

**MINUTE BOOK XXIV, PAGES 121-129  
TROUTMAN TOWN COUNCIL REGULAR MEETING MINUTES  
NOVEMBER 12, 2015**

The regular meeting of the Town of Troutman Town Council was held in the Troutman Town Hall, 400 North Eastway Drive, North Carolina on Thursday, November 12, 2015 at 7:00 p.m. with the Mayor Elbert H. Richardson's presiding.

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

Council Members Absent: None

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

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**

In the absence of Associate Pastor Billy Rice of Troutman Baptist Church, Mr. Jasper Farmer delivered the invocation.

**ITEM 3. VETERANS DAY COMMENTS - Pete Meletis, Sr. Vice Commander of The Military Order of the Purple Heart Chapter #285 in Iredell County and Chair of Piedmont Veterans Assistance Council**

Mr. Pete Meletis spoke in honor of Veterans Day on the value of "Freedom" and "pride of being an American". He shared briefly his feeling of when he first joined the Marines at age 18, some of his experiences while in North Korea, and how it felt to return home to America. He quoted, "Freedom is not free, for others have sacrificed". He closed by requesting that Americans show their appreciation every day and not just on Veterans Day.

**ITEM 4. PLEDGE OF ALLEGIANCE**

**ITEM 5. ADJUSTMENTS TO THE AGENDA**

None

**ITEM 6. APPROVAL OF AGENDA**

Upon motion by Council member Young, seconded by Council member Jablonski, and unanimously carried, agenda for the regular meeting of November 12, 2015 was approved as submitted.

## RECOGNITIONS, PRESENTATIONS AND COMMUNITY EVENTS

### **ITEM 7. BUSINESS SPOTLIGHT – Troutman Jewelry and Loan, (*Teross Young, Council Member*)**

Council member Young presented Troutman Jewelry and Loan located at 265-A North Main Street as the town's October business spotlight. He recognized John Marshall, owner, as a respected business owner and community leader in Statesville. Mr. Marshall has worked in his family's pawn business for over 50 years. He earned his degree in economics at High Point University. His parents, PP and Alma Marshall, started Statesville Jewelry and Loan in 1956 in downtown Statesville. Presently, the family business has expanded into two additional locations, Statesville Jewelry & Loan, Davie Avenue and Troutman Jewelry & Loan. The Troutman Jewelry and Loan, Co. opened in 2010 and has 2 full-time employees. They carry a large selection of new and vintage jewelry, new and pre-owned firearms, musical equipment, electronics, tools, sporting equipment, and collectibles. Their merchandise comes from wholesalers, loans, as well as buy, sell, and trade deals. They are known for making secured low interest rate loans, and for their wide variety of new and pre-owned merchandise. Mr. Rick Harris is the Troutman store manager. Rick has been a business staple of Iredell County and surrounding areas for many years. Rick's background in jewelry started in 1982 while working with a local jeweler during high school. In 2006, Rick joined John and the Statesville Jewelry and Loan team bringing with him a reputation of trust and a vast knowledge of diamonds, gemstones, and precious metals. His enthusiasm for the jewelry and loan industry help create Statesville Jewelry and Loan's third and newest location in Troutman

Mr. Harris addressed the Council expressing appreciation for the recognition. He commented that he has enjoyed being in Troutman and is looking forward to continued growth.

Certificate of Appreciation was read aloud and presented to Troutman Jewelry and Loan Manager, Rick Harris by Council member Young.

### **ITEM 8. EDUCATIONAL SPOTLIGHT – Career Academy Technical School (CATS), (*Judy Jablonski, Council Member*)**

Council member Jablonski presented CATS Auto Tech Program as October's educational spotlight in recognition of the program being named "School of the Year" by Tomorrow's Technician magazine, beating out 1,100 other schools across the nation. It is the first year in the contest's eight year history that the award was granted to a high school. The award is co-sponsored by O'Reilly Auto Parts and WIX Filters. CATS Auto Tech program received a \$2,500 donation from WIX, gear from WIX and O'Reilly, and travel for the class instructor and a guest to Las Vegas for a recognition dinner and a cover story and spread in Tomorrow's Technician magazine. Council member Jablonski also stated that CATS Auto Tech Program students are currently competing in a 6 week competition with four other schools across the nation for "Best in Class", as one of the top five finalists of 27 other schools. This competition is sponsored by Quaker State. The students are working on a 2003 Chevy Impala. A \$2,000 gift card from Auto Zone has been awarded to buy supplies and parts for the competition.

Following the viewing of the video that was submitted in the contest, CATS Principal Mr. Larry Rogers addressed the Council expressing appreciation for the Town and Town Council's continued support of CATS in the 5 years it has been located in Troutman. He introduced and credited the following Auto Tech Program instructors: Shane Fox, Ashley Pope, Justin Bennett, Rusty Parker, Dwayne Troutman, and Gary Ramey-absent. Mr. Rogers concluded by stating that it is all about making and providing opportunity to the children to succeed. Instructor Ashley Pope also expressed his appreciation to the Town and shared experiences in Los Vegas at the world's largest automotive show.

Council member Jablonski congratulated the school, instructors, and students along with Mayor Richardson who presented CATS with a plaque for an excellent job well done.

## STANDING REPORTS

### ITEM 9. TROUTMAN ESC PARK, *(Justin Longino, Parks and Recreation Committee Chair)*

Committee Chair Justin Longino presented the following monthly report:

- **Trails and Treats**

Trails and Treats was a huge success this year. An estimated 1200 people showed up to walk the trail and trick or treat. The design consultants for the Pavilion, LaBella Associates, were present and they polled the public on a couple of designs for the pavilion to get feedback. LaBella's willingness to get involved and their ease of communication demonstrates they are going to be a good partner to work with throughout this project.

- **Pavilion Groundbreaking**

Groundbreaking for the Park Pavilion is on Tuesday, November 17th at noon. There will be a brief presentation by Mayor Richardson, Ryu Goto, President of ESC, and hopefully a member of the Tobacco Trust Fund will be present since they are the biggest contributor to the Pavilion project. At the event the pavilion design will be unveiled, everyone that has contributed along the way will be recognized, a group photo taken, and refreshments will be served. Please join the celebration of this momentous occasion.

- **Rotary Fit Stations**

The Fit Stations have been delivered. An appreciation of thanks was expressed to ESC for allowing Rotary to store them until they are installed. Rotary is planning a "test" installation of one or two stations in the coming weeks to get a handle on how the remaining installations will need to be coordinated. After a plan is finalized, Rotary hopes to install them as soon as possible.

- **Eagle Scout Project**

A recent Eagle Scout project has yielded the Park several benches and picnic tables that are well constructed.

- **Playground Equipment**

The new set of playground equipment has been installed in the park. It caters to smaller children as it is made of mainly plastic and is slightly smaller than the other set. Thanks was again expressed to the Town Council for making the equipment possible through a contribution.

- **Holiday Meat Sale**

The Annual Holiday Meat Sale has begun. The price is \$30 for a Boston Butt and \$40 for a holiday ham. Pick-up will be Tuesday, November 24<sup>th</sup> at ESC. Orders can be placed at Town Hall.

- **Jingle Run**

The 2<sup>nd</sup> Annual Jingle Run will be held on Sunday, November 29<sup>th</sup> at 3:00 pm at 107 Grannis Lane. In lieu of a registration fee, participants are asked to bring slightly used coats, non-perishable goods, or hygiene products to be donated to the Children's Hope Alliance.

- **Wendy's Night**

This month Wendy's night will be on Monday, November 30<sup>th</sup>. Please stop by Wendy's and grab a meal to-go or dine-in as 20% of the proceeds go to benefit the park.

Mr. Longino took a minute to thank this council for their support and contributions to Troutman ESC Park. He commented that many people over the last couple of years have worked very hard, and continue to work very hard, for the improvement and well-being of our park. It means a great deal to the volunteers who put so much time and effort into all the projects whether a small amenity or something as big as a pavilion, that we have the Boards

support. Mr. Longino commented that he hoped the Parks and Rec. Committee will continue to move forward and in a positive direction and that Town Council continues to believe in the committee and the projects that are brought before them. Thank you Mayor Richardson and Town Council members.

(Copied in full, Park monthly budget summary is filed on CD titled: "Town Council Supporting Documents" dated November 9<sup>th</sup>, and November 12<sup>th</sup>, 2015 in CD Book #1 titled, "Town Council Supporting Documents")

**ITEM 10. J. HOYT HAYES MEMORIAL TROUTMAN LIBRARY, (Rebecca Lopez, Troutman Library Branch Program Specialist)**

Program Specialist, Rebecca Lopez presented the following monthly library report including past and upcoming events to be held:

- **Halloween Party**

Held October 30<sup>th</sup>, from 3:30 pm to 4:00 pm. Approximately 150 kids participated in fun and games.

- **Native American Heritage Month Celebration**

November 18<sup>th</sup>, at 4: pm. This program is made possible by the Town and Troutman Friends of the Library. Children will learn about Native American heritage, build a tipi, and enjoy Navajo fried bread.

- **Community Garden & Butterfly Garden**

Community work day to be held on November 14<sup>th</sup>. Local Cub Scout Pack 174 has planted a butterfly bush and walnut tree. Lowes has volunteered to donate items for a butterfly garden.

Ms. Lopez informed the council regarding upcoming teen's programs that include: teen book club, teen advisory board, and upcoming random acts of kindness program. She is also hoping to begin a career prep program.

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Mr. Steve Rimmer, Troutman Friends of the Library president shared that a reception was held on October 15<sup>th</sup> for 2014/2015 J. Hoyt Hayes Memorial Troutman Library volunteer of the year Judy Taylor at Davesté Vineyard. He advised that at the 4<sup>th</sup> quarter meeting of the Troutman Friends of the Library, he was elected to begin his 6 year as President, Maxine Harvest was elected Executive Vice-President, and Winky Powell as Secretary/Treasurer. Mr. Rimmer also informed the Council of two awards. One is the Francis Ashburn award, and second is the Francis B. Reid award which is part of the North Carolina Friends of the library that is also a national and world wide organization. Over 430 Friends of the Library in all 100 counties in NC applied for the award. On October 24<sup>th</sup> the Troutman Friends of the Library were presented a check. Maxine Harvest, nominated by Mr. Rimmer received an honorable mention for Volunteer of the Year for the state.

**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.*

Mr. John Larew advised that the Crossing Guard at Troutman Middle School collapsed this morning and later passed away.

Mr. Paul Bryant, Falls Cove Community resident thanked Town Manager Bailie and Public Works Manager Adam Lippard for their prompt attention regarding road issues in the Fall Cove Development.

**CONSENT AGENDA:** *Items on the Consent Agenda are considered to be routine by the Town Council and will be approved with one motion. There will be no separate discussion on these items unless the Mayor or a Council 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 11. MINUTES OF AGENDA BRIEFING OF OCTOBER 05, 2015,** *(Kimberly Davis, Town Clerk)*
- ITEM 12. MINUTES OF REGULAR MEETING OF OCTOBER 08, 2015,** *(Davis)*
- ITEM 13. MINUTES OF CLOSED SESSION OF OCTOBER 08, 2015,** *(Davis)*
- ITEM 14. CONSIDER BUDGET AMENDMENT IN AMOUNT OF \$36,653 FOR 2015 TROUTMAN POLICE DEPARTMENT INFORMATION TECHNOLOGY GRANT FROM NORTH CAROLINA GOVERNOR'S CRIME COMMISSION,** *(Steve Shealy, Finance Director)*
- ITEM 15. CONSIDER AMENDMENTS TO POSITION 130 OF POLICY 18, POSITION CLASSIFICATION PLAN,** *(Ann Bailie, Town Manager)*
- ITEM 16. RESCIND ACTION TO PRIORITIZE CONSTRUCTION OF LYTTON /PATTERSON/ STARKS/ PARK PROJECT,** *(Bailie)*
- ITEM 17. RECEIVE HWY 21 CIRCULATION STUDY CONDUCTED BY KIMLEY HORN,** *(Erika Martin, Planning Director)*

Upon motion by Council member Troutman, seconded by Council member Williams, and unanimously carried, consent agenda items were approved as presented.

(Copied in full, budget amendment, position classification amendment, and circulation study is attached to these minutes and is filed on CD titled: "Town Council Supporting Documents" November 9<sup>th</sup>, and November 12<sup>th</sup>, 2015 in CD Book #1 titled, "Town Council Supporting Documents")

## **NEW BUSINESS**

- ITEM 18. PRESENTATION OF TOWN OF TROUTMAN 2014-2015 BUDGET YEAR AUDIT,** *(Matt Braswell, Martin Starnes and Associates)*

Mr. Matt Braswell, Martin Starnes and Associates presented the Town of Troutman 2014/2015 Audit Report through a Power Point presentation highlighting that the Town received an Unmodified Opinion, meaning a good clean audit; staff was very cooperative and compliant; and implementation of GASB 68 (retirement system) that is currently funded at 101%, therefore the Town's financials show a pension asset. At the end of the fiscal year the Town's General Fund (primary operating fund) increased by \$166,000 (2.9%) and expenditures increased by approximately \$162,000 (2.8%) from prior year. Total Fund Balance Position in the General Fund increased \$60,208 for a total of 1.3 million leaving an Available Fund Balance of \$1,027,486 (36.3%, approximately 4% less from 2014; state requirement is 8%). Mr. Braswell highlighted the Town's top three revenues and expenditures. Revenues: 1) Ad Valorem Taxes-increased \$89,619 (6%); 2) Other Taxes and Licenses-increased \$59,968 (11%) due to sales tax; and 3) Intergovernmental Revenues-increased \$48,648 (15%) mainly due to increase in franchise tax. Expenditures: 1) Public Safety-increased \$7,000 (less than ½%); 2) General Government Expenditures-increased \$68,165 (10.5%) due to additional contracted services in Planning and Zoning Department; 3) Streets and Public Works-increased \$45,783 (9.9%) mainly due to operating expenses for street maintenance/Powell Bill expenditures.

In the Town's Water and Sewer Fund the Unrestricted Net Position is a total of \$555,116 (increase of \$232,239 from prior year); Depreciation Expense is \$413,918 (very comparable to prior years increase of \$15,000); and Cash Flow From Operations is \$483,394 (increase of \$114,300) dollars to cover the Town's debt service that totals \$267,000 for 2015.

Mr. Braswell opened the floor to questions from the Council...

- Council member Henkel asked how next year distribution of the state sales tax will affect the town. Mr. Braswell responded that the way it will be calculated will not hugely affect the town negatively.
- Mayor Richardson commented that this year's audit report is a significant improvement, especially in the water and sewer fund. He asked how the Town ranks overall in comparison with other towns that are Troutman's size. Mr. Braswell responded that it depends on the Town's benchmark, and that the Town is in good financial standing and to put a number on it would be very difficult. He stated he will provide a link to the NC Treasurer's website that will provide information regarding other town's around the size of Troutman.

(Copied in full, 2015 Audit Report is filed in the audit file and filed on CD titled: "Town Council Supporting Documents" November 9<sup>th</sup>, and November 12<sup>th</sup>, 2015 in CD Book #1 titled, "Town Council Supporting Documents")

(Copied in full, 2015 Audit Summary is attached to these minutes and is filed on CD titled: "Town Council Supporting Documents" November 9<sup>th</sup>, and November 12<sup>th</sup>, 2015 in CD Book #1 titled, "Town Council Supporting Documents")

#### **ITEM 19. CONSIDER FAÇADE APPROVALS, (Martin)**

##### **a. Lime Lights Hair Studio, (654 South Main Street)**

Planning Director Erika Martin stated that Lime Lights has recently purchased property located at 694 S Main Street. The property is currently zoned Heavy Industrial (HI) and includes a single family home. The applicants have applied for permits to convert the home from a residential use to a beauty salon and massage studio. Although, the use will be commercial the applicants' desire is for the structure to remain residential in appearance. They are requesting the addition of a porch and enclosing the carport with a brick front façade. The Unified Development Ordinance (UDO) provides no guidance for facades converting from a residential structure to commercial. The Design Review Board recommended approval contingent upon the front wall of the carport being brick. The façade as presented proposes a brick veneer front. Applicant, David Garland was present to answer questions and/or concerns. Council member Young asked where the entrance would be located. Mr. Garland responded that it would be located to the rear.

Upon motion by Council member Troutman, seconded by Council member Jablonski, and unanimously carried, Lime Lights façade was approved as presented.

##### **b. R-Kids Car Lot, (355 South Main Street)**

Planning Director Erika Martin stated that R-Kids Car Lot is pursuing redevelopment of their car lot located at 355 S Main Street. Part of the proposal includes a 5,000 sq. ft. automotive sales and service building. The property is currently zoned Highway Business (HB) and includes a single wide trailer used as the sales office. The applicant submitted a metal building to the Design Review Board (DRB) in October, as metal is clearly not permitted, the DRB and Staff recommended denial. On November 5, 2015 the applicant resubmitted the elevations included in your packets with stucco as the primary building façade material, increased windows along the front façade, and brick veneer accents. Staff relayed that the elevations still did not meet code. Today, the applicant resubmitted with a true brick front and a request for the Town Council to consider stucco and brick veneer for the sides. The ordinance offers little direction on the sides of a commercial building, other than noting they cannot be metal, vinyl, or unpainted concrete block if seen from a public street. Therefore, Staff recommends approval of the facade as revised and presented. Applicant, Richard Caparco was present to answer questions and/or concerns.

Upon motion by Council member Jablonski, seconded by Council member Henkel, and unanimously carried, R-Kids façade was approved

(Copied in full, staff reports and façade sketches is filed on CD titled: “Town Council Supporting Documents” November 9<sup>th</sup>, and November 12<sup>th</sup>, 2015 in CD Book #1 titled, “Town Council Supporting Documents”)

**ITEM 20. APPROVAL OF PRELIMINARY PLAT: IREDELL CHARTER ACADEMY, CROSSTIE RD/HWY 21, (PIN 4732607403), (Martin)**

Planning Director Erika Martin presented the major preliminary plat stating that plats come before the Town Council for two primary reasons. The first is to ensure that conditions have been met on conditionally zoned projects or those requiring a special use permit. Schools are allowed by right in this district, so there are no conditions to review. The second is to ensure that the big picture plans of the Town have been considered. Using a power point demonstration. Ms. Martin pointed out that Crosstie Lane is to be used of as the access point for the school. She explained that the proposed access point meets an important town strategy to reduce the number of driveway cuts on Hwy 21. She also pointed out that greenway and sidewalk connectivity throughout the campus meets numerous town goals for alternative transportation and recreation; and the north-south connectivity is part of the town’s strategy to keep Hwy 21 working efficiently. In conclusion, Staff and the Planning Board recommend the plat as presented. Applicant, Chris Bostic was present to answer questions and/or concerns.

Council member Young asked the type of material to be used for construction of the greenway connection. Ms. Martin responded that the material will be concrete therefore, built to Town standards.

Upon motion by Council member Young, seconded by Council member Troutman, and unanimously carried, preliminary plat for Iredell Charter Academy was approved as presented.

(Copied in full, staff report and preliminary site sketch is filed on CD titled: “Town Council Supporting Documents” November 9<sup>th</sup>, and November 12<sup>th</sup>, 2015 in CD Book #1 titled, “Town Council Supporting Documents”)

**ITEM 21. ANNEXATION (NON CONTIGUOUS) (AX-15-03), Applicant: Superior Properties of Iredell Limited Partnership, PIN 4740938470, 0.133 acres; and PIN 4750031554, 0.065 acres, (Martin)**

**a. Adoption of Resolution 15-15 Titled: “Resolution Directing The Clerk To Investigate A Petition Received Under Article 4a Of G.S. 160a-31”**

Upon motion by Council member Young, seconded by Council member Henkel, and unanimously carried, Resolution 15-15 titled: “Resolution Directing The Clerk To Investigate A Petition Received Under Article 4A Of G.S. 160A-31” was approved.

