally.

ITEM 7. EDUCATIONAL SPOTLIGHT, CAREER ACADEMY AND TECHNICAL SCHOOL (CATS) AND TROUTMAN ELEMENTARY SCHOOL (TES), *(Alderman Judy Jablonski)*

Alderman Jablonski spotlighted Troutman Elementary School and the Career Academy and Technical School (CATS). She stated that Ms. Susan Fail, Assistant Principal of Troutman Elementary School (TES) conveyed that TES has met expected growth as measured by the EOGS in reading and math, and exceeded growth in science. This should put TES in the top 10 of all elementary schools in our school district. Also, TES is a recipient of a Fuel Up to Play 60 grant which will be used to purchase a quick serve kiosk to put in the hallway to help feed more students quicker and also will be used to put stability balls in each classroom. These balls will help those students that have a difficult time sitting still to focus more. Alderman Jablonski announced that the Automotive Technology Class was selected as one of the top 20 finalists in 2014's "Tomorrow's Tech School of the Year" sponsored by O'Reilly Auto Parts. The contest is open to high schools and colleges nationwide. The top 20 finalists will be narrowed down to four final schools (one from each region of the country). The four finalists will be announced at the end of October. CATS is located in region 3 which includes schools from Maryland, Florida, Georgia, and North Carolina (two of which are college level). She announced that the Auto Tech class submission to the contest can be seen on You Tube, and CATS monthly newsletter which is available in the Town Hall lobby.

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, *(Justin Longino, Parks and Recreation Committee Chair)*

Parks and Committee Chair Justin Longino reported the following:

- A sizeable grant for the Park pavilion was applied for by Planning Director Erika Martin and has been awarded. The funds will help in getting the pavilion built.

- Wendy's night: October 27th, 5pm-8pm, Park receives 20% of dine-in and carry-out orders only.
- ESC received an award from Partners for Parks, a Charlotte-based organization, for its support and contributions to the park. Partners for Parks is a 501c(3) organization that helps parks with fundraising efforts. Donations to the park can be channeled through Partners for Parks and distributed to the Park without charges and/or strings attached.
- Parks and Rec. Committee is moving forward on working toward a sunshade grant. Based on the American Academy of Dermatology's guidelines, a program has to be in place for one year before the Town can apply. Therefore, ESC has ordered sunscreen packets that will be placed in the park along with literature on sun safety tips. If awarded, the grant will provide shade for the playground.
- The Rotary Club is donating wooden fitness stations to the Park which will be a tremendous addition, and will help keep the momentum going with the grant that we received.
- 2nd Annual Trails & Treats: October 31st, 4:30pm-6:30pm in the Park. Event Coordinator, Ms. Erika Martin is doing a great job at preparing the event, Over 30 local business/organizations have signed up to participate.
- Thanks in part to the Carolina Thread Trail and the NC Recreation Trust Fund, construction of the Richardson Greenway North is underway. If the weather holds, there may be a ribbon cutting ceremony in mid November.
- Holiday Meat Sale- Smoked Hams and Boston Butts pre-sale orders are being taken now. Meat pick-up day is Wednesday, November 26th at the Career Academy & Technical School (CATS).

He concluded by commenting the committee has some new events in the works for the spring.

ITEM 8. J. HOYT HAYES MEMORIAL TROUTMAN LIBRARY REPORT, (Juli Moore, Troutman Branch Manager)

Ms. Juli Moore, Manager of the J. Hoyt Hayes Memorial Troutman Library reported the following:

- In September 2014 the library circulated 4,315 items for an increase of 34% over September 2013.
- September was the first month to provide Monday hours. The library had an average of 170 patrons utilize the library each Monday in September.
- Program Specialist Jenneffer Sixkiller attended a workshop in Charlotte on October 3rd and is looking into the possibility of digitizing the Troutman Library's historical collection.
- The Troutman Friends of the Library recently purchased a movie licensing agreement so that the library will be able to show movies. The first movie will be shown on Wednesday, October 15, 2014 which is an early release day for Iredell Statesville Schools. The library plans to show two movies per month.
- In an effort to increase teen programming and usage, Ms. Moore will be attending a Youth Services Workshop in Greensboro, N.C. on October 16th and 17th. The Troutman Friends of the Library has covered the cost.
- The Troutman Library is collaborating with Lake Norman State Park in offering the library's first "Lets Take a Hike" program on October 18th. Participants are to meet at the library at 9am and caravan over to the park. This program will be offered once a month.
- Halloween Party will be hosted at the Library on Thursday, October 30th from 4-5pm. There will be tricks, treats, games, activities, crafts, and face painting.
- On, Thursday, December 4th from 4-5pm the library will host "Polar Express Night Program". Children can wear their pajamas, the book "The Polar Express" will be read, hot chocolate and cookies will be served. Each child will receive a small token and are encouraged to bring their cameras for a special photo op.

Ms. Moore address the Town's ABC Store tax allocation proposal stating that after the article ran in the Record and Landmark, patrons and volunteers made the suggestion that the tax money allocated to the Library could be utilized for the addition of a meeting room.

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 AGENDA BRIEFING OF SEPTEMBER 08, 2014**
- ITEM 11. MINUTES OF REGULAR MEETING OF SEPTEMBER 11, 2014**
- ITEM 12. MINUTES OF CLOSED SESSION OF SEPTEMBER 11, 2014**
- ITEM 13. MINUTES OF SPECIAL CALLED MEETING OF SEPTEMBER 29, 2014**
- ITEM 14. MINUTES OF CLOSED SESSION OF SEPTEMBER 29, 2014**
- ITEM 15. SUBMITTAL OF RFP FOR TRAFFIC CIRCULATION STUDY PHASE 1**
- ITEM 16. AMENDMENT TO WATER AND SEWER SERVICE POLICY (POLICY #29) IN REGARD TO COLLECTION OF UNDER BILLED CHARGES FOR WATER/SEWER ACCOUNTS**
- ITEM 17. POLICY #43 TITLED: "TOWN OF TROUTMAN FLOWER AND CARD POLICY"**
- ITEM 18. AMENDMENT TO PERSONNEL POLICY (POLICY #27) IN REGARD TO HOLIDAY SCHEDULE**

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

(Copied in full, Policy #27, #29 and #43 is filed in the Town of Troutman Policy Manual, Book #1)
(Copied in full, RTF and Policies #27, #29, and #43 is filed on CD titled: "Town Board Supporting Documents" dated October 6th and October 9th, 2014 in CD Book #1 titled, "Town Board Supporting Documents")

NEW BUSINESS

ITEM 19. ANNEXATION REQUEST: 105 ADDISON PLACE; 0.332 ACRES; PIN 4741068314, (AX-14-01), Applicant: Richard Parsons, (Martin,)

- a. Call for a Public Hearing

Mayor Richardson opened the Public Hearing (in accordance with NCGS 160A-Article 4A)

Planning Director Erika Martin presented Mr. Richard Parsons request for annexation of his property located at 105 Addison Place. The property is already under Town zoning jurisdiction and contiguous to our corporate limits. Staff recommends annexing the property for more efficient delivery of Town services already occurring the neighborhood.

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. Consider Adoption of Ordinance 13-14 Titled: *“An Ordinance To Extend The Corporate Limits Of The Town Of Troutman, North Carolina (Contiguous)”*

Upon motion by Alderman Troutman, seconded by Alderman Jablonski, and unanimously carried, approved adoption of Ordinance 13-14 titled: *“An Ordinance To Extend The Corporate Limits Of The Town Of Troutman, North Carolina (Contiguous)”* as presented.

(Copied in full, Ordinance 13-14 is filed in Ordinance Book 8, Pages 45-46)

(Copied in full, annexation petition, public hearing notice, notice to adjacent property owners is attached to and filed with these minutes)

(Copied in full, staff report, deed, annexation petition, public hearing notice, notice to adjacent property owners, vicinity map, is filed on CD titled: *“Town Board Supporting Documents”* dated October 6th, and October 9th, 2014 in CD Book #1 titled, *“Town Board Supporting Documents”*)

ITEM 20. ADOPTION OF ORDINANCE 14-14 TITLED: *“ORDINANCE AMENDING THE TOWN OF TROUTMAN CODE OF ORDINANCE CHAPTER 10, ARTICLE V, SECTION 10-142 AND 144 REGARDING PROPERTY NUISANCES”*, (Bailie)

Town Manager Ann Bailie explained that the proposed ordinance will strengthen the Town’s existing property nuisance ordinance. The amendments were composed by Town Attorney Gary Thomas for your consideration.

Alderman Jablonski questioned a section regarding overgrowth on developed lots in small areas around mailboxes, utility poles, steep ditches and fence lines. Manager Bailie stated that growth in these type areas would be at the discretion of the code enforcement officer.

Upon motion by Alderman Troutman, seconded by Alderman Williams, and unanimously carried, approved adoption of Ordinance 14-14 titled: *“Ordinance Amending The Town Of Troutman Code Of Ordinance Chapter 10, Article V, Section 10-142 And 144 Regarding Property Nuisances”* as presented.

(Copied in full, Ordinance 14-14 is filed in Ordinance Book 8, Pages 47-48)

ITEM 21. ADOPTION OF RESOLUTION 14-14 TITLED: *“TOWN OF TROUTMAN RESOLUTION OF AWARD FOR WATER SYSTEM EFFICIENCY AND RELIABILITY IMPROVEMENTS PROJECT WIF-1833”*, (Bailie)

Town Manager Ann Bailie stated that the project includes replacement of waterline along Lytton Street and Goodman Road. The project also includes repaving a portion of Lytton Street and replacing approximately 600 existing water meters with automated meter-reading (AMR) technology. Funding comes from a no-interest state loan in the amount of \$812,000. The proposed resolution awards the construction contract to low bidder Bell Construction. Town Engineer Todd Poteet considers Bell Construction qualified to perform the work. The project is expected to be completed by April, 2015.

Upon motion by Alderman Troutman, seconded by Alderman Young, and unanimously carried, approved adoption of Resolution 14-14 titled: *“Town Of Troutman Resolution Of Award For Water System Efficiency And Reliability Improvements Project Wif-1833”* as presented.

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

(Copied in full, letter of recommendation, tentative project schedule, and bid tabulations spreadsheet is attached to these minutes and is filed on CD titled: *“Town Board Supporting Documents”* dated October 06th and October 9th, 2014 in CD Book #1 titled, *“Town Board Supporting Documents”*)

ITEM 22. ADOPTION OF RESOLUTION 15-14 TITLED: “RESOLUTION OF INTENT TO CONSIDER AN ORDINANCE AMENDING THE TOWN CHARTER TO CHANGE THE NAME OF THE GOVERNING BOARD”, (Bailie)

Town Manager Ann Bailie presented the proposed resolution as the first step in changing the Troutman Board of Alderman to the Troutman Town Council. The proposed resolution is a resolution of intent to change the name of the governing board, and set a public hearing on the matter for the next regular meeting on November 13, 2014.

Upon motion by Alderman Jablonski, seconded by Alderman Young, and unanimously carried, approved adoption of Resolution 15-14 titled: “*Resolution Of Intent To Consider An Ordinance Amending The Town Charter To Change The Name Of The Governing Board*” as presented.

(Copied in full, Resolution 15-14 is filed in Resolution Book IV, Page 15)

ITEM 23. APPROVAL OF GRANT AGREEMENT WITH NC TOBACCO TRUST FUND COMMISSION, (Martin)

Planning Director Erika Martin announced that the North Carolina Tobacco Trust Fund Commission has awarded \$50,000 to assist with constructing the park pavilion. Troutman’s project competed against 40 other projects, only 22 were funded. In anticipation of questions the Board may ask, Ms. Martin constructed the following questions and answers:

- Does the commission know we want to use the pavilion for more than just a farmers market? Yes, in fact that is part of what made our application stand out. They know that farmers markets are typically only used one day per week...they want a building that is well used.
- Why is the park a better farmer’s market site than the current location? The downtown pavilion site is constrained by Main St, Eastway Dr, a stormwater drain, and a parking lot...and therefore, not well suited for a farmers market. The size of the downtown pavilion is very similar in covered area to the one we are working to build, but the park offers ample outdoor space to also accommodate tent and truck sales. The park has additional parking and is easily accessible for both the customer and the farmer. The park pavilion will also provide convenient restrooms for all.
- Does the Tobacco Trust Fund Commission know that our park is tobacco free? The answer is yes. Their mission is to fund programs and projects that support farming with a particular focus on farmers that currently or previously grew tobacco. Therefore, as part of the application the Town has promised to reach out to former and current tobacco farmers in the County and invite them to participate with their other products at our market.

Ms. Martin concluded by stating that acceptance of the grant gives the Town all of 2015 to complete construction and should serve as a big push for the pavilion.

Upon motion by Alderman Williams, seconded by Alderman Henkel, and unanimously carried, approved acceptance of Grant Agreement with NC Tobacco Trust Fund Commission.

(Copied in full, grant agreement is attached to and made part of these minutes and is filed on CD titled: “Town Board Supporting Documents” dated October 6th and October 9th, 2014 in CD Book #1 titled, “Town Board Supporting Documents”)

ITEM 24. APPROVED ACCEPTANCE OF FEDERAL GRANT FUNDING FOR SCHOOL RESOURCE OFFICER, (Matthew A. Selves, Police Chief)

Police Chief Matthew Selves requested the Board to approve acceptance of Federal Grant funding for a School Resource Officer (SRO) from the 2014 Community Oriented Policing Services (COPS) Hiring Program. He explained that due to notification that the Iredell Statesville School System would not be funding the Troutman Middle School SRO next school year; Chief Selves applied for the grant. The grant amount is \$176,137; federal funds that will be awarded are estimated at \$125,000 over a three year period, and the local match is \$51, 137 that is divided over three years between the Town and the school system.

Upon motion by Alderman Henkel, seconded by Alderman Troutman, and unanimously carried, approved acceptance of the federal grant funding for a School Resource Officer.

(Copied in full, grant award letter is attached to and made part of these minutes and is filed on CD titled: “Town Board Supporting Documents” dated October 6th and October 9th, 2014 in CD Book #1 titled, “Town Board Supporting Documents”)

ITEM 25. COMMENTS FROM MAYOR AND BOARD OF ALDERMEN

Alderman Young thanked and expressed appreciation to Planning Board Director Erika Martin for the updated project’s list received in the Board packets.

Mayor Richardson commented that three Iredell County Mayors, Costi Kutteh (Statesville), Miles Atkins (Mooresville), and he are Honorary Co-Chairmen of the School Bond issue. He asked the Board if there was any objection to placing a flier in support of the school bond on the Town Hall bulletin board. No objection was heard; and the following motion was made.

Upon motion by Alderman Henkel, seconded by Alderman Troutman, and unanimously carried, approved a resolution in support of the upcoming school bond issue that will be voted on in early November 2014.

ITEM 26. COMMENTS FROM TOWN MANAGER, (Bailie)

Police Chief Matthew Selves:

- Invited all to come out in support of the Inaugural “My Sister’s House Fall Classic Softball Tournament” on Friday, November 7, 2014 at 12:30pm-8pm, located at Mazeppa Road Park in Mooresville. Admission is free, although donations of paper products, toiletries, gift cards and/or non-perishable foods are encouraged. Food and drinks will be available for purchase along with T-Shirts. All donations from the event will benefit “My Sister’s House. The teams consist of the following Iredell County Law Enforcement Agencies: Iredell County Sheriff’s Office, Mooresville Police Department, Statesville Police Department, and Troutman Police Department. Information regarding the event will be posted in the lobby, on Facebook, and published in the Town newsletter.
- Announced- Annual Community Candlelight Vigil, October 16, 2014 at 6:00pm at Holy Trinity Lutheran Church. The vigil is sponsored by Stop Child Abuse Now (SCAN.) The vigil is for North Carolina children who have died due to homicide and neglect at the hands of their parents or caregivers.

Planning Director Martin:

- Informed the Board that the Called meeting of October 27th will need to be rescheduled, due to the applicant being out of the country. She stated she would email alternate dates for the Board to consider.

- The Draft 2035 Comprehensive Land Use Plan is available for public viewing and comment at Town Hall and the Troutman Library through October 22nd. She encouraged the Board to review the plan.
 - The Citizens Academy will begin on January 6th at Town Hall. The class is free to applicants. The Academy is a 7-week program and is designed to inform residents of the inner workings of Town Hall. Currently, 6 participants have registered. Applications are available in the lobby.
 - Starting Monday, Scott Ramsay will serve as an intern for the Town. He is currently a junior at UNC Charlotte studying Economics and Computer Science. Scott will assist with our new website, develop a comprehensive business inventory, create eye-catching brochures to assist with attracting and retaining businesses, among other activities throughout the fall. In January, Jonathan Mozzala a junior at Appalachian State University studying business, will assist with existing community events, develop new ones, and work with our local businesses on a variety of topics through late spring.
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Town Manager Ann Bailie:

- Board Reminders-
 - LifeSpan Luncheon, Friday, October 24, 2014, 11:30pm-2:00pm. RSVP by October 17th.
 - Centralina Council of Governments Conference 2014 “Creative Solutions Thriving Communities”, December 11, 2014, at the Embassy Suites, Concord. Planning Director, Erika Martin will be a guest speaker.

ITEM 27. ADJOURNMENT

Upon motion by Alderman Henkel, seconded by Alderman Jablonski, and unanimously carried, the October 09, 2014 Board of Aldermen meeting was adjourned at 7:53 p.m.

Elbert H. Richardson, Mayor

Kimberly H. Davis, Town Clerk

(*) Consensus of the Board