

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

TOWN COUNCIL AGENDA BRIEFING MEETING MINUTES

April 05, 2021 – 4:00 P.M. – Troutman Town Hall

Presiding: Mayor Teross W. Young, Jr.

Council Members Present: W. Paul Henkel; Sally P. Williams; George W. Harris; Edward R. Nau; Felina L. Harris

Council Members Absent: None

Staff Present: Ronald Wyatt, Town Manager; Kimberly Davis, Town Clerk; Steve Shealy, Finance Director; Gary Thomas, Town Attorney; Emily Watson, Parks and Rec. Director; Paxton Hix, Parks & Rec. Maintenance

Press Present: Debbie Page, Iredell Free News

Others: See attached Sign-In sheet

I. MAYOR YOUNG CALLED THE APRIL 05, 2021 AGENDA BRIEFING MEETING TO ORDER

****Adjustment(s) to the Agenda Briefing Agenda**

Addition: New Item 4 Presentation of Proposed Scout Project by Senor Patrol Leader Colton Sterling, Statesville Scout Troop 609

• Adoption of the Agenda Briefing Agenda

*Upon motion by Councilmember Eddie Nau, seconded by Councilmember Paul Henkel, and unanimously carried, approved Agenda Briefing Agenda as amended.

II. GENERAL BUSINESS

A. Mayor and Council Items

Councilmember Felina Harris

- Thanked Town Manager Wyatt for providing information for her to share in regards to concerns from citizens of streets in a particular neighborhood.

Councilmember Eddie Nau

- Expressed appreciation to Town Manager Wyatt for the great job in handling a situation on Easter Sunday and to Public Works for their response.
- Thanked the Parks and Rec. Department, town employees and volunteers in making the Easter event successful.

Councilmember George Harris

- Thanked Public Works for their quick response in coming out on Easter Sunday to handle a sewer leak.

Mayor Young

- Thanked the Town Manager for working with staff in creating a successful Easter Event.
- Expressed thanks and appreciation to Public Works Director Adam Lippard and his team for coming out on Easter Sunday.
- Announced that he may not be able to attend Thursday night's meeting and has asked Mayor Pro Tem Henkel to step in for him.

B. Staff Comments/Business

1. Expenditures and Revenue Update, (Steve Shealy, Finance Director)

Finance Director Steve Shealy reported that he has not received the property tax totals from the county, but at this time of year it is fairly minimal and noted that the Town has already exceeded the budgeted amount for this fiscal year. Sales tax continues to be strong and is up approximately \$13,000 over last year at this time. Quarterly utility sales tax is down approximately \$4,000 less than from this time last year. Water and sewer billing is also down slightly compared to this time last year but overall it continues to be strong. Councilmember Henkel commented that he is glad to see that the SRO reimbursement is up this year reflecting a truer cost. Mayor Young asked Mr. Shealy if he thinks the Town will see a significant change in the water and sewer billing in the next few months. Mr. Shealy replied that he expects it to pick up as people begin watering lawns and washing vehicles along with the continuing increase in construction.

(Copied in full, monthly revenue update is filed on CD titled: Town Council Supporting Documents" dated April 5th and 8th, 2021 in CD Book #1 titled: "Town Council Supporting Documents")

2. Set Date for Budget Workshop, (Ronald Wyatt, Town Manager)

Staff and Council discussed tentative dates of May 11th or May 18th for the Budget Workshop at 9:00 am. Date of May 25th was discussed for a second Budget Workshop if needed. No action was taken. Council is to confirm a meeting date at their Thursday night meeting.

3. Discuss Independence Day Parade and Fireworks, (Chuck Gallyon, Parade Coordinator/Emily Watson, Parks & Rec. Director)

Town Manager Wyatt expressed appreciation to Town Staff and Mr. Chuck Gallyon, Parade Coordinator for all the work put into the parades since it all started. He continued by requesting Council's blessing on changing the parade route this year with the parade beginning at CATS

campus down Old Murdock Road to Hwy 21 in order to keep some of the business open, eliminate the manpower needed/staffing and provide a better traffic flow.

