

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

TOWN COUNCIL AGENDA BRIEFING MEETING MINUTES

February 06, 2017 – 4:00 P.M. – Troutman Town Hall

Council Members Present: Mayor Teross W. Young, Jr.; W. Paul Henkel; Sally P. Williams; Judy Jablonski; James K. Troutman; Paul R. Bryant

Council Members Absent: None

Staff Present: Justin E. Longino, Interim Town Manager; Steven H. Shealy, Finance Director; Kimberly H. Davis, Town Clerk; Matthew A. Selves, Police Chief; Adam K. Lippard, Public Works Manager; Erika G. Martin, Planning Director; Emily Watson, Parks & Rec. Coordinator; Gary W. Thomas, Town Attorney

Press Present: Debbie Page, SVL Free News
Jennifer Dandron, Statesville Record and Landmark

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

- I. MAYOR TEROSS W. YOUNG CALLED THE MEETING TO ORDER**
- II. REVIEW AGENDA ITEMS PROPOSED FOR REGULAR MEETING OF FEBRUARY 09, 2017, (Justin Longino, Interim Town Manager)**

****See Draft Agenda ****

Consent Agenda Items:

Item 13. Policy #49 Titled: *“Town of Troutman Private Roads Snow Removal Policy”*

Council was in agreement to remove Item 13 from the agenda following a brief discussion regarding potential liability for the Town and directed staff to refer residents request to the Town’s subcontractor (Country Boy).

Item 14. Eastway Business Center Façade

Planning Director Erika Martin presented elevation drawings for a small industrial building proposed at the end of South Eastway Drive stating that the design meets the Town’s Unified Development Ordinance (UDO) and was unanimously approved by the Design Review Board. An easement was dedicated for the greenway, and engineering for the project will begin once approved by Town Council.

Item 15. Resolutions of Award for Greenway Projects (Res. 03-17 awarding the North Main Street Greenway Ext project to Bell Construction in the amount of \$289,843 and Res. 04-17 awarding the Old Mountain Road Greenway project to Country Boy Landscaping, Inc. in the amount of \$419,086)

Planning Director Erika Martin stated that bids for the projects were advertised and received. Grant funding has been approved for both projects: in the amount \$430,000 for the N. Main St. Greenway Ext, and \$480,000 for the Old Mountain Rd. Greenway.

New Business Items:

Item 17. Amendment Request (RS-CZ-CC-01) Changing the Zoning Classification Suburban Residential Conditional Zoning Conservation Cluster 01 (Falls Cove at Streamwood)

Planning Director Erika Martin explained that with conditional rezoning, it is an agreement between the Town Council and developer stated that the applicant has conveyed if the neighborhood is not supportive of the request/conditions and continues to push for naming rights of the development, he may consider pulling the request from the agenda. Council member Paul Bryant commented that he predicts there will be a lot of people still contentious. Council member Bryant asked if the request is pulled, what the next step is for the developer. Ms. Martin stated that the developer will develop under the conditions of the 2013 ordinance. Council member Bryant presented an update of the results from the neighborhood survey stating that 64% of the residents that responded were in favor of pushing for the naming rights verses the construction of the amenity center (pool and clubhouse).

Council member Williams questioned whether Council member Bryant (resident of Streamwood) should recuse himself from voting on this item. Council member Bryant responded that he does not need to recuse himself. In verifying with legal counsel and the North Carolina School of Government there is no legal issue; it is a Legislative vote not Quasi-Judicial and has the right to represent the citizens.

A brief discussion was held regarding the developers request of septic for property located on Hampton Cove Road.

Items 18 & 19 - Annexation Request (AX-17-01) and Rezoning (RZ-17-01) from Iredell County Residential Agricultural (RA) to Town of Troutman Highway Business (HB), 111 Westmoreland Road, Applicant: Pruitt Development Corporation

Planning Director Erika Martin stated that the annexation request is to bring the property into Town limits and if Council chooses to annex, the property must be rezoned from the county's zoning district to a town zoning district. The Town's Future Land Use Plan shows the area becoming commercial. Therefore, the Town plans are in support of the proposed zoning. The neighborhoods surrounding the property are not in support of the proposed zoning district.

Item 20. Consider Adoption of Town of Troutman Local Comprehensive Transportation Plan

Planning Director Erika Martin stated that the Charlotte Regional Transportation Planning Organization (CRTPO) is in the working on a Regional Comprehensive Transportation Plan and is recommending that cities/towns and counties adopt local map for road improvements and connector roads to be incorporated into the regional plan. Adoption of a local map into the Town's 2035 Land Use Plan will assist when applying for grants and implementation transportation projects on local roads verses state roads. In review of the proposed plan, Ms. Martin stated that everything on the map is already in the Town's CTP with the exception of the addition of a Lytton Street connector and a note to be added at the bottom of the plan, recommended by the Planning Board, that dedication of new connections for the Southwest Bypass not be required until after a solution is determined. Once the Town UDO is complete, text to go with the map will follow. The map can be

updated in the future to reflect the findings of the Town's street study that is currently in process by West Consultants. Council recommended realignment the connector road onto Old Murdock Road and extend Perry Road to connect with the new alignment. Mayor Young requested that staff provide past drafted maps that show a proposed Northwest Corridor and Troutman Parkway for Councils review. Planning Director Martin recommend that Council adopt the map as it exist now as to not delay grant submittal.

21. Consider Approval of CRTPO Grant Submittals

Discussion was held regarding three proposed CRTPO grant submittals with Planning Director Martin explaining that the higher the Town matches, the higher the points and the chance of approval. She advised that the minimum match is 20% which equals 0 points, and continued to explain that 25% is 5 points, 30% is 10 points, etc. She presented the projected cost for all three grants which included acquisition, project design, and construction. Per grant stipulations, project design has to be completed in 5 years, and construction completed with all funding (grant and matched dollars) used in 10 years. Staff was directed to prepare a cost comparison spreadsheet for all three projects.

III. MISCELLANEOUS BUSINESS

A. Business from Mayor and Council

- Council member Henkel
 - Requested staff research Duke Energy's cost to switch all streetlights to LED lighting for future discussion.
 - Expressed concerns with water runoff requesting Public Works check curb/gutters as well grates especially following rain and sever weather.
- Council member Bryant thanked the Public Works department for handling two street issues in the Fall Cove Development.
- Council member Jablonski complimented limb pickup.

B. Business from Staff

1. Acceptance of Land Donation (Stillwater Rd.)

Interim Town Manager Justin Longino stated that the property of approximately 5 acres that runs along the Duke Power right-of-way located between Morrison Farm Road and Stillwater Road the Council accepted as a donation free and clear of any and all liens and encumbrances at the July 16, 2016 Town Council meeting has a past due county tax bill of \$670.50. He asked for a motion from Council if they want to accept the land with the tax bill. Discussion was held regarding potential use/purpose of the land. Planning Director Martin commented that the land may possibly be used for a greenway, but not for any type of structure due to the transmission lines located on the property. Interim Town Manager Longino suggested potential future utility easement. He responded to Council member Jablonski's inquiry stating that the assessed value of the land is \$60,000. For informational purposes, Council requested that the Town Manager research if the amount owed includes any past due taxes on the land for one or two years. Mayor Young commented the Town has already accepted the property and he would not want to now say no. Planning Director Martin commented that the Town's Parks and Rec. can research potential uses for the property.

*Upon motion by Council member Henkel, seconded by Council member Jablonski, and unanimously carried, approved to accept land and pay the unpaid tax of \$670.50 plus any accrued interest and late fees.

2. Discuss Massey Street Property

Realtor Mike Todd, Royal Properties reported there has not been any interest in the property. In researching available properties in Town, nothing has sold in the last 6 months. The 1 acre lot is priced at \$40,000. Mr. Todd recommended waiting 3 months to see if the market changes. At that time he will come back with a recommendation. Council was in agreement.

3. Discussion Regarding Remote Participation

Interim Town Manager Justin Longino stated that the topic of remote participation of Council members at meetings was brought to his attention by Council member Henkel. In researching, a remote participation policy would allow members to call or skype into a meeting and vote. Discussion was held regarding the pros and cons of remote participation, which included: loss of connection, voting in regards to contentious topics, general statutes, and open meetings law. Council was in agreement to not establish a remote participation policy.

4. Citizen and Organization of the Year Nomination Forms

Citizen and Organization of the Year Forms were distributed to Council. Interim Town Manager Longino stated that both forms are posted on the Town's website. He explained that the Organization of the Year means "non-profit" and "for-profit". Submission deadline is March 24th.

IV. Hold Closed Session Pursuant to NCGS 143-318.11(a)(3) to Consult with Attorney, NCGS 143-318.11(a)(5) to Discuss Acquisition of Property and NCGS 143-318.11(a)(6) to Discuss Personnel Matters, (Mayor Young)

Mayor Young called for a closed session pursuant to NC General Statute 143-318.11(a)(3) to consult with attorney, NC General Statute 143-318.11(a)(5) to discuss acquisition of property and NC General Statute 143-318.11(a)(6) to discuss a personnel matter.

*Upon motion by Council member Henkel, seconded by Council member Bryant, and unanimously carried, approved to hold a closed session pursuant to NC General Statute 143-318.11(a)(3) to consult with attorney, NCGS 143-318.11(a)(5) acquisition of property and NC General Statute 14318.11(a)(6) to discuss a personnel matter.

Mayor Young opened the closed session requesting that Interim Town Manager Justin Longino; Town Clerk, Kimberly Davis; Planning Director, Erika Martin; Finance Director, Steve Shealy; Town Attorney, Gary Thomas

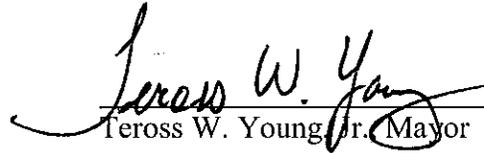
****MINUTES FOR CLOSED SESSION HAVE BEEN SEALED UNTIL PUBLIC INSPECTION WILL NO LONGER FRUSTRATE THE PURPOSE OF THE CLOSED SESSION****

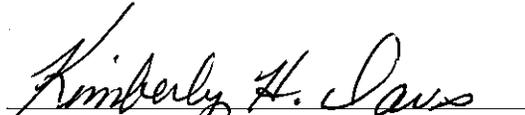
Reconvene Open Session

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

V. ADJOURNMENT

*Upon motion by Council member Williams, seconded by Council member Bryant, and unanimously carried, Agenda Briefing Meeting of February 06, 2017 was adjourned at 7:13 p.m.


Teross W. Young Jr. Mayor


Kimberly H. Davis, Town Clerk

* Motion

