

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

TOWN COUNCIL AGENDA BRIEFING MEETING MINUTES

February 10, 2020 – 4:00 P.M. – Troutman Town Hall

Presiding: Mayor Pro Tem W. Paul Henkel; Council Members Present: Sally P. Williams; Paul R. Bryant; George W. Harris; (Mayor Teross W. Young, Jr. - via phone conference)

Council Members Absent: Edward R. Nau

Staff Present: James W. Freeman, Interim Town Manager; Kimberly H. Davis, Town Clerk; Steven H. Shealy, Finance Director; Tina S. Fleming, Police Chief; Emily M. Watson, Parks and Recreation Director; George A. Berger, Planning Director; Adam K. Lippard, Public Works Director; Gary W. Thomas, Town Attorney

Press Present: Stacie Lett Cain, Iredell Free News

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

I. MAYOR YOUNG CALLED THE FEBRUARY 10, 2020 AGENDA BRIEFING MEETING TO ORDER

• Adjustment(s) to the Agenda Briefing Agenda

None

• Adoption of the Agenda

*Upon motion by Councilmember Bryant, seconded by Councilmember Harris, and unanimously carried, approved the Agenda Briefing Agenda as presented.

II. GENERAL BUSINESS

A. Mayor and Council Items

1. Elected Reports / Comments / Questions

Councilmember Harris:

- Recognized Public Works Director Adam Lippard in being proactive during the heavy rains and in updating Council.
- Recognized and thanked Parks and Rec. Director Emily Watson, and Police Chief Tina Fleming for coordinating the WSIC Radio Show “Our Town” commenting it is a great way to let people know what is going on in Troutman.
- Stated that he, Councilmember Williams, Interim Manager Freeman, and Town Engineer Benjie Thomas visited with Onsrud Industries on January 31st commenting that he was very impressed with the Onsrud facility and clean it was. He commented that that Mr. Onsrud seemed very receptive in working with the Town on the sewer easement and the County on roadway access. In reference to

Onsrud's expansion request, he expressed that he feels it is not totally unreasonable that there are several opportunities to work with them; and since he does not know the background regarding the text amendment (referencing truck parking and maintenance in Heavy Industrial zoning district) he would like Council to have further discussion regarding the impact an amendment would have in other areas zoned HI before it goes to the Planning and Zoning Board.

- Commented that he is glad that the Wagner Street property, owner by the Town, is on the Retreat Agenda stating he has reservations pertaining to the property and what the impact could be to the Town.

Councilmember Williams:

- Reiterated Councilmember Harris' comment agreeing that the CR Onsrud is a nice clean facility and that Mr. Onsrud is very proud of what is there and what has been accomplished.
- Made corrections to Managers notes (in Council packets), and Item 8 on the Agenda Briefing Agenda changing "Ostwalt Road" to "Ostwalt Amity Road".
- Made correction to page 18, line 272 of the January 6th Agenda Briefing Minutes changing "West Avenue" to "West Church Street"
- Questioned driveway inspection date on Saturday, February 1st as stated in Planning Director Berger's report. Mr. Berger confirmed that he worked that Saturday.

Councilmember Bryant:

- Complimented Public Works Director Adam Lippard and Planning Director George Berger on working with Iredell County Erosion Control in resolving the erosion issue at the end of Streamwood Road.
- Complimented all staff that participated in the January 28th Volunteer Appreciation Dinner commenting that it was an excellent event being one of the biggest turnouts of his tenure on Council. He also complimented Mayor Pro Tem Henkel as MC and Parks & Rec. Coordinator Emily Watson in doing a great job in writing and highlighting the wonderful things that volunteers do for the Town.
- In referencing rezoning case (RZ-20-01)-Dorian property located on Lytton Street that was pulled from the January 27th Planning and Zoning Board meeting agenda by the applicant due to non-availability of project funding, Councilmember Bryant recommended that the Town contact the property owner and applicant in efforts to proceed with rezoning the 3 acres from Heavy Industrial to Central Business as proposed in preparation for future planning. If agreeable, the applicant may allow the owner to apply the fee already paid; if not a second fee would be required.

2. Manager Search Committee Status

Interim Manager Jim Freeman shared a printed summary regarding application status from Centralina Council of Governments (CCOG) welcoming all Council Members to review received applications located with the Town Clerk. Following application deadline of February 19th, the Search Committee should again schedule a meeting to determine next steps. Included in Council's packet is a search process timeline. He welcomed

(Copied in full, application summary and search process timeline (attachment #2A) is filed on CD titled: "Town Council Supporting Documents" dated February 10th, and February 13th, 2020 in CD Book #1 titled: "Town Council Supporting Documents")

3. Sign Matters: New Life Missionary & 2014 UDO Electronic Sign Text

Mayor Pro Tem Henkel informed Council that he attended the Board of Adjustment Meeting where an appeal regarding the denial of a sign permit for New Life Missionary Church was heard. He stated that the Board of Adjustment did act appropriately in their decision, but now Council can step in to consider a UDO text amendment (as was allowed in 2014) in an effort to help the church and others in the future. Mayor Pro Tem Henkel requested that an amendment go before the Planning and Zoning Board for a recommendation to Council. Councilmember Williams presented a background regarding the pump station located on New Life Missionary Church property stating that when it was installed, the Town built the monument signs to hide the pump station and agreed to help the church anyway possible in the future for allowing the pump station to be located there. Mayor Pro Tem Henkel voiced a continued issue and complaint of the sewer smell and alarms that come from the pump station. Councilmember Williams asked if not allowing electronic message board signage in the new UDO is an oversight. Planning Director Berger replied no, that research shows it was specifically taken out and that he is currently working on a memo explaining the history of electronic message board signage along with a staff recommendation for Council feedback. Councilmember Bryant stated that there are three questions that need to be addressed: 1) do we want to prohibit, as in current UDO; animated signs, or signs with light or illumination which flash, rotate, scintillate, blink, flicker, vary in intensity or color; 2) need to know what the church is proposing; 3) do we go back to the language as stated in the 2014 UDO or write a new text amendment as to what Council thinks electronic signs should look like. A brief discussion was held regarding the affects the illuminated sign could potentially have on the homes across the street from the Church. Planning Director Berger stated that the 2014 language can be tweaked and updated to more modern language and pointed out that in the 2014 UDO, only one such sign is allowed and the church has two signs that sit at an angle. He advised that he is currently working on an informational memo in reference to electronic message boards to send out to Council prior to sending a text amendment to Planning Board for a recommendation this month. Interim Town Manager requested that the memo be sent to him first for review and he would then forward to Council and stated that Planning Director Berger will be surveying all signs prior to drafting the text amendment.

Mr. Larry Rogers, Principal of the Career Academy Technical School (CATS) addressed Council in regards to electronic message board voicing his shock and disappointment to learn that electronic signage was not allowed. He stated he has saved for 5 years for an electronic sign at his school. He attended today's Agenda Briefing to request a waiver from Council, but in listening to the prior conversation, he will wait to see what action the Council takes in allowing electronic signage. Councilmember Henkel invited Mr. Rogers to attend the February 24th Planning and Zoning Board meeting to hear what staff will be presenting and to speak to the issue.

B. Staff Business and Reports

1. Departmental Reports:

- Public Works Director Adam Lippard reported that the Town fared very well during Thursday's storms in comparison to surrounding towns. Lighting hit the Town's water metering control panel located on Buffalo Shoals Road causing a 300,000 gallons water tank overflow. He stated that parts have been ordered and that insurance will cover the cost. Until the parts arrive, the department is manually controlling the system. Interim Manager Jim Freeman advised that for cautionary purposes, per Mayor Young, Troutman was added to the County's States of Emergency Proclamation.
- Police Chief Tina Fleming commented that with the exception of traffic due to early release of the schools, there were no extra calls or incidents.
- Parks and Rec. Director Emily Watson reported:
 - . Upcoming Sprint-into-Spring 5K will be held on 3/7/20.
 - . Baseball/Softball Field Committee met today for the 1st time.

- . Attended WSIC monthly radio show with a representative from Get Fit Iredell, United Way President, Girls on the Run President, Iredell County Parks & Rec. Director, representative from Lowes, and the YMCA to speak on their partnerships with the Town. She commented she is looking for volunteers for March.
- . Working with Finance Director Steve Shealy in getting quotes on Christmas décor as well as a turn-key process of decorating and storage.
- . Other upcoming community events include: March of Dimes, Alzheimer's Walk, Miles for Matt, TYAA soccer, etc.
- . Reported on recent vandalism at the Park Pavilion and Downtown Depot. Police found the suspect. Locking of the Park gate along with police making rounds has helped. She stated that timed locks for the restrooms and flood lights on both sides of the pavilion are being purchased and Detective Corey Richard is researching cameras for the pavilion.

- **Interim Town Manager Jim Freeman:**

- . Reported that the Town is getting close to securing all needed sewer easements for the Mill Village project. As soon as all are secured, the project can go out for bids.
- . Informed Council of an email received from Ron Smith, City of Statesville Manager advising that they are almost finished with their proposed mapping in regards to the annexation agreement.
- . Discussed retreat topics suggesting to combine several topics under one topic and suggested that at the end of the retreat, Council may want to focus on prioritizing 3 or 4 of their top items.

2. Regular February 13, 2020 Meeting Agenda Items Overview

Interim Town Manager presented a brief review of the items on the February 13 Regular Meeting Agenda.

Proposed addition to the agenda per Mayor Young: Staff to contact James Mallory, Chairman of the Iredell County Commissioners to check availability in attending to give a presentation on the proposed Bond Referendum; if available, add under 'Recognitions and Presentations', item (8a) on the agenda.

Item 13 Splash Pad Rules and Procedure Policy

Councilmember Bryant asked the following for clarification:

- . How will adult supervision be enforced? Parks & Rec. Director Watson stated that it will not be enforced, it is a rule to cover the Town from liability.
- . In reading that glass is prohibited on the splash pad, he asked if glass prohibited from the park. Ms. Watson responded yes and is currently stated on the park rules sign also. Councilmember Bryant asked that the wording be expanded to read "nor in the park".
- . Discussion regarding splash pad hours listed as 'dawn to dusk'. Ms. Watson stated that the sentence is incorrect (park hours are dawn to dusk), and that the sentence needs to be revised. Ms. Watson's suggested revision: "Splash pad season runs from Memorial Day to Labor Day".
- . Lastly, Councilmember Bryant suggested that the sentence on how to activate the sprayers be listed at the top.

Ms. Watson to revise and re-submit to Council via email before Thursday night's meeting.

Councilmember Bryant requested that Council review the sign before it is made.

III. CALL FOR CLOSED SESSION PURSUANT TO NCGS 143-318.11(A)(4) TO DISCUSS ECONOMIC DEVELOPMENT AND PURSUANT TO NCGS 143-318.11(A)(5) TO DISCUSS PROPERTY NEGOTIATIONS

Mayor Pro Tem W. Paul Henkel called for a closed session pursuant to NC General Statute 143-318.11(a)(4) to discuss economic development and pursuant to NCGS 143-318.11(a)(5) to discuss property negotiations. Along with Town Council, Mayor Young asked that James Freeman, Interim Town Manager, Kimberly H. Davis, Town Clerk; and Gary Thomas, Town Attorney join the Closed Session.

*Upon motion by Councilmember Harris, seconded by Councilmember Bryant, and unanimously carried, approved to hold a closed session pursuant NCGS 143-318.11(a)(4) to discuss economic development pursuant to NCGS 143-318.11(a)(5) to discuss property negotiations.

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****

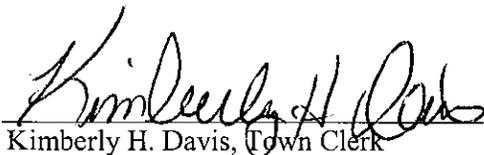
Closing of Closed Session and Reconvene Open Session

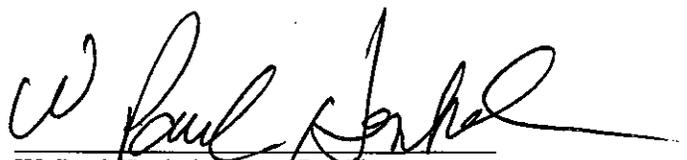
*Upon motion by Councilmember Williams, seconded by Councilmember Bryant, and unanimously carried, approved to reconvene open session.

Action Resulting from Closed Session: None

IV. ADJOURNMENT

*Upon motion by Councilmember Bryant, seconded by Councilmember Williams, and unanimously carried, Agenda Briefing Meeting of February 10, 2020 was adjourned at 6:30 p.m.


Kimberly H. Davis, Town Clerk


W. Paul Henkel, Mayor-Pro Tem

(*) Motion

