

**MINUTE BOOK XXVIII, PAGES 33-39  
TROUTMAN TOWN COUNCIL REGULAR MEETING MINUTES  
April 11, 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, April 11, 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; Janith J. Huffman

Council Members Absent: None

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

Press Present: Debbie Page, SVL Free News

**MAYOR TEROSS W, YOUNG CALLED THE MEETING TO ORDER**

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

**ITEM 2. INVOCATION – Pastor Dieter Punt, Holy Trinity Lutheran Church, Troutman**

**ITEM 3. PLEDGE OF ALLEGIANCE**

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

Council member Bryant recommended to continue the public hearing for annexation request AX-19-01 of Item 18, but will do so when Council comes to that item later in the agenda. He commented that continuing the Public Hearing will allow the applicant time to complete a conditional rezoning application that can be heard and considered at the same time as the annexation request.

Upon motion by Council member Henkel, seconded by Council member Jablonski, and unanimously carried, the April 11, 2019 meeting agenda was approved as amended.

**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 PLANNING RETREAT (PART II) MINUTES OF MARCH 03, 2019**

**ITEM 6. APPROVAL OF AGENDA BRIEFING MINUTES OF MARCH 11, 2019**

**ITEM 7. APPROVAL OF CLOSED SESSION MINUTES OF MARCH 11, 2019**

**ITEM 8. APPROVAL OF REGULAR MEETING MINUTES OF MARCH 14, 2019**

**ITEM 9. APPROVAL OF DISASTER DEBRIS MANAGEMENT MONITORING AND REMOVAL CONTRACTS**

**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”**

Upon motion by Council member Williams, seconded by Council member Huffman, and unanimously carried, April 11, 2019 Consent Agenda Items was approved as presented.

(Copied in full, Ordinance 02-19 is filed in Ordinance Book 9, Page 2-10)

(Copied in full, Ord. 02-19, Disaster Debris Management Monitoring & Removal Agreement, is attached to these minutes and is filed on CD titled: "Town Council Supporting Documents" dated April 8th and April 11<sup>th</sup>, 2019 in CD Book #1 titled: "Town Council Supporting Documents")

## **RECOGNITIONS**

### **ITEM 11. BUSINESS SPOTLIGHT – PIEDMONT DENTAL ASSOCIATES, (Mayor Young)**

Mayor Young presented Piedmont Dental Associates of Troutman as the Business Spotlight for the month of April. Piedmont Dental Associates opened their business in Troutman about 7 months ago on Main Street in the shopping center beside Pellegrino's, and has 2 other office locations: Hickory (Mountain View Family Dentistry), and North Wilkesboro (Piedmont Dental Associates-Wilkes) for 12+ years. The Troutman practice consists of Dr. Tom Carnaggio, Dr. James Piper, and 6 employees that provide not only family dentistry, but also advanced prosthodontics (implants, crowns, bridges, dentures) and maxilla facial prosthesis. Dr. Piper makes eyes, noses, ears, etc., and works with the cancer specialist in Baptist Hospital. Prosthodontics is the specialty of cosmetics, and of restoring or replacing teeth. Piedmont Dental Associates have been excellent community partners with the Town and park events.

In recognition and appreciation of being an important part of the Troutman Community, Mayor Young read aloud and presented Dr. Carnaggio and staff with a framed Certificate of Recognition.

In thanking Council for the recognition, Dr. Carnaggio commented that they are honored to be here to serve the Troutman community.

(Copied in full, Certificate of Recognition is filed on CD titled: "Town Council Supporting Documents" dated August 6<sup>th</sup>, and August 9<sup>th</sup>, 2018 in CD Book #1 titled: "Town Council Supporting Documents")

### **ITEM 12. EDUCATION SPOTLIGHT – SOUTH IREDELL HIGH SCHOOL, (Judy Jablonski, Council Member)**

Council member Jablonski presented South Iredell High School (SIHS) as the Education Spotlight for the month of April honoring and recognizing students for their accomplishments. SIHS staff/teachers were present to present the following students:

