

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

TOWN COUNCIL AGENDA BRIEFING MEETING MINUTES

April 08, 2019 – 4:00 P.M. – Troutman Town Hall

Presiding: Mayor Pro Tem W. Paul Henkel; Council Members Present: Sally P. Williams, Paul R. Bryant, Janith J. Huffman, Judy Jablonski

Council Members Absent: Mayor Teross W. Young, Jr.

Staff Present: Justin E. Longino, Town Manager; Kimberly H. Davis, Town Clerk; Steven H. Shealy, Finance Director; Matthew A. Selves, Police Chief; Emily M. Watson, Parks and Recreation Coordinator; Adam K. Lippard, Public Works Manager; Gary W. Thomas, Town Attorney

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

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

I. MAYOR PRO TEM HENKEL CALLED THE AGENDA BRIEFING MEETING TO ORDER

II. ADJUSTMENT(S) TO THE AGENDA BRIEFING AGENDA

Town Manager Longino asked that the closed session to discuss personnel NCGS 143-318.11(a)(6) be moved to Thursday's agenda. Council member Bryant recommended that both items under Agenda Item V; discuss personnel and closed session to consult with attorney, be moved to Thursday's agenda to allow everyone to be present.

*Upon motion by Council member Bryant, seconded by Council member Huffman, and unanimously carried, approved that closed session pursuant to NCGS 143-318.11(a)(6) to Discuss Personnel, and NCGS 143-318.11(a)(3) to consult with attorney be moved to Council's regular scheduled meeting on Thursday, April 12, 2019.

III. MISCELLANEOUS BUSINESS

A. Introductions

- Crystal Gettys, Interim Director, Iredell County Economic Development Corporation
- John E. Ganus, Troutman Code Enforcement Officer, N-Focus, Inc.

Town Manger Justin Longino briefly introduced Iredell County Economic Development Interim Director Crystal Gettys stating that Ms. Gettys and team are leading the search for the new director to fill the position vacated by Mr. Russ Rogerson. Ms. Gettys addressed Council presenting her professional background and the process of selecting of a new director for Iredell County stating that she will be in Iredell County 3 days a week for the next 3 months until a replacement is found. In conclusion she commented that she is glad to be here and looks forward to working with Troutman for the next 3 months. Mayor Pro Tem Henkel welcomed Ms. Gettys to the community.

Secondly, Town Manager Longino introduced the town's new Code Enforcement Officer John Ganus contracted through N-Focus. Mr. Ganus also presented a brief professional background and thanked Council

for the opportunity. He stated that he is contracted to be in Troutman a little over 3 days a month (26 hours) which can be adjusted/broken-up accordingly. Mr. Ganus stated that he is currently in the process of learning the town's 311 system and the town ordinances. Enforcement will be complaint driven, but he will be proactive as well. Mayor Pro Tem Henkel asked that Council receive a monthly code report in Council's packets.

B. Business from Council and Mayor

Council member Williams asked if the waterline at the Church in Barium Spring has been installed. Public Works Manager Adam Lippard responded that the line is in and is ready for the water tap to be made.

C. Business from Staff

1. Discuss Downtown Building

Town Manager Longino presented renderings by Buzz Bizzell and the Small Town Main Street group (STMS) of what the downtown building, purchased by the town, could look like with both minor and major up-fitting. He stated that Mr. Bizzell informed him of the possibility of grants that could make up-fitting a reality. Both renderings were presented for input to the Troutman Business Council, who were in favor of the possibility of a grant and shared that a combination of both renderings may be more feasible and cost effective. The STMS group presented a more basic rendering by dressing up the facade, and providing more options written out, where Mr. Bizzell focused on the front entrance designing it to intrude into the square footage of the bottom floor with less written details. Town Manager Longino stated that he attended a USDA workshop last week that included information regarding "Community Facilities Direct Loan and Grants" program commenting that he would like to explore the option further. He explained that the program would allow for downtown sidewalks, lighting, and other downtown improvements/revitalizations including building renovations stating that he is going to look at including improvements to Lytton Street.

Council member Bryant commented that the rendering presented by the STMS group looks more like fresh paint and what he is looking for is the wow factor that will make an impact on the Town and other business owners, where Mr. Bizzell's rendering is more retro. Council member Henkel stated that he would like to see STMS put their written ideas into picture form and present additional renderings, and/or both Mr. Bizzell and STMS present a hybrid of the two. Town Manager Longino to present the request to STMS for additional renderings. Council member Huffman questioned the renderings meeting ADA requirements. Town Attorney Gary Thomas stated that the building may be classified as historic and may not have to meet ADA code. Town Manager Longino to research ADA requirements.

(Copied in full, proposed renderings/designs is filed on CD titled: "Town Council Supporting Documents" dated April 8th, and April 11th, 2019 in CD Book #1 titled: "Town Council Supporting Documents")

IV. REVIEW AGENDA ITEMS PROPOSED FOR THE REGULAR MEETING TO BE HELD ON APRIL 11, 2019, (Longino)

Consent Agenda:

Item 9. Disaster Debris Management Monitoring and Removal Contracts

Town Manager Justin Longino explained that the two contracts presented are necessary in the event of a natural disaster that would require a debris removal company due to FEMA requirements that municipalities have contracts in place if seeking FEMA reimbursement. The two contracts are for debris removal and debris removal monitoring. He continued by explaining that in the past the Town has been able to piggy-back off of the County's contracts for debris management, but new requirements now prevent it. However, the Town can duplicate the same contract with the same companies for the same price and terms; therefore, the proposed contracts are the same as chosen by the county. Town Manager Longino advised that Finance Director Steve Shealy was involved in the bid and

selection process and Town Attorney Gary Thomas has reviewed them; therefore staff recommends approval of the contracts. Consensus of Council was to leave the item on the consent agenda.

Item 10. Approval of Ordinance 02-19 Titled: “*Ordinance Amending the Town of Troutman Code of Ordinance Chapter 24 Telecommunications Adding Section 24-5 Small Wireless Infrastructure*”

Town Manager Justin Longino stated that recently staff was informed that state guidelines will change as of April 15th for Small Wireless Infrastructure. These guidelines would allow municipalities less control over design and placement of small cell wireless infrastructure. The changes limit municipalities control unless guidelines are in place before the April 15th deadline. The proposed Ordinance is a copy of the ordinance the Town of Mooresville will consider adopting, modified to fit Troutman. He stated that the Town will be able to amend the ordinance after adoption if needed, but are not able to establish restrictions after the deadline. Staff recommends adoption of Ordinance 02-19. Consensus of Council was to leave the item on the consent agenda.

New Business:

Item 17. Text Amendment to the Town of Troutman Unified Development Ordinance (TA-19-01): for the purpose of clarifying the distinction between Hotels, Motels, Inns, and Bed and Breakfasts

Council member Huffman questioned whether the Town should change the definition of “Motel” as recommended by the Town’s Planning and Zoning Board verses the definition as listed in North Carolina General Statutes. Town Manager Longino commented that he believes that the last sentence in the definition was added in addition to state statute, but will research state statutes definition.

Item 18. Annexation Request (AX-19-01) (Non-Contiguous), Applicant(s): Barium Springs Home for Children, located on Old Mountain Road, 18.73 acres, PIN 4732110797

- Hold Public Hearing / Adoption of Annexation Ordinance

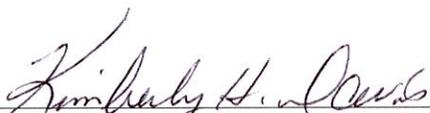
Town Manager Justin Longino explained that the Children’s Hope Alliance is working to put together a conditional rezoning request and at the recommendation of planning staff was advised to wait and be annexed at the same time the rezoning is to be considered. Therefore, staff recommends that just prior to opening the public hearing on April 11th, Council continued the public hearing until their June meeting.

V. ~~CALL FOR CLOSED SESSION PURSUANT TO NCCGS 143-318.11(a)(6) TO DISCUSS PERSONNEL; AND NCCGS 143-318.11(a)(3) TO CONSULT WITH AN ATTORNEY~~ *Removed under adjustments to agenda.

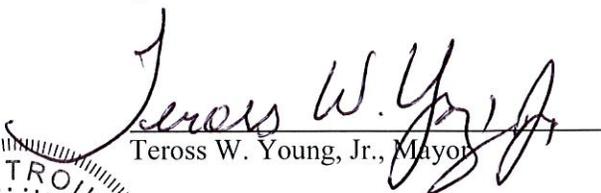
OTHER: Discussion was held regarding new packet format. Council was in agreement that the notebook form is very helpful as well as having the PDF format on the CD. Appreciation was expressed to staff for their time and effort.

VI. ADJOURNMENT

*Upon motion by Council member Huffman, seconded by Council member Bryant, and unanimously carried, Agenda Briefing Meeting of April 8, 2019 was adjourned at 5:03 p.m.


Kimberly H. Davis, Town Clerk




Teross W. Young, Jr., Mayor