

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

TOWN COUNCIL AGENDA BRIEFING MEETING MINUTES

June 06, 2022 – 4:00 P.M. – Troutman Town Hall

Presiding: Mayor Pro Tem W. Paul Henkel

Council Members Present: W. Paul Henkel; Edward R. Nau; Jerry R. Oxsher; George W. Harris; Felina L. Harris

Council Members Absent: Mayor Teross W. Young, Jr. - participated via phone conference

Staff Present: Ronald Wyatt, Town Manager; Kimberly Davis, Town Clerk; Lynne Hair, Planning Director; Justin Mundy, Gary Thomas, Town Attorney; Josh Watson, Police Chief; Michael Barker, IT

Press Present: Debbie Page, Iredell Free News

Others: See attached Sign-In sheet

I. MAYOR PRO TEMPORE HENKEL CALLED THE JUNE 06, 2022 AGENDA BRIEFING MEETING TO ORDER

• Adjustment(s) to the Agenda Briefing Agenda

None

• Adoption of the Agenda Briefing Agenda

*Upon motion by Councilmember Felina Harris, seconded by Councilmember George Harris, and unanimously carried, approved the June 06, 2022 Agenda Briefing Agenda as presented.

II. GENERAL BUSINESS

A. Mayor and Council Items (During this time elected officials have the opportunity to make reports, comments and/or ask questions of staff)

1. Mayor and Council Comments/Discussions

Councilmember Felina Harris

- Thanked staff for their staff reports and for all they do for the Town. She addressed Town Manager Wyatt on the hours reported that he has worked stating that Council does not want to run him in the

ground or that he become mentally exhausted, offering anything they can do to help alleviate some of those hours.

Councilmember Jerry Oxsher

- Expressed thanks and appreciation for all reports and for the work by staff.
- Commented that it is good to see different events going on around town and people out and about in the community. He looks forward to a full summer of activities.

Councilmember George Harris

- Commented that he likes how the weekly reports are now structured and the pertinent information provided.
- Congratulated Finance Director Justin Mundy on the new addition to his family.
- Asked if the County Commissioners are considering to drop funding for the Barium sewer project. Town Manager Wyatt responded that he has not received official word but he has heard that was the recommendation from the County Manager to the Commissioners that they not provide Troutman with any funding. In speaking to several commissioners, he feels that some of the commissioners are fighting to provide the town some funding. He stated that he was informed that the county's funding model and/or perception of what they can do with funding has changed.

Councilmember Eddie Nau

- Congratulated Finance Director Justin Mundy and wife on the birth of their daughter.
- Expressed condolences to Public Works Director Adam Lippard on the passing of his grandfather.
- Commented that early voting at the library was great but the campaign signs were out of control (eye sore). He asked if it is possible for the Town to limit those signs in the future to one sign per candidate. Town Manager Wyