

**MINUTE BOOK XXVIII, PAGES 1-9  
TROUTMAN TOWN COUNCIL REGULAR MEETING MINUTES  
January 10, 2019**

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, January 10, 2019 at 7:00 p.m. with the Mayor Teross W. Young, Jr. presiding.

Council Members Present: Paul R. Bryant, Sally P. Williams; Judy Jablonski; W. Paul Henkel

Council Members Absent: None

Staff Present: Justin E. Longino, Town Manager; Danielle Upright, Deputy Town Clerk; Steven H. Shealy, Finance Director; Erika G. Martin, Planning Director; Emily M. Watson, Parks and Recreation Coordinator; Lieutenant Marty Loudermilt; Adam K. Lippard, Public Works Manager; Gary W. Thomas, Town Attorney

Press Present: Debbie Page, SVL Free News  
Megan Suggs, Statesville Record & Landmark

**MAYOR TEROSS W. YOUNG JR. CALLED THE MEETING TO ORDER**

**ITEM 1. MAYOR YOUNG WELCOMED VISITORS AND GUESTS**

**ITEM 2. INVOCATION** – Delivered by Pastor Jeff Hamrick, First United Methodist Church, Troutman

**ITEM 3. PLEDGE OF ALLEGIANCE**

**ITEM 4. ADJUSTMENTS AND APPROVAL OF THE AGENDA**

Upon motion by Council member Bryant, seconded by Council member Jablonski, and unanimously carried, the January 10, 2019 meeting agenda was approved as presented.

**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 5. APPROVAL OF AGENDA BRIEFING MINUTES OF DECEMBER 10, 2018**

**ITEM 6. APPROVAL OF TOWN OF TROUTMAN 2019 CALENDAR OF SPECIAL EVENTS**

**ITEM 7. APPROVAL OF POLICY #52 TOWN OF TROUTMAN PUBLIC RECORDS REQUEST**

Upon motion by Council member Jablonski, seconded by Council member Bryant, and unanimously carried, January 10, 2019 Consent Agenda Items was approved as presented.

(Copied in full, Policy #52 and Attachment A is filed in the Town of Troutman Policy Manual)

(Copied in full, Calendar of Special Events, Policy #52 and Attachment A is filed on CD titled: "Town Council Supporting Documents" dated January 7th and January 10<sup>th</sup>, 2018 in CD Book #1 titled: "Town Council Supporting Documents")

## **RECOGNITIONS**

### **ITEM 8. EDUCATION SPOTLIGHT – CAREER ACADEMY & TECHNICAL SCHOOL (CATS), (*Judy Jablonski, Council Member*)**

Council member Jablonski presented the Career Academy & Technical School (CATS) as the Education Spotlight for the month of January featuring student accomplishments of the “Collision Repair” program, a component of the Auto Technology Program. In 2018, students competed in the Regional Skills USA held at Wilkes Community College; the State Skills USA held in Greensboro; and the National Skills USA Automotive Refinishing competition held in Louisville, Kentucky. Students were also recognized from CATS ProStart program. Instructor Linda Marshall and five students attended an all-day class at Guilford Technical Community College in Jamestown earning a Certification Commission recognizing them worldwide with a Certified Guest Service Professional Tourism (CGSP) designation; the highest acknowledgement of awarding guest service for employees in the hospitality and tourism industry. This credential can assist students in getting a higher paying job.

Principal Larry Rogers expressed appreciation and thanks to the Council for the recognition. He introduced and spoke of instructor Michael Bowman’s exceptional leadership in the two years he has been with CATS. Mr. Rogers also introduced and recognized Ms. Linda Marshall, instructor of the ProStart Program expressing that the school will truly miss her as she leave CATS to accept another position.

Instructor Bowman recognized the following students:

- Ryan Timm – 1<sup>st</sup> place in Regional Skills USA competition for Automotive Refinishing; 2<sup>nd</sup> place at the State level
- Grant Hasting – 2<sup>nd</sup> place in Regional Skills USA competition for Automotive Refinishing; 1<sup>st</sup> place at the State level; and 23<sup>rd</sup> place at the National level
- Jack Williams – 3<sup>rd</sup> place in Regional Skills USA competition for Automotive Refinishing
- Michael Welborn – 2<sup>nd</sup> place in Regional Skills USA competition for Collision Repair; 2<sup>nd</sup> place at the State level
- David Bevis – 5<sup>th</sup> place in Regional Skills USA competition for Collision Repair.

Mr. Bowman stated that the Automotive Program received donations and grants in 2018 from the following:

- . Hendrick Motor Company – donation of a Blowtherm Downdraft paint booth
- . Collision Repair Education Foundation - grants in the amount of \$1,000 to purchase tools; and \$1,200 I-CAR curriculum subscription
- . Doosan – matching grant in the amount of \$27,000 to purchase a VR Simspray virtual reality spray simulator
- . Farmer’s Insurance and Copart Auctions- donation of a 2014 Mazda II, to be repaired and sold to fund future growth of the Collision Repair program.

Instructor Marshall stated that the ProStart program at the academy is sponsored by the National Restaurant Association who help the students in receiving as many certifications as possible. This is the first year that the association has offered the American Hotel and Lodging Certification. The 5 students from CATS (Laraysia Chambers, Paige Druaghan, Valentine Gomez, Jessica Lambert, and Avante Ramsey) that attended the class all achieved a 100% pass rate. She stated that the students have participated in other culinary competitions; restaurant management at Johnson Wales and have placed 2<sup>nd</sup> and 3<sup>rd</sup> place at other various competitions at state level.

Following the conclusion of the recognitions, students and staff came forward for a congratulatory handshake from each Council member and Mayor Young who presented them with a Town of Troutman medallion and a town seal patch.

Mayor Young thanked CATS Principal and instructors for participating in the Educational Spotlight and for producing great students for our workforce.

## **STANDING REPORTS**

### **ITEM 9. ABC STORE QUARTERLY REPORT, (*Layton Getsinger, ABC Board Chairman*)**

In providing Council with the ABC Store quarterly report, Mr. Layton Getsinger, ABC Board Chairman stated that their second quarter continues on an upward trajectory over the first quarter. The overall ABC system across the state reported a 11.79% growth for this past quarter, and the Troutman ABC Store had a 22% increase. Year-to-date the store has taken in \$849,457 in revenue (projecting \$1.5 million for the year), compared to \$696,211 last year at this time. Gross sales for the 2<sup>nd</sup> quarter were \$469,179; cost of sales were \$246,436 which was about 53% of the revenue. Operating expenses were \$65,019. Net profit for the second quarter was \$44,000 (9% of the revenue); and net profit for year-to-date is \$71,184 (8% of the revenue). Sales are going considerably better than originally predicted. Currently the store owes \$533,000 on the building. Working capital is \$271,061 and the calculations after this year's audit, allowable retention is approximately \$355,000 and hope to accomplish that amount in the next 3-4 months, and then the store would be able to begin regular contributions to the Town. Once the store exceeds the threshold of \$1.5 million in gross sales. Currently, there is \$150,000 in savings; an untapped line of credit at \$75,000; and \$150,000 in running inventory. The back wall will eventually need to be expanded for additional inventory space and a forklift is needed for unloading inventory. Mr. Getsinger presented the stores mandatory distribution to the Town's law enforcement in the form of a check in the amount of \$1,555.

Council member Henkel commented positively on the stores continued progress as did Council member Bryant; thanking Mr. Getsinger, the ABC Board, and store staff for their hard work. Mr. Getsinger thanked the Council members for their kind words and stated that he would pass his comments on to the store manager Evelyn Walls who is mainly responsible in running the store and managing staff.

Mayor Young thanked Mr. Getsinger for his continued success in keeping everything in line and Ms. Walls for managing the store.

### **ITEM 10. J. HOYT HAYES MEMORIAL TROUTMAN LIBRARY MONTHLY REPORT, (*Kelli Goodwin, Troutman Library Branch Manager*)**

Ms. Kelli Goodwin, Branch Manager Troutman Public Library presented the following monthly library report on current and upcoming programs and events:

- . Monthly Community Displays is a program opened up to the community to display items such as historical pictures, local art, etc. The month of February is already reserved for Black History Month.
- . Iredeil Museums Storytime-January 18th at 11:00am.
- . Closed on January 21<sup>st</sup> for Martin Luther Jr. Day.
- . Let it Flow Yoga-January 28th at 5:30pm.
- . Student Service Opportunity January 29th at 4:00pm, for students looking for community service hours.
- . Teens-January 31st at 4:00pm, setting up and decorating the "Love Your Library Tree".
- . Troutman Friends of the Library (TFOL) Quarterly Meeting-January 17th at 6pm.

## **COMMENTS FROM VISITORS AND GUESTS**

*The Public is invited to address the Town Council with comments or concerns. Public comment is limited to three (3) minutes per individual. Speakers are required to sign in at the podium and are required to adhere to Town Policy #51 titled: "Policy Governing Comments from the Public at Town Council Meetings".*

- Mr. Randy Farmer addressed Council in favor of rezoning request to Rural Preservation (RZ-18-02) agenda Item 12, that was tabled in order to wait on the new Strategic plan. The recently adopted plan shows all these properties to be Rural Residential Agriculture. He commented that rezoning the properties to Rural Preservation would be a positive contribution to Troutman by keeping this area rural and preserving the character of the Town. This rezoning would be in line with the new Strategic Plan for all the requested rezoning's.

## **NEW BUSINESS**

### **ITEM 11. ADOPTION OF THE TOWN OF TROUTMAN UNIFIED DEVELOPMENT ORDINANCE (UDO) AND RESOLUTION AUTHORIZING CONSTRUCTION STANDARDS, (Justin Longino, Town Manager)**

#### **Call for Public Hearing**

#### ***Mayor Young Opened the Public Hearing***

Planning Director Erika Martin thanked Consultant Craig Lewis with Stantec, his team, and the taskforce for working for the past 3 years on a complete overhaul to the Town's Unified Development Ordinance stating that this was no small order, as sentence after sentence has been reviewed, re-arranged, or replaced altogether. She also thanked Randy Farmer/editor in chief, the P&Z Board, Town Council, and citizens for their dedication to this project. Despite the fine tuning, this document will always be a living document. Like all major UDO overhauls, this document is reflective of the issues important at the time of its development. With the document being nearly 300 pages long, Ms. Martin highlighted some of the biggest changes.

- 1) Inclusion of requirements for local traffic impacts arising from development;
- 2) Detailed and illustrated design controls for multifamily and nonresidential development;
- 3) Updated language to reflect microbreweries, short term rentals, logistics, large warehouses, and changes in the law related to signs, variances, and consistency statements;
- 4) Increased opportunity for public engagement, through notifying more property owners and utilizing conditional zoning for all Mixed Residential and Heavy Industrial projects;
- 5) Increased tree and stream protection; and
- 6) Removal of Construction Standards to become its own standalone document.

The P&Z Board unanimously recommended adoption upon addition of a few minor changes. The Town Council also made a slight change to the permitting of town homes. These items have all been incorporated into the document presented this evening. Therefore, Ms. Martin recommended adoption of the updated Town of Troutman Unified Development Ordinance.

No others spoke in favor or in opposition.

#### ***Mayor Young 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 the Town of Troutman Unified Development Ordinance (Ordinance 01-19)**

Upon motion by Council member Williams, seconded by Council member Henkel, and unanimously carried, Ordinance 01-19 titled: *"An Ordinance Adopting The Unified Development Ordinance Of The Town Of Troutman"* was approved as presented.

**c. Adoption of Resolution 01-19 Authorizing Construction Standards for the Town of Troutman**

Town Manager Longino explained that the construction standards would now be a separate, stand-alone document whereas before it was included in the UDO. Consultant Craig Lewis recommended that the Council adopt a resolution authorizing those construction standards to make the document more legally binding. The resolution will also allow administrative updates from the Town Engineer, Public Works Director, and the Town Manager.

Upon motion by Council member Bryant, seconded by Council member Jablonski, and unanimously carried, Resolution 01-19 titled: *"Resolution Authorizing Construction Standards For The Town Of Troutman"* was approved.

(Copied in full Ord. 01-19 with document is filed in Ordinance Book 8, Page 1)

(Copied in full Res. 01-19 with document is filed in Resolution Book IV, Page 1)

(Copied in full, Ord 01-19/UDO, Res. 01-19, and public hearing notice is filed on CD titled: "Town Council Supporting Documents" dated January 7<sup>th</sup> and January 10<sup>th</sup>, 2019 in CD Book #1 titled: "Town Council Supporting Documents")

**ITEM 12. CONSIDER REZONING REQUEST (RZ-18-02), HOOVER/PERRY/MURDOCK ROADS**, approximately 136.08 acres belonging to multiple property owners along Hoover Road, Perry Road, and Murdock Road, PINs: Murdock (4742420787), Emery (4741449369), J Miller (4741564437, 4741566653), W Miller (4741672102, a portion of 4741671767, 4741662694), Morrow (4741664925), Davies (4741650561), Lamberth (4741666585), O'Donnell (4741452974), Hales (4741561144), Dulin (4741564032), Boyd (4741575541), Neumann (4741770674, a portion of 4741676684), General (4742423277, 4742425567), Baker (4741452571), Feilke (4742420353), Laffin (4741367343), Lippard (4741560652), Stroud (a portion of 4741676387), and Gillon (4741357966, 4741357181, 4741344477) from Suburban Residential (RS) and Town Residential (RT) to Rural Preservation (RP)

**a. Approval to Un-table Rezoning Request (RZ-18-02)**

Upon motion by Council member Jablonski, seconded by Council member Henkel, and unanimously carried, approved to un-table rezoning request RZ-18-02.

**b. Adoption of Ordinance 06-18 titled: "An Ordinance Changing the Zoning Classification Of The After Described Property from Suburban Residential (RS) and Town Residential (RT) To Rural Preservation (RP)"**

Planning Director Erika Martin stated that adoption of the Town of Troutman Strategic Master Plan last month resulted in a future land use map that shows all parcels within this request as rural agricultural. Thus, the applicable zoning district would be Rural Preservation. If the Council moves forward with Option 1 as outlined in your manager notes, then some of these parcels will receive legal nonconforming status in the form of acreage, setbacks, frontage requirements, etc. Nonconformities, also known as grandfathering, exist to allow communities to move toward implementation of their vision and allow continued enjoyment of one's property as it existed on the date of the rezoning. Legal nonconformities are a normal and necessary part of any jurisdiction and that, in her professional opinion, there is not a cause for concern or rejection of parcels within this request. Therefore, Ms. Martin recommended approval of RZ-18-02 as requested.

Upon motion by Council member Bryant, seconded by Council member Jablonski, and carried, approved rezoning request RZ-18-02 to Rural Preservation by adoption of Ordinance 06-18 that includes and is limited to the properties of K. Murdock (parcel 4742420787), Emery (parcel 4741449369), J Miller (parcel 4741566653), W Miller (parcels 4741671767, 4741662694), Lamberth (parcel 4741666585), Hales (parcel 4741561144), Boyd (parcel 4741575541), Neumann (parcel 4741676684), General (parcels 4742423277, 4742425567), Lippard (parcel 4741560652), Stroud (parcel 4741676387), and Gillon (parcel 4741357181)

Yeas; Bryant, Jablonski, Henkel

Nays: Williams

**c. Approval of Consistency Statement**

Upon motion by Council member Jablonski, seconded by Council member Bryant, and unanimously carried, that properties approved are consistent with the Town’s newly adopted Future Land Use Map, Strategic Master Plan and Unified Development Ordinance that requires parcels be 3-acres or more to be zoned as Rural Preservation was approved.

**\*Approval of Denial**

Upon motion by Council member Bryant, seconded by Council member Jablonski, and carried, approved to deny the following parcels a change in rezoning: J. Miller (parcel 4741564437), W. Miller (parcel 4741672102), Morrow, Davies, O’Donnell, Dulin, Neumann (parcel 4741770674), Baker, Feilke, Laffin, and Gillon (parcels 4741357966 and 4741344477)

Yeas; Bryant, Jablonski, Henkel

Nays: Williams

**\*Approval of Consistency Statement**

Upon motion by Council member Jablonski, seconded by Council member Bryant, and unanimously carried, that denied properties are inconsistent with the Town’s new Unified Development Ordinance District Standards (section 2.4) that requires parcels be at least 3-acres to be zoned Rural Preservation.

Planning Director asked the Mayor how those parcels would be shown on the Future Land Use Map. Mayor Young responded that the map will need to be reviewed between now and next month’s meeting.

(Copied in full, Ord. 06-18 is filed in Ordinance Book 8, Page 205)

(Copied in full, Ord. 06-18 is attached to and made part of these minutes)

(Copied in full, Ord. 06-18, staff report, and rezoning applications is filed on CD titled: “Town Council Supporting Documents” dated January 7<sup>th</sup> and January 10<sup>th</sup>, 2018 in CD Book #1 titled: “Town Council Supporting Documents”)

**ITEM 13. APPROVAL OF AMENDMENT(S) TO THE TROUTMAN PARKS AND RECREATION COMMITTEE RULES OF PROCEDURE, (Emily Watson, Parks and Recreation Coordinator)**

Upon motion by Council member Williams, seconded by Council member Jablonski, and unanimously carried, approved amendments to the Troutman Parks and Recreation Committee Rules of Procedure as presented.

(Copied in full, amended Rules of Procedure is attached to and made part of these minutes. and is filed on CD titled: “Town Council Supporting Documents” dated January 7<sup>th</sup> and January 10<sup>th</sup>, 2018 in CD Book #1 titled: “Town Council Supporting Documents”)

**ITEM 14. APPOINTMENT OF JANITH HUFFMAN FILLING THE TOWN COUNCIL VACANCY POSITION**

Mayor Young stated that at Council Agenda Briefing on Monday, Council had the opportunity to hear from two applicants that presented themselves for the position to fill the unexpired seat of James K. Troutman. He thanked both applicants, Janith Huffman and Matthew Weber for volunteering.

Council member Williams requested to speak before the floor opened for nominations thanking Ms. Huffman and Mr. Weber for offering the opportunity to serve their Town in this capacity. She commented that she feels both candidates are qualified, however she expressed that Mr. Weber would be the better choice because of the age difference and the ability to relate to the younger citizens; pointing out that all members are retired for the exception of the Mayor. She commented that Mr. Weber, due to his work hours changing have attended all meetings and is involved in the Town’s extracurricular activities. With the term expiring in December of 2019, she challenged the Council to give Mr. Weber a try for remaining term and then if he chooses to do so, he can run for election in November. Council member Williams continued by stating that she would like to keep the Council transparent, as would the citizens and with the Mayor, Council member Bryant and Ms. Huffman living within the same development does not look well to the citizens of Troutman. Mr. Weber’s application was received 8 days following Mr. Troutman’s resignation, where Ms. Huffman’s was received 3 weeks following the resignation. She concluded by commenting that she thinks the Town needs younger blood and that new perspectives would be good for the Town.

Council member Jablonski spoke on behalf of Ms. Huffman commenting that she was a strong candidate based on her education, skills, and work experiences, her understanding of the authorities and responsibilities granted by state statutes of local government, and her volunteer background that includes being a member of the Friends of the Library. She has a long history of attending Town meetings and functions, and was voted Citizen of the Year in 2018. Ms. Huffman has been member of the Board of Adjustment for several years and is currently the Chair. Through her involvement and experiences, she has been involved with people of all ages. Council member Jablonski stated that Ms. Huffman will represent the people of Troutman while trying to improve the quality of life for Troutman residents and encouraging the thriving business community.

Council member Henkel commented that both candidates are qualified and there are positive reasons for both sides, but feels Ms. Huffman is a better fit. The Town needs to appoint someone that can hit the ground running and is familiar with our organization, Town plans and advisory boards, and has the training and education. In addressing Mr. Weber, he pointed out that there is no malice intended and encouraged him if so desired to run for Council in November.

Council member Bryant commented that the Town is fortunate to have the interest of both applicants and regardless of how the vote goes, there will be an opportunity in November for both applicants due to two positions becoming available.

Upon motion by Council member Jablonski, seconded by Council member Bryant, and carried, approved to appoint Janith Huffman to fill the unexpired term of James K. Troutman on the Town Council.

Yeas; Bryant, Jablonski, Henkel

Nays: Williams

Mayor Young congratulated Ms. Huffman on the appointment and thanked Mr. Weber for his interest in serving. There is a lot of opportunity to be active in the Town and he would like for him to stay involved.

Mr. Matthew Weber stated that he never intended for this to be an age issue; that he is very happy for Ms. Huffman and in wishing her well in the position, he commented that he thinks she is an outstanding citizen.

**ITEM 15. COMMENTS FROM TOWN COUNCIL AND MAYOR**

- Mayor Young commented that Council has a retreat coming up and would like Ms. Huffman to be sworn in before that time to be able to participate in the retreat.

## **ITEM 16. COMMENTS FROM TOWN MANAGER**

- Town Manager Longino commented that Lt. Marty Loudermilt who is taking the place of Chief Selves tonight will be joining the meeting again next month in recognition of his retirement.
- Planning Director Erika Martin announced her resignation as she has accepted the position of transportation planner with the Town of Mooresville. She stated that when she first started working for her hometown a decade ago, her plan was to work for Troutman until retirement. But as a woman of faith, she stated that her plans aren't always God's plans and if ever there was a time to leave it is now; with the recent and positive updates to the future land use plan, unified development ordinance, and Colonial Crossing; the project that first made her wonder two decades ago as a high school kid if there was a way to protect trees from development. She concluded by stating that it has truly been an honor, privilege, and dream fulfilled serving as Troutman's first full-time planning director and she is looking forward to the opportunity to grow and flourish professionally with the Town of Mooresville and becoming an active and engaged citizen of Troutman. She expressed thanks to all who have been a memorable and important part of her invaluable journey with the Town of Troutman.

Mayor Young along with other Council members expressed sadness in hearing Ms. Martin's resignation, recognizing her expertise, contributions, and support of the Town over the years as it has grown and developed along with wishing her well.

Mayor Young also commented on losing Lt. Marty Loudermilt due to retirement stating that the Town will be losing two good employees.

## **ITEM 17. CALL FOR CLOSED SESSION PURSUANT TO N.C.G.S. 143-318.11. (a)(4) TO DISCUSS ECONOMIC DEVELOPMENT**

Mayor Young called for a Closed Session pursuant to NC General Statute 143-318.11(a)(4) to discuss Economic Development.

Along with Town Council, Mayor Young asked that Town Manager, Justin Longino; Deputy Town Clerk, Danielle Upright; Steven H. Shealy, Finance Director; and Gary W. Thomas, Town Attorney to join the Closed Session.

Upon motion by Council member Bryant, seconded by Council member Jablonski, and unanimously carried, approved to hold a Closed Session pursuant NCGS 143-318.11(a)(4) to discuss Economic Development.

*Mayor Young Opened the Closed Session.*

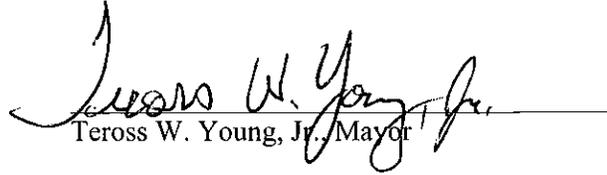
*\*\*MINUTES OF CLOSED SESSION HAVE BEEN SEALED UNTIL SUCH TIME PUBLIC INSPECTION WILL NO LONGER FRUSTRATE THE PURPOSE OF THE CLOSED SESSION\*\**

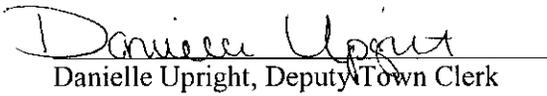
*Closing of Closed Session and Reconvene Open Session*

Upon motion by Council member Henkel, seconded by Council member Bryant, and unanimously carried, approved to reconvene open session.

**ITEM 18. ADJOURNMENT**

Upon motion by Council member Jablonski, seconded by Council member Williams, and unanimously carried, the January 10, 2019 Town Council meeting was adjourned at 8:15 pm.

  
Teross W. Young, Jr., Mayor

  
Danielle Upright, Deputy Town Clerk

