

**MINUTE BOOK XXV, PAGES 3-10
TROUTMAN TOWN COUNCIL REGULAR MEETING MINUTES
JANUARY 14, 2016**

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, January 14, 2016 at 7:00 p.m. with the Mayor Ronald N. Wyatt presiding.

Council Members Present: Teross W. Young, James K Troutman, Sally P. Williams, W. Paul Henkel, Judy Jablonski

Council Members Absent: None

Staff Present: Ann G. Bailie, Town Manager; Kimberly H. Davis, Town Clerk; Steven H. Shealy, Finance Director; Erika G. Martin, Planning Director; Adam K. Lippard, Public Works Manager; Matthew A. Selves, Police Chief; Gary W. Thomas, Town Attorney

Press Present: None

MAYOR RONALD N. WYATT CALLED THE MEETING TO ORDER

ITEM 1. MAYOR WYATT WELCOMED VISITORS AND GUESTS

ITEM 2. INVOCATION

Pastor Mike Carr, First United Methodist Church gave the invocation.

ITEM 3. PLEDGE OF ALLEGIANCE

ITEM 4. ADJUSTMENTS TO THE AGENDA

Added "Discuss Acquisition of Real Property §143-318.11(a)(5)" under Agenda Item 21. Hold Closed Session

Upon motion by Council member Young, seconded by Council member Williams, and unanimously carried, the above adjustment adding "Discuss Acquisition of Real Property §143-318.11(a)(5)" to the closed session was approved.

ITEM 5. APPROVAL OF AGENDA

Upon motion by Council member Troutman, seconded by Council member Young, and unanimously carried, agenda for the regular meeting of January 14, 2016 was approved as amended.

RECOGNITIONS, PRESENTATIONS AND COMMUNITY EVENTS

ITEM 6. BUSINESS SPOTLIGHT – Walgreens, (Teross Young, Council Member)

Council member Young recognized Walgreens as the Business Spotlight for the month of January. Walgreens originated in 1901 in Chicago by Charles R. Walgreen, Sr. (pharmacist) whose energy and enthusiasm led to new ideas and ambitious expansion. He manufactured his own line of drug products to ensure high quality and low prices. Today Walgreens Boots Alliance, created in 2014 through the combination of Walgreens and Boots

Alliance, is the first global pharmacy-led, health and wellbeing enterprise. The merger brought together two leading companies with shared values and heritage along with iconic brands, complementary geographic footprints, pharmaceutical wholesaling and community care dating back 100 years. Walgreens is located in more than 25 countries and has over 370,000 employees making it the largest retail pharmacy in the United States and Europe. The store, managed by Brian Nance is located at 533 North Mani Street, opened in Troutman on November 8, 2013 employees 20 people and provides health and pharmaceutical services, innovative solutions, beauty products, vaccinations, photo services, and convenient shopping for everyday household items. A list of store and pharmacy hours were announced.

Mr. Brian Nance, store manager thanked the Mayor and Town Council for the recognition. He stated that he is originally from Troutman, and it is great to be back and be part of the community.

Certificate of Appreciation was read aloud and presented to Walgreens Manager Brian Nance by Council member Young.

ITEM 7. EDUCATION SPOTLIGHT – Troutman Elementary School (TES), *(Judy Jablonski, Council Member)*

Council member Jablonski first gave a brief update on Career Academy Technical School (CATS) Automotive Technology Center (ATC) makeover of the 2003 Chevy Impala stating that it was sold at auction (Mecum Auction) in Austin, Texas on December 11, 2015. The proceeds from the sale (totaling \$6,000) go to ATC on the CATS campus. CATS News Bulletin is available in the Town Hall lobby.