**b. Consider Approval of Certificate of Sufficiency**

Upon motion by Council member Young, seconded by Council member Henkel, and unanimously carried, Certificate of Sufficiency was approved.

**c. Adoption of Resolution 16-15 Titled: “Resolution Fixing Date Of Public Hearing On Question Of (Non-Contiguous) Annexation Pursuant To Article 4A Of G.S. 160A”**

Upon motion by Council member Troutman, seconded by Council member Young, and unanimously carried, approved Resolution 16-15 titled: “Resolution Fixing Date Of Public Hearing On Question Of Annexation Pursuant To Article 4A Of G.S. 160A” as December 10, 2015.

(Copied in full, Resolutions 15-15 is filed in Resolution Book IV, Page 20)

(Copied in full, Resolutions 16-15 is filed in Resolution Book IV, Page 21)

(Copied in full, Certificate of Sufficiency, petitions of annexation and vicinity map, is attached to these minutes, and is filed on CD titled: "Town Council Supporting Documents" dated November 9<sup>th</sup>, and November 12<sup>th</sup>, 2015 in CD Book #1 titled: "Town Council Supporting Documents")

**ITEM 22. ACCEPTANCE OF GRANT FUNDING IN AMOUNT OF \$14,825 FOR POLICE DEPARTMENT BODY CAMERAS** (no match required), (*Matthew Selves, Police Chief*)

Upon motion by Council member Young, seconded by Council member Jablonski, and unanimously carried, approved acceptance of grant funding for police department body cameras.

(Copied in full, grant award is attached to these minutes, and is filed on CD titled: "Town Council Supporting Documents" dated November 9<sup>th</sup>, and November 12<sup>th</sup>, 2015 in CD Book #1 titled: "Town Council Supporting Documents")

**ITEM 23. COMMENTS FROM MAYOR AND TOWN COUNCIL**

Council member Williams commented that the South Iredell High School (SIHS) Girls Volleyball team won the North Carolina High School Division 3A Athletic Association State Championship. The team's record this year is 27-1. They won 14-0 in the North Piedmont Conference. Of the team's players, four seniors have signed with Division 1 Colleges. She requested that a sign be erected at the high school in honor of the team's championship. Mayor Richardson commented that the current sign at SIHS was designed to be added to. Main consensus of Town Council is to add SIHS Girls Volleyball State Championship to the current sign.

Council member Troutman addressed the Council members with a request that they budget next year for new Depot decorations.

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

Public Works Manager Adam Lippard stated that the mounts for the new holiday decorations (wreaths) are on the light poles on the greenway. The wreaths will go up the first of next week.

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Planning Director Erika Martin thanked Mr. Lippard and the Public Works Department for the new steps on the greenway (cost savings of \$300 in contracting services); and for construction of the toddler playground in the Park (cost savings in labor of \$1,500).

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Town Manager Ann Bailie announced the up-coming events:

- Pavilion Groundbreaking - November 17, 2015 at 12 noon in the Park
- Annual Tree Lighting – December 3, 2015 at 6:00 pm at the Town Depot. She recognized and thanked Troutman Grange for volunteering to supply all the refreshments.

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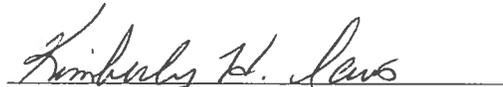
Police Chief Matthew Selves announced that a 5k and Fun Run to be held November 20, 2015 at 6 pm at Zootastic for a My Sisters House fundraiser.

**ITEM 25. ADJOURNMENT**

Upon motion by Council member Troutman, seconded by Council member Williams, and unanimously carried, the November 12, 2015 Town Council meeting was adjourned at 8:30 pm.



Elbert H. Richardson, Mayor



Kimberly H. Davis, Town Clerk