Mr. Gallyon praised the Town Staff for all their hard work for the past 16 years of successful parades with the exception of last year when there was no parades due to COVID. This year's Independence Day Parade is scheduled for Saturday, July 3rd at 11:00am. If the Town is able to hold the parade on the 3rd (assuming COVID restrictions will allow it) it will be the largest parade ever held because people are wanting to get out. He stated that the school Superintendent and the Principal of CATS are both on board with staging the parade at CATS. Mayor Young expressed appreciation and thanks to Mr. Gallyon and his family, town staff and all the volunteers that work hard to make the parade a success. Council voiced no objection to changing the parade route.

Town Manager Wyatt stated that he has contacted the County Manager making her aware of the Town's intention of moving forward with the parade and fireworks upon the approval of Town Council. He also advised that the Town would follow the Governor's protocol. He followed up with an email to the county on Tuesday and is awaiting confirmation whether the Town can use the Fairgrounds for the fireworks display and parking. Manager Wyatt stated that the fireworks contract needs to be locked in this week. He informed Council that the cost for fireworks have increased from \$7,500 to \$9,000 due to COVID. Council and staff held a discussion regarding parking in efforts of following social distancing protocol if restrictions are still in place. Town Manager Wyatt commented that hopefully by July there may not be any COVID restrictions, although he does expect that some restrictions will still be in place. The Town will have to advertise giving the public forewarning of those restrictions. Parks and Rec. Director Emily Watson asked Council's desire in moving forward with the Independence Day plans in order to allow staff time to figure out the details.

Upon motion by Councilmember Sally Williams, seconded by Councilmember George Harris, and unanimously carried, approved to suspend the Agenda Briefing meeting for a brief recess. Time: 4:53 pm.

Upon motion by Councilmember Paul Henkel, seconded by Councilmember Felina Harris, and unanimously carried, approved to reconvene the Agenda Briefing meeting at 5:05 pm.

Fireworks discussion continued:

Town Manager Wyatt clarified that if the fairground is available for parking, appropriate spacing of vehicles will follow COVID protocols.

Councilmember George Harris suggested to hold an event in the park and not have the fireworks. Town Manager Wyatt stated that the Town would be under the same restrictions and the same challenges. Councilmember Henkel agreed that a park event would more so limit how many people could attend. In recommending the fireworks event as proposed by staff, Councilmember Henkel commented that he would rather the Town get the most bang for their buck and have as many people attend as possible. People will have to follow the Town's instructions to be responsible and safe. Attorney Gary Thomas recommended that a cancellation clause be added to the fireworks contract if an Executive Order is in place that would hinder the event. Town Manager Wyatt to confirm that a clause be included in the contract.

*Upon motion by Councilmember Paul Henkel, seconded by Councilmember Sally Williams, and unanimously carried, approved to authorize staff to move forward with the Independence Day Parade and Fireworks on Saturday, July 3rd.

****4. Presentation of Proposed Scout Project by Senior Patrol Leader Colton Sterling, Statesville Scout Troop 609**

Senior Patrol Leader Colton Sterling of Statesville Scout Troop 609 presented a proposed Eagle Scout project consisting of an animal blessing box to be located in the Troutman ESC Park that will be stocked with dog food. He described the project as a 4x4x4 wood structure that will stand one (1) foot off the ground for easy access and to avoid water damage. He informed Council that he will be constructing two other similar structures; one to be located at the Iredell County Animal Services and he is still looking for the other location. He stated there is no cost to the Town nor will the Town have to maintain it. Town Manager Wyatt expressed concern regarding the proposed location of the project due to wild animals vandalizing and accessing the box. He suggested that the structure would be less likely to be vandalized if it is erected at Town Hall close to the existing blessing box. Staff requested that it match in similarity to the existing blessing box. Councilmembers were in agreement that the structure be located at Town Hall. Councilmember Harris suggested posting a sign at the dog park making pet owners aware of the blessing box at Town Hall.

*Upon motion by Councilmember Nau, seconded by Councilmember George Harris, and unanimously carried, approved the proposed project of an Animal Blessing Box and for staff to work with Mr. Sterling on installation of the structure.

5. Overview of the Upcoming Regular April 08, 2021 Meeting Agenda Items Scheduled to be Presented, (Wyatt)

Town Manager Wyatt briefly reviewed agenda items as presented on the April 8th Town Council meeting agenda.

New Business:

Items 9 & 10 Selection of Citizen of the Year and Organization of the Year.

Council will make their selection of Citizen and Organization of the Year and then present them at next month's Council meeting.

Item 11 Planning and Zoning Board Appointment(s)/Re-appointment(s) and Nomination(s)

Mr. Frank Burgess, applicant to fill an Inside Alternate position introduced himself to Council presenting a brief professional background and sharing that he feels growth is essential as long as it is in the right way. He commented that it would be a pleasure in working with the Town and being part of the team.

Town Manager Wyatt reviewed the three other considerations for appointment and a nomination to the Iredell County Commissioners.

OTHER:

❖ Town Manager Wyatt commented that since COVID started we have continued in efforts to stream Council meetings through YouTube but we also continue to have issues and glitches with IT in doing so. He asked if Council want to continue to stream or go back to standard meetings advising that by state mandate Council could have already went back to standard meetings but has continued due to safety protocols. Town Hall is currently open to the public requiring mask and social distancing.

Mayor Young polled Council members one at a time resulting in a consensus to go back to standard meetings with Council sitting in their regular seats at the dais and continue to follow the Governor's orders in wearing mask and social distancing as well as to continue live streaming.

❖ Town Attorney informed Council there are two bills in Legislature of concern:

- 1) Bill 349-Eliminates Single Family Zoning
- 2) Bill 455 Decriminalize Town Ordinances

Attorney Thomas stated that the NC League of Municipalities asked that the municipalities talk to talk to legislators opposing the bills. The League has sent out talking points on each as a guide when speaking with legislators. Mayor Young requested that Manager Wyatt draft a letter for all Council members to sign and send directly to legislators. Town Manager Wyatt stated that as in his email to Council, he has been assured that the House Bill and Senate Bill is dead upon arrival, but he will be happy to draft a letter as well.

6. Hold Closed Session Pursuant to General Statutes 143-318.11(A)(5) Acquisition of Property and Pursuant to General Statutes 143-318.11(A)(6) Personnel

Mayor Young called for a Closed Session pursuant to North Carolina General Statutes (NCGS) 143-318.11(a)(6) to discuss a personnel matter; and pursuant to NCGS 143-318.11(a)(5) to discuss acquisition of property.

Along with Mayor Young and Town Council, Town Clerk Kimberly Davis joined the Closed Session.

*Upon motion by Councilmember Sally Williams, seconded by Councilmember Felina Harris, and unanimously carried, approved to hold a Closed Session pursuant to NCGS 143-318.11(a)(5) to discuss acquisition of property and pursuant to NCGS 143-318.11(a)(6) to discuss a personnel matter.

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****

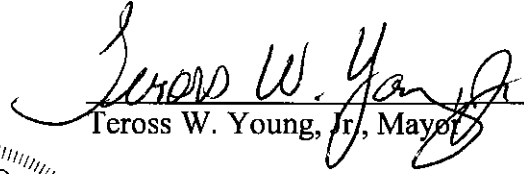
Closing of Closed Session and Reconvene Open Session

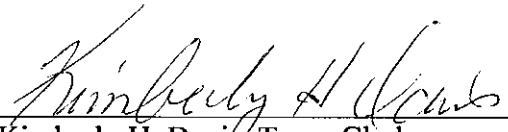
*Upon motion by Councilmember Sally Williams, seconded by Councilmember Felina Harris, and unanimously carried, approved to reconvene open session.

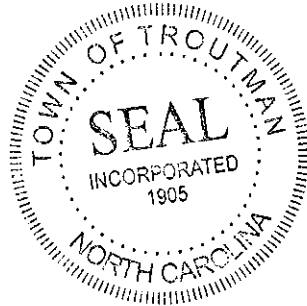
III. ADJOURNMENT

*Upon motion by Councilmember George Harris, seconded by Councilmember Sally Williams, and unanimously carried, approved to adjourn the Agenda Briefing of April 05, 2021.

Time of adjournment: 6:55 p.m.


Teross W. Young, Jr., Mayor


Kimberly H. Davis, Town Clerk



(*) Motion(s)

(**) Addition(s)