- Carson Cook, Rolando Dorbecker, DJ Cook, Mason Sims - Chess Club, Regional Southern Scholastic Chess Tournament 1<sup>st</sup> place team (presented by Judy Britton, Family & Consumer Science Teacher).
- Sarah Beth Johnson (nominated and presented by Karen Van Vliet, Media Coordinator and Nicole Jones, IB Program Coordinator) – Provides a meal program for those in need.
- Brianna Todd (nominated and presented by Stephaine Sendlewski, Chorus) – Helping hand at school and in the community.
- Jacob Schlesinger (nominated by Judy Jablonski, presented by Judy Britton) – Fundraises and donates ipad tablets for children in hospitals.
- Matthew Bowser, Daniel Bowser, Evan Gibson, Jonathan Wilson (nominated and presented Steven Callaway, FFA Advisor) – Future Farmers of America (FFA) Land Judgement Team. (Participants in the 2019 National Land and Range Judging Contest in Oklahoma, April 30<sup>th</sup> – May 2<sup>nd</sup>).

Following the conclusion of the recognitions, students and school 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.

**ITEM 13. PRESENTATION OF TOWN OF TROUTMAN 2017-2018 BUDGET YEAR AUDIT, (Phyllis Pearson, Petway, Mills & Pearson, PA)**

On behalf of Petway, Mills & Pearson, PA, Ms. Phyllis Pearson presented the Town's 2017-2018 budget year audited financial statements. Through a Power Point presentation she highlighted that the Town received an Unmodified Opinion, meaning a clean audit and an Unmodified Opinion on an audit conducted under government auditing standards. She reviewed statements of governmental and business (water and sewer) activities and highlighted that the Town's General Fund -Total Fund Balance was \$1.7 million (an increase of approximately \$400,000). Total Revenues were \$3.6 million, and total Expenditures were \$3.2 million. Ms. Pearson advised that the Town financial position at the end of the fiscal year was good with the Town's assets exceeding liabilities by \$19.6 million; 92.39% of the Town's net position is invested in capital assets; unassigned fund balance was 83.97% of total general fund balance; and legal debt margin is \$30,123. As of June 30, 2018 the Unassigned Fund Balance was \$1.4 million; the state recommends 8% of prior year expenditures be held in fund balance of which the Town meets and exceeds. Property tax collections for 2018 were \$2.2 million. Troutman's percentages trends are within performance guideline for similar size towns. In summarizing the audit findings, Ms. Pearson noted the following:

- . No changes in accounting policies except for accruing pension liabilities related to law enforcement separation allowance and accruing post-employment benefit liabilities.
- . There were two material weaknesses noted: 1) Limited town resources in the ability to prepare financial statements; and 2) ESC Park budget overage – Budget needs to be amended as expenditures change.
- . Changes in use of estimates due to pension liability, law enforcement separation allowance liability, and post-employment benefit obligations.
- . Most sensitive disclosures dealt with capital assets, debt, pension obligations, and post-employment benefit obligations.
- . State auditor proposed adjustments related to pension accounts and immaterial misstatements were noted in other accounts that required adjustments.
- . No disagreements with management and the representation letter was signed in a timely and promptly manner.
- . Audit report was late due to the need for an updated OPEB actuarial study by a private firm. Recommended that the study be ordered as soon as possible this year to avoid a delay.

Mayor Young thanked Ms. Pearson for the report. Council member Bryant thanked Financial Director Steve Shealy for keeping the Town on track.

(Copied in full, 2017-2018 FY Audit Report is filed in the Town audit file)

(Copied in full, 2017-2018 Audit Report and Power Point presentation is filed on CD titled: "Town Council Supporting Documents" dated April 8<sup>th</sup> and April 11<sup>th</sup>, 2017 in CD Book #1 titled, "Town Council Supporting Documents")

**STANDING REPORTS**

**ITEM 14. J. HOYT HAYES MEMORIAL TROUTMAN LIBRARY MONTHLY REPORT, (Shellie Taylor, Troutman Library Branch Library Program Specialist)**

Ms. Shellie Taylor, Troutman Public Library Program Specialist presented the following monthly library report on current and upcoming programs and events:

- Library Week this week...Theme: "Building Strong Communities"
  - . Storytime - Friday at 11am
  - . Life Size Clue - Saturday at 10am, 2pm, and 4pm
  - . All week Bingo - chance to win a \$25 Barnes & Noble gift card
- Upcoming Programs
  - . After Easter Egg Hunt, Tuesday April 23<sup>rd</sup>, 4:30pm. Led by a 10 year old library patron who wanted to do a program.

- Announced that the Iredell County Public Library has implemented a new Marketing Committee of which Ms. Taylor is member. The committee's goal is to raise awareness about the library and resources that the library offers. Also to strengthen the partnership between the Town and Library.
- Announced Library Closure for the Easter Holiday – Friday, April 19<sup>th</sup>; and Saturday, April 20<sup>th</sup>.
- Presented an update on Kelli Goodwin, Library Manager commenting that she is doing well and is in good spirits, and expressed her appreciation of all the thoughts and prayers. Mayor Young asked that Ms. Taylor give Kelli the Councils regards.

**ITEM 15. TROUTMAN PARKS AND RECREATION MONTHLY REPORT, (Emily Watson, Parks and Recreation Coordinator)**

Parks and Recreation Coordinator Emily Watson presented the monthly Parks and Recreation report on the following upcoming events:

- Community Easter Egg Hunt – to be held on Sunday, April 14<sup>th</sup> at 2pm in the Troutman ESC Park. Due to the possibility of inclement weather, a decision to hold the event will be made Sunday morning to reschedule to Wednesday at 5:30pm. Information regarding the event will be distributed via Facebook and mass email.
- March of Dimes March for Babies – to be held Saturday, March 13<sup>th</sup> in the Park.
- Front Porch Fest – to be held on Saturday, May 18<sup>th</sup> at the Iredell County Fairgrounds. Vendor application are still being accepted.
- Farmers Market – informational meeting is to be held on Tuesday, April 16<sup>th</sup> at 4pm at Town Hall. The season starts on May 7<sup>th</sup> in the Troutman ESC Park and runs through September 24<sup>th</sup>. Currently have 13 vendors. Will have some joint programs with the library again this year for young children (Market Munchkins), and Let-It-Flow will offer Yoga (fee-\$5), 7:30pm at the pavilion every Tuesday following the Farmers Market.
- Black & Blue 5K is in the works. The event is a joint effort between Parks and Rec. and the Police Department. Titled sponsor is Academy Sports in Mooresville. The event has 50 participants to date.

**ITEM 16. ABC STORE QUARTERLY REPORT, (Layton Getsinger, ABC Board Chairman)**

Mr. Layton Getsinger, ABC Board Chairman presented the ABC Boards quarterly report stating that the 3<sup>rd</sup> quarter has continued with an upward trajectory with...

- . Net sales - \$368,300 (13% increase over last year's 3<sup>rd</sup> quarter net sales that were \$324,300)
- . Operating Expense - \$58,000 (16% of revenue)
- . Net profit - \$28,848 (8% of revenue)
- . Sales year-to-date - \$1,217,773 (20% increase year-to-date over last year's year-to-date)
- . Net profit year-to-date - \$98,348 (8% of sales), (118% increase in profitability year-to-date)
- . Amount owed on building -\$588,000 (down from loan amount of \$625,000)
- . Working Capital - \$298,744 (max allowed is \$355,143), projected to be at the \$320,000 mark at the end of the 4<sup>th</sup> quarter
- . ABC Board has voted that in new fiscal year to begin making regular distributions
- . Savings account balance-\$289,000
- . Presenting check in the amount of \$1,700.64 to Troutman Law Enforcement this week.

Upon request of Council member Henkel, an update was presented regarding House Bill 91 concerning privatization. Mr. Getsinger stated that the Bill has been introduced in the House and the Senate and has come back with a recommendation of calling it "modernization" verses "privatization". He stated that there were 6 items in the proposed bill is to be voted on next Tuesday. The section with the most impact would require all ABC Boards within one county to merge into one Board.

Mayor Young asked if there is a need for growth in the employee base. Mr. Getsinger responded that there is not a need for additional staff at this time.

## **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".*

None

## **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, *(Justin Longino, Town Manager)*

### **a. Call for Public Hearing**

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

Town Manager Justin Longino stated that the Town's Unified Development Ordinance (UDO) was adopted in January. As discussed through the whole adoption process it will be an ever-evolving document and so the Town has reached the first evolution of said document with an inconsistency found within the definitions of Hotel, Motels, and Inns in the listing in the permitted use table. Upon further analysis, it was determined that there are some inconsistencies with the term bed and breakfast and distinction in state statutes for bed and breakfast homes and bed and breakfast inns that were not clear in the new UDO. He stated that with the help of Stantec Consultant Craig Lewis, studying of the state statutes, and recommendations from the Planning and Zoning Board the proposed text amendment is being presented.

#### ***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 ORDINANCE 03-19 TITLED: "AN ORDINANCE AMENDING THE TOWN OF TROUTMAN UNIFIED DEVELOPMENT ORDINANCE"**

Upon motion by Council member Williams, seconded by Council member Jablonski, and unanimously carried, approved adoption of Ordinance 03-19 titled: *"An Ordinance Amending The Town Of Troutman Unified Development Ordinance"* as presented.

### **c. ADOPTION OF STATEMENT OF CONSISTENCY**

Upon motion by Council member Bryant, seconded by Council member Huffman, and unanimously carried, approved that TA-19-01 is consistent with the parameters of the NC General Statutes, the intent of our Unified Development Ordinance, and further clarifies the guidelines around hotels, motels, inns, and bed and breakfasts in our jurisdiction.

(Copied in full, Ordinance 03-19 is filed in Ordinance Book 9, Page 11-12)  
(Copied in full, Ord. 03-19, is attached to these minutes; and Ord 03-19, staff report, and public hearing notice is filed on CD titled: "Town Council Supporting Documents" dated April 8th and April 11<sup>th</sup>, 2019 in CD Book #1 titled: "Town Council Supporting Documents")

**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, (Longino)**

- **Hold Public Hearing / Adoption of Annexation Ordinance**

Upon motion by Council member Bryant, seconded by Council member Jablonski, and unanimously carried, approved to continue the Public Hearing to the regular scheduled June Town Council meeting.

**ITEM 19. SELECTION OF TOWN OF TROUTMAN “CITIZEN OF THE YEAR”, (Mayor)**

Council member Jablonski commented that this year there are two nominations, Charles “Chuck” Gallyon and Karen Nielson for “Citizen of the Year” and expressed that she feels this year is a special situation and that both nominees are deserving of the award. Each in their own way have contributed greatly in making a difference to the community and that both should be selected as the Town’s “Citizens of the Year”.

Upon motion by Council member Jablonski, seconded by Council member Henkel, and unanimously carried, approved both Charles “Chuck” Gallyon and Karen Neilson to be Troutman’s “Citizens of the Year”.

(Copied in full, nomination forms is filed on CD titled: “Town Council Supporting Documents” dated April 8th and April 11<sup>th</sup>, 2019 in CD Book #1 titled: “Town Council Supporting Documents”)

**ITEM 20. SELECTION OF TOWN OF TROUTMAN “ORGANIZATION OF THE YEAR”, (Mayor)**

Upon motion by Council member Williams, seconded by Council member Henkel, and unanimously carried, approved Troutman Chair Company as the Town of Troutman “Organization of the Year”.

(Copied in full, nomination form is filed on CD titled: “Town Council Supporting Documents” dated April 8th and April 11<sup>th</sup>, 2019 in CD Book #1 titled: “Town Council Supporting Documents”)

**ITEM 21. CONSIDER RECOMMENDATIONS FOR RE-APPOINTMENT TO THE IREDELL COUNTY COMMISSIONERS, (Longino)**

- a. Planning and Zoning Board (3 year terms)
  - ETJ Member Barry General-Term Expiring 6/7/19
  - ETJ Member Randy Farmer-Term Expiring 8/20/19
- b. Board of Adjustment (3 year term)
  - ETJ Member Helen Byers-Term Expiring 6/7/19

Upon motion by Council member Henkel, seconded by Council member Jablonski, and unanimously carried, approved to recommend all three applicants listed above to the Iredell County Commissioners for consideration of re-appointment.

(Copied in full, applications to serve is filed on CD titled: “Town Council Supporting Documents” dated April 8th and April 11<sup>th</sup>, 2019 in CD Book #1 titled: “Town Council Supporting Documents”)

**ITEM 22. COMMENTS FROM TOWN COUNCIL AND MAYOR**

**Council member Williams**

- Expressed thanks and appreciation to all department heads, staff/employees for all they do.

**Council member Henkel**

- Asked Town Manager Longino the status of the street lighting project that is proposed from Old Murdock Road to Barium Springs. Town Manager Longino responded that he spoke with a representative from Duke Energy a week or two prior and was advised that the legal department has signed off on the project, and the request is now with the implementation department. All the approvals for right-of-ways have been obtained therefore at this point it is moving forward through the process. Town Manager Longino stated that there are one or two more right-of-ways that are needed for the Julian Place lighting project.

- Questioned the process of reporting and Duke Energy completing/fixing street light outages. Town Manager Longino responded that the process has improved, but the Town is checking to make sure work has been completed.

**Mayor Young**

- Asked that citizens are reminded to use the Town’s mobile 311 system when reporting a light outage or any other problem. Town Manager Longino stated that there is a link on the website and reminders that go out in the Town’s newsletter.
- Asked that staff advertise, reminding citizens of grass height restriction and to not put clippings in the street with an explanation of why not to leave clippings in the street. Council member Jablonski suggested sending a message out via phone tree in addition to putting it in the newsletter.

**ITEM 23. COMMENTS FROM TOWN MANAGER**

**Town Manager Justin Longino**

- Reminders:
  - . April 17<sup>th</sup>, 2pm – 1<sup>st</sup> Budget Meeting, Town Hall
  - . April 19<sup>th</sup> – Town Hall Closed, Good Friday
- Highlighted from the audit report that the Town put \$399,220 back into the Fund Balance last year.

**ITEM 24. CALL FOR CLOSED SESSION PURSUANT TO NCGS 143-318.11(a)(3) TO CONSULT WITH AN ATTORNEY AND PURSUANT TO NCGS 143-318.11(a)(6) TO DISCUSS PERSONNEL**

Mayor Young called for a closed session pursuant to NC General Statute 143-318.11(a)(3) to consult with an attorney and pursuant to NC General Statute 143-318.11(a)(6) to discuss personnel.

Upon motion by Council member Bryant, seconded by Council member Huffman, and unanimously carried, approved to hold a closed session pursuant NCGS 143-318.11(a)(3) to consult with an attorney, and pursuant to NC General Statute 143-318.11(a)(6) to discuss personnel.

Along with Town Council, Mayor Young asked that Justin Longino, Town Manager; Kimberly Davis, Town Clerk; Steven Shealy, Finance Director; Matthew Selves, Chief of Police; Gary W. Thomas, Town Attorney; and Chris Carney to join the Closed Session.

*Mayor Young Opened the Closed Session.*

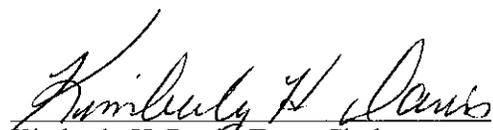
**\*\*MINUTES OF CLOSED SESSION HAVE BEEN SEALED UNTIL SUCH TIME PUBLIC INSPECTION WILL NO LONGER FRUSTRATE THE PURPOSE OF THE CLOSED SESSION\*\***

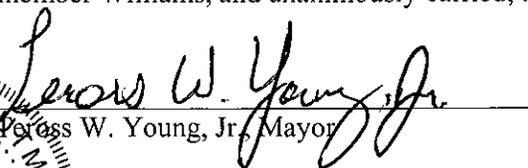
*Closing of Closed Session and Reconvene Open Session*

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

**ITEM 25. ADJOURNMENT**

Upon motion by Council member Huffman, seconded by Council member Williams, and unanimously carried, the April 11, 2019 Town Council meeting was adjourned at 9:38 pm.

  
 Kimberly H. Davis, Town Clerk

  
 Lewis W. Young, Jr., Mayor

