

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

TOWN COUNCIL AGENDA BRIEFING MEETING MINUTES

August 07, 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, Town Manager; Steven H. Shealy, Finance Director; Kimberly H. Davis, Town Clerk; Matthew A. Selves, Police Chief; Erika G. Martin, Planning Director; Adam K. Lippard, Public Works Manager; Emily M. Watson, Parks and Recreation Coordinator

Press Present: Debbie Page, SVL Free News
James Neal, Statesville Record and Landmark

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

I. MAYOR TEROSS W. YOUNG CALLED THE MEETING TO ORDER

Mr. Jasper Farmer gave the invocation.

II. MISCELLANEOUS BUSINESS

A. Business from Council and Mayor

• **Miscellaneous Business/Additional Comments:**

None

1. Discussion Regarding South Iredell High School (SIHS) Football Team Donation

Mayor Young informed Council that the Town has received a request for support in sponsoring a meal for the SIHS Football team. He stated that in past years the Town and/or Council has donated funds to help feed the team and asked if Council is interested in providing a meal again this year; setting the goal of \$500.

*Upon motion by Council member Jablonski, seconded by Council member Henkel, and unanimously carried, approved donation of \$500 (\$250 donation from the Town, and another \$250 total coming from individual Council members making personal donations).

B. Business from Staff

1. Presentation: Town Hall Design Options, (John Fuller, Fuller Architecture)

As requested by Town Council at a previous town meeting, Mr. John Fuller of Fuller Architecture presented a PowerPoint presentation of two (2) Town Hall renovation options and preliminary cost opinion to Council. The first rendition (Option B) includes: new main floor building addition for the Police Department (6,720 sf/cost opinion \$1,276,800); renovations of the existing Council Chambers that will provide additional

office space (1,188 sf./cost opinion \$89,100); site work of grading, paving, drainage, curbing, and sidewalks (cost opinion \$75,000). With \$128,800 of soft cost calculated in along with a contingency of 7%, the total project would cost approximately \$1,670,563.

The second rendition (Option C-Master Plan-Full Build Out) includes a much larger scaled expansion that would provide space for lease: new main floor building addition-finished space (8,235 sf/cost opinion \$1,564,650); main floor unfinished lease space (7,101 sf/cost opinion \$710,100); lower level Sally Port (2,408 sf/cost opinion \$240,800); lower level finished space for the Police Department (2,500 sf/cost opinion \$400,000); lower level unfinished lease space (3,608 sf/cost opinion \$360,800); renovations of the existing Council Chambers (1,188 sf./cost opinion \$89,100). With site cost increasing to \$225,000; soft cost increasing to \$299,331; and a 5% contingency of \$179,522, total projected cost for Option C is estimated at \$4,069,303.

Mayor Young questioned the timeframes of completion for both alternatives. Mr. Fuller gave an estimate of 9 months to 1 year for the basic floor plan, commenting "depending on how aggressive the contractor is", and for the full build lease option his estimate is 1 year or more. Mr. Fuller explained that the addition of either option would be completed before renovations took place as to not interfere with town business and that additions to get to the full build lease option could be completed in phases. Mayor Young also asked about putting a restroom in the area behind Council Chambers where storage is proposed. Mr. Fuller stated that he would make the revision.

No action was taken.

2. Discussion Regarding Street Improvement Projects

Town Manager Justin Longino directed Council's attention to the street paving priorities summary in their packets from a study performed by West Consultants and to an additional list of road repair options as reported through the Mobile311 system such as Stratford Road at Avon Drive; Winterflake Drive; Depot Parking Lot, Downtown Parking Lot, and Julian Place at Stop and Save. He stated that Council has budgeted \$55,000 in this year's budget for street improvements. He ask for Council direction in regards to which project(s) are to be considered as their top 4 or 5 priorities in order to request cost estimates from contractors. Town Manager Longino recommended one or two streets options from the paving priorities summary and two or three options from the smaller projects list.

Discussion was held regarding Winterflake Drive and the portion in need of repair. Town Manager Longino advised that Public Works has patched several areas and is ranked overall in "good" condition. Council member Henkel commented that the area of need is a fairly short section and patch work will only last a short time. He suggested that Winterflake could be a project that could piggy back onto a larger project. Other road paving projects discussed included: Stratford Road., Depot and Downtown Parking lots, Julian Place, Rimmer Farm Road., Elliot Drive, and East Thomas Street to the extent of what would be involved in each projects. Finance Director Steve Shealy stated that the Town could get a much better cost estimate if presented as a package.

Council was in agreement that Public Works patch the potholes at Julian Place.

In expressing concerns of high traveled areas/neighborhoods, Mayor Young requested that staff seeks estimates on the top 8 streets listed in "Poor" condition on the Paving Priorities Summary, and include Winterflake Drive and Stratford Road, as a package. Quotes are to be based on 2 inch resurfacing (assuming surface base is good), to present to Council for a decision regarding funding.

Council members brought to staff's attention that mowing/spraying of weeds is needed on the West side of Rimmer Road and at Julian Place.

Upon request of Talley Street resident Jasper Farmer, staff agreed to report the large pothole located on Talley Street to NCDOT.

3. Review of Park Alcohol Ordinance

Town Manager Justin Longino stated that staff has incorporated the changes as proposed by Council in the revised version of the Town's Park, Greenways and Depot Alcohol Ordinance for Council's feedback. Parks and Recreation Coordinator Emily Watson briefly described the changes as follows: totaling prohibiting alcohol at private parties; changed the greenway language to Troutman Greenway System, removing the name Richardson Greenway; added the language "unfortified" in front of wine; changed from requiring 1 officer for 250 people to 2 officer for 250 people; and regarding alcohol on the greenway, the word "possession" was removed. In section (h) of the ordinance, Mayor Young questioned verbiage in regards to tobacco use "and/or possession". Chief Selves commented that they should be able to carry, but not use it. It was consensus that "and/or possession" be eliminated from the ordinance.

A discussion was held regarding state law and possession of any firearm and handgun in the park, on greenways, or at the Depot following Council member Bryant's inquiry whether an individual that was licensed to carry a concealed weapon could legally bring a gun onto these properties. Chief Selves advised that state law says that concealed carry of a gun cannot be restricted in parks, on greenways, or playgrounds, but it is not allowed to conceal carry at recreational facilities that have playing fields. Council was in agreement that staff contact Town Attorney Gary Thomas to research state laws concerning concealed carry in parks.

Council member Bryant questioned the number of police officers required at a special event suggesting that at least one officer be required for a special event of 100 people up to 250 people. Police Chief Selves stated that he reads the ordinance as requiring 2 officers for every 250 more people. Council member Henkel commented that whatever the amount of people determined, the language in the proposed ordinance need to be cleaned up suggesting that it could be 1 officer required for 50 to 100 people, and 2 for 100 to 250 people. Council made no formal recommendation.

(Copied in full, proposed Park Alcohol Ordinance 19-17; Town Hall Design options, preliminary cost estimates, and Street Improvement Recommendations and priority listing is filed on CD titled: "Town Council Supporting Documents" dated August 7th and August 10th, 2017 in CD Book #1 titled, "Town Council Supporting Documents")

III. REVIEW AGENDA ITEMS PROPOSED FOR REGULAR MEETING OF AUGUST 10, 2017, (Justin Longino, Interim Town Manager)

*****See Draft Agenda *****

Items Discussed:

Agenda Item 9. Approval of Resolution 15-17 Titled: "*Resolution Accepting Absolom Drive and Fesperman Circle as Public Streets*", (Erika Martin, Planning Director)

Planning Director Erika Martin explained that the proposed Resolution is to adopt Absolom Drive and Fesperman Circle located within the Sutters Mill Subdivision as Town streets. The roads, built in February of 2017 are in good condition and meet Town standards. Town Engineer Todd Poteet recommends the Town's acceptance of the streets to be included in the Town's street system.

Agenda Item 10. Approval of Façade for Lytton Street Apartments “Troutman Place”, (*Erika Martin, Planning Director*)

Planning Director Erika Martin stated that the Troutman Place Apartments are to be located on Lytton Street behind Troutman Funeral Home on the Scott Parmiter property. The Design Review Board (DRB) recommended approval of the façade as presented.

Standing Reports

Agenda Item 15. Troutman Parks and Recreation

Town Manager Longino stated that Troutman ESC Park report has been re-titled to Troutman Parks and Recreation. Emily Watson, Parks and Recreation Coordinator will now be presenting the report that will include Town events and park projects.

IV. CALL FOR CLOSED SESSION PURSUANT TO G.S. 143-318.11(a)(6) TO DISCUSS A PERSONNEL MATTER

Mayor Young called for a closed session pursuant to NC General Statute 143-318.11(a)(6) to discuss a personnel matter.

*Upon motion by Council member Williams, seconded by Council member Henkel, and unanimously carried, approved to hold a closed session pursuant to NCGS 143-318.11(a)(6) to discuss a personnel matter.

Mayor Young opened the closed session.

Along with Town Council, Mayor Young asked that Town Manager, Justin Longino attend the Closed Session.

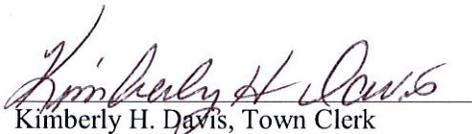
MINUTES OF CLOSED SESSION HAVE BEEN SEALED UNTIL SUCH TIME PUBLIC INSPECTION WILL NO LONGER FRUSTRATE THE PURPOSE OF THE CLOSED SESSION

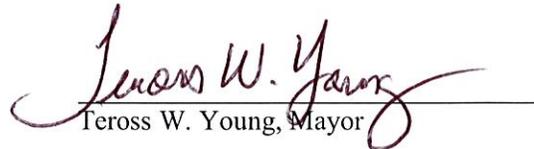
Reconvene Open Session

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

V. ADJOURNMENT

*Upon motion by Council member Troutman, seconded by Council member Henkel, and unanimously carried, Agenda Briefing Meeting of August 07, 2017 was adjourned at 6:16 p.m.


Kimberly H. Davis, Town Clerk


Teross W. Young, Mayor

(*) Motion