Troutman Elementary School was presented as January’s Education Spotlight in recognition of the entire school participating in the largest learning event in history, “The Hour of Code,” during Computer Education Week December 7-14, 2015. TES first participated in the program in 2013 which led to a basic programming class at the school. Council member Jablonski stated that in today’s economy, computer jobs outnumber students graduating into the field by 3 to 1 and computer science is foundational for every industry today. The majority of schools do not teach computer science, and TES is working to change that. TES Computer Science teacher Jill Sipe’s mission is to use technology to communicate ideas in new and engaging ways. Computer Science is not just about technology, but also logic, problem solving and creativity. It drives job growth and innovation throughout society and is one of the most in-demand college degrees. TES is committed to teaching all students the skills they need to be successful 23rd century adults.

STANDING REPORTS

ITEM 8. TROUTMAN ESC PARK, *(Justin Longino, Parks and Recreation Committee Chair)*

Committee Chair Justin Longino presented the following monthly report:

Pavilion

The Park Pavilion has gone out for bid. He thanked everyone that has worked to get the pavilion this far in the process, especially the Subcommittee and Sally Williams, Chair.

Fit Stations

Members of the Rotary Club of Troutman installed one of the fit stations last month. It was fairly easy and the install is well done. The locations for the remaining fit stations has been outlined along the walking trail and grading will begin this week in areas needed. The following recap was given regarding the project: 20 fit stations; all are natural; each different; and will be placed throughout the trail. Most of the stations will be outlined with 4x4 lumber with a fine gravel material laid down within the station area.

Sprint into Spring

4th Annual Sprint into Spring on March 5, 2016. Participant registration is online at racesonline.com/events/sprint-into-spring. For sponsorship information contact Justin Longino.

Wendy's Night

January 25, 2016 (5 pm – 8 pm) 20% of all dine-in and carry-out proceeds benefit Troutman ESC Park.

(Copied in full, Park monthly budget summary is filed on CD titled: "Town Council Supporting Documents" dated January 11th, and January 14th, 2016 in CD Book #1 titled, "Town Council Supporting Documents")

ITEM 9. J. HOYT HAYES MEMORIAL TROUTMAN LIBRARY, (Juli Moore, Troutman Branch Manager and Steve Rimmer, Friends of the Library President)

Ms. Juli Moore, Manager of the J. Hoyt Hayes Memorial Troutman Library presented the following report:

- Received a Lowe's Hometown Grant through Lowe's Charitable and Educational Foundation in the amount of \$6,100 for a Mobil Smart Board that will be used in conjunction with the Career & Technology Lab. It will allow programing for the teen Career & College Prep. monthly program and will be used with Makerspace and Tech Tuesday programs.
- Announced that this is the last meeting that she will be attending as Branch Manager. Ms. Moore's new position as Youth Services Manager at the Statesville Library starts on Tuesday (January 12th). Rebecca Lopez will be filling the vacant position of Branch Manager.
- Recent Programs:
 - Makerspace Mystery Bag Challenges
 - Popcorn Olympics
- Upcoming Programs
 - Spelling Bee-Tuesday, January 19th, 5:30pm
 - Kid, teen, and adult categories with prizes for 1st place in each.
 - Community Day-May 21st, 2016 from 12:00-4:00pm
- Friends of the Library Quarterly Meeting-Thursday, January 21st, 2016, 6:00pm, Troutman Library.

On behalf of the Troutman Friends of the Library (TFOL), Mr. Steve Rimmer, President presented Ms. Moore with a Certificate of Appreciation in recognition of her leadership and for her sincere desire in promoting the J. Hoyt Hayes Memorial Troutman Library.

COMMENTS FROM VISITORS AND GUESTS: *The public is invited to address the Board with comments or concerns. The comment period is limited to three (3) minutes per individual.*

- Ms. Jessica Hamrick, resident of Falls Cove, expressed thanks and appreciation to the Troutman Police Department for their quick response regarding speeding concerns in the development by increasing awareness with the placement of radar and signs, and their visible presence.

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 10. MINUTES OF AGENDA BRIEFING OF DECEMBER 07, 2015, (Kimberly Davis, Town Clerk)

ITEM 11. MINUTES OF REGULAR MEETING OF DECEMBER 10, 2015, (Davis)

ITEM 12. MINUTES OF SPECIAL MEETING OF JANUARY 04, 2016, (Davis)

ITEM 13. CONSIDER NORTH CAROLINA GOVERNOR'S CRIME COMMISSION GRANT APPLICATIONS, (Matthew Selves, Police Chief)

Upon motion by Council member Young, seconded by Council member Jablonski, and unanimously carried, consent agenda items were approved as presented.

NEW BUSINESS

ITEM 14. TEXT AMENDMENT TO THE UNIFIED DEVELOPMENT ORDINANCE (UDO) REGARDING SECURITY QUARTERS FOR STORAGE BUILDINGS, (TA-16-01), (Erika G. Martin, Planning Director)

a. Call for a Public Hearing

Mayor Wyatt opened the Public Hearing

Planning Director Erika Martin presented the text amendment stating that it proposes to allow no more than one (1) security/caretakers quarters integrated into a project in both Light Industrial and Heavy Industrial Districts. Planning Board and Staff recommend approval of the text amendment.

No others spoke in favor of or against the proposed text amendment.

Mayor Wyatt 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 Statement of Consistency

Upon motion by Council member Jablonski, seconded by Council member Williams, and unanimously carried, approved TA-16-01 is consistent with adopted Town Plans because the amendment will allow for inclusion of caretaker's quarters into the design of mini storage facilities. The amendment is reasonable and in the public interest because the addition of an onsite tenant will provide an additional level of security to mini storage users and their belongings.

c. Consider Adoption of Ordinance 01-16 Titled: "*An Ordinance Amending The Town Of Troutman Unified Development Ordinance*"

Upon motion by Council member Henkel, seconded by Council member Young, and unanimously carried, Ordinance 01-16 Titled: "*An Ordinance Amending The Town Of Troutman Unified Development Ordinance*" was approved as presented.

(Copied in full, Ordinance 01-16 is filed in Ordinance Book 8, Pages 91)
(Copied in full, Ordinance 01-16, and staff report, is filed on CD titled: "Town Council Supporting Documents" dated January 11th, and January 14th, 2016 in CD Book #1 titled, "Town Council Supporting Documents")

ITEM 15. APPROVAL TO UPSIZE WATERLINE AT CHARTER SCHOOL SITE, (Ann Bailie, Town Manager)

Town Manager Ann Bailie advised that the Charter School, located at Crosstie Road and US Hwy 21 is planning to construct 8" and 6" water lines to connect to the Town's water system (existing 8" line) to serve the school. The Town's Master Plan calls for upsizing water lines in that area for future needs. Town Manger Bailie asked the Council for approval to upsize a small segment of the line in that area to a 12" or 16" waterline. The advantage in upsizing now is that the Town would only pay for the materials and not the labor. Town's cost for 16" line is \$65,000; town's cost for a 12" line is \$17,011. Town Engineer, Benjie Thomas recommends that the 12" will be large enough to service future capacity needs. Staff also recommends approval of upsizing to the 12" line.

Upon motion by Council member Jablonski, seconded by Council member Troutman, and unanimously carried, staff's recommendation to upsize to a 12" waterline at Charter School Site was approved.

(Copied in full, estimated cost sheet and map is filed on CD titled: "Town Council Supporting Documents" dated January 11th, and January 14th, 2016 in CD Book #1 titled, "Town Council Supporting Documents")

ITEM 16. APPROVAL OF CONTRACT AGREEMENT FOR PARKS AND RECREATION DEPARTMENT SERVICES, (Bailie)

Town Manager Ann Bailie presented for approval an employment agreement between the Town and Justin Longino, contracting with Mr. Longino as the Town's Park and Recreation Committee Coordinator. The part time temporary position will help reduce the existing work load of the Town's Planning Director Erika Martin. The contract price is \$5,200 (currently budgeted for interns) with a term of 6 months, expiring on June 30, 2016. The contract, prepared by Town Attorney Gary Thomas and reviewed by Mr. Longino is recommended by staff.

Upon motion by Council member Williams, seconded by Council member Young, and unanimously carried, contract agreement for Parks and Recreation Services was approved as presented by staff.

(Copied in full, contract is attached to these minutes and is filed on CD titled: "Town Council Supporting Documents" dated January 11th, and January 14th, 2016 in CD Book #1 titled, "Town Council Supporting Documents")

ITEM 17. APPROVAL OF TOWN POLICY TITLED: "GENERAL PROCEDURES FOR TOWN APPOINTED BOARDS AND COMMITTEES" (Policy #46), (Bailie)

Town Manager Ann Bailie explained that the proposed policy combines two existing policies and adds an attendance requirement for Advisory Boards and Committee members that gives Town Council the option to remove an appointee who misses three (3) consecutive meetings without a valid excuse.

Upon motion by Council member Henkel, seconded by Council member Troutman, and unanimously carried, Policy #46 titled: "*General Procedures for Town Appointed Boards and Committees*" was approved as presented by staff.

(Copied in full, Policy #46 is filed in the Town's Policy Manual and is filed on CD titled: "Town Council Supporting Documents" dated January 11th, and January 14th, 2016 in CD Book #1 titled, "Town Council Supporting Documents")

ITEM 18. CONSIDER BOARD APPOINTMENTS

Mayor Wyatt thanked all applicants for their interest in serving the Town.

a. ABC Board

1. 2 members to 1 year terms

Council member Henkel nominated Layton Getsinger and Wesley Edmiston.

No other nominations were heard.

Upon motion by Council member Henkel, seconded by Council member Jablonski, and unanimously carried, approved to appoint Layton Getsinger and Wesley Edmiston to a term of 1 year to the ABC Board.

2. Designation of Chairman of the Board

Council member Troutman nominated Layton Getsinger as Chairman. A discussion was held regarding Council's authority of appointing the Chairman to the ABC Board. Town Manager Bailie to review the NC General Statutes.

Discussion was also held regarding whether Mr. Getsinger can serve on the Planning Board and the ABC Board at the same time. Town Attorney advised that the two are completely separate entities and allowed to serve in both capacities.

No other nominations were heard.

Upon motion by Council member Troutman, seconded by Council member Jablonski, and unanimously carried, approved to appoint Layton Getsinger ABC Board Chairman.

3. Consider establishment of term limits

Discussion was held regarding establishing term limits verses establishing a set number of years.

Upon motion by Council member Young, seconded by Council member Henkel, and unanimously carried, approved that no one person can serve on the ABC Board any longer the eight (8) continuous years of service.

Council member Williams asked if a Council member should be appointed as an advisory member on the ABC Board. It was explained that the ABC Board is a separate entity from the Town, therefore no appointment can be made. Meetings of the ABC Board are open to the public. The Council was in agreement to request that the ABC Board update the Town Council on a quarterly basis.

b. Planning Board- 1 member, ETJ Alternate: Recommendation to County Commissioners to Appoint for Term Expiring September 02, 2017

No action taken due to no applications submitted for the position.

(Copied in full, applications to serve on advisory boards and committees is filed on CD titled: "Town Council Supporting Documents" dated January 11th, and January 14th, 2016 in CD Book #1 titled, "Town Council Supporting Documents")

ITEM 19. COMMENTS FROM MAYOR AND TOWN COUNCIL

Council member Young encouraged people in attendance at the meeting and who lived in the ETJ to fill out an application to serve or encourage someone they know to fill out an application.

Council member Young announced that the City of Statesville will hold a breakfast on January 18th at the Statesville Civic Center in honor of the Martin Luther King Holiday. He encouraged the public to celebrate.

As being the first month as Mayor, Mayor Wyatt thanked everyone for their patience in his transition, especially Town Manger Ann Bailie. There are a lot of good things happening in Troutman and if the Council continues to work together, the citizens will seek the benefit.

ITEM 20. COMMENTS FROM TOWN MANAGER, (Bailie)

Planning Director Erika Martin reviewed/compared the results of the Strategic Planning Exercise sessions (one generated by Town Council and the other by Town staff.) The exercise was in efforts to establish a 2 year action plan of items/projects to accomplish with staff and Council working together as an organization. These items/projects will tentatively be the Council's 2016 Planning Retreat topics. She stated that the School of Government would like to talk to the Mayor, Town Manager, Planning Director, and one Council member volunteer (per phone conference) to plan for the retreat. Council member Young volunteered. Town Manger requested that Council members let her know if they have thoughts or questions regarding the tentative agenda.

ITEM 21. CALL CLOSED SESSION

Mayor Wyatt called for a closed session pursuant to NC General Statute 143-318.11(a)(4) to discuss matters pertaining to economic development; and NC General Statute 143-318.11(a)(3) to consult with attorney; and NC General Statutes 143-318.11(a)(5)(i) to discuss acquisition of real property.

Upon motion by Council member Troutman, seconded by Council member Henkel, and unanimously carried, approved to hold a closed session pursuant to NCGS 143-319.11(a)(4), NCGS 143-318.11(a)(3), and NCGS 143-318.11(a)(5)(i) to discuss acquisition of real property.

Mayor Wyatt opened the closed session requesting that along with the Town Council that Town Attorney Gary Thomas; Town Manager Ann Bailie; Town Clerk, Kimberly Davis; Finance Director, Steve Shealy; Planning Director, Erika Martin; and Mike Todd to join the closed session.

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

Reconvene Open Session

Upon motion by Council member Jablonski, seconded by Council member Henkel, and unanimously carried, approved to close the close session and reconvene the open session.

Action(s) taken resulting from the Closed Session:

Upon motion by Council member Williams, seconded by Council member Jablonski, and unanimously carried, approved to repeal Ordinance 13-07 titled "An Ordinance Adopting An Annexation Agreement with the Towns of Statesville and Mooresville, NC"; and repeal Ordinance 26-07 Amendment #1 to Ordinance 13-07; and repeal Ordinance 38-08 Amendment #2 to Ordinance 13-07.

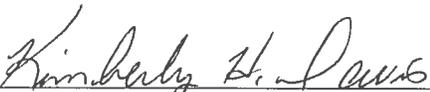
Discussion: Council member Young requested that in regards to this appeal a notification letter be sent to both parties (Mooresville and Statesville) with the letter to Mooresville expressing Troutman's desire to re-negotiate the agreement. Town Manager Bailie provided Council with copies of draft letters for Council's review stating they will be mailed out tomorrow as part of the notification process. Town Manager Bailie continued by stating that the annexation agreement will be in effect for 5 years and the letter to Mooresville assures Mooresville that Troutman has no issues with the annexation boundaries to the south.

Other: Mayor Wyatt advised Council of the Police Department's Senior Citizen Contact Program with citizen volunteer John Larew assisting with the program. Council member Paul Henkel has volunteered to be the Council liaison. Mr. Larew gave a brief synopsis of the program stating that the original purpose of the program is to identify, contact, and provide assistance to the elderly residents in Town that would need assistance during an emergency situation, i.e. inclement weather. As the program progresses, a monthly call service might be added. The following means of outreach methods were discussed: article in the Record and Landmark, Whistle Stop Newsletter, and local churches.

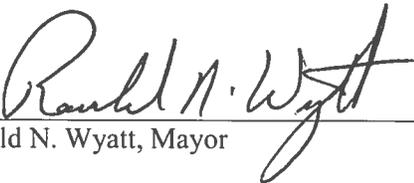
Upon motion by Council member Troutman, seconded by Council member Henkel, and unanimously carried, approved to proceed with the Senior Citizen Contact Program.

ITEM 22. ADJOURNMENT

Upon motion by Council member Young, seconded by Council member Jablonski, and unanimously carried, the January 14, 2016 Town Council meeting was adjourned at 9:25 pm.



Kimberly H. Davis, Town Clerk



Ronald N. Wyatt, Mayor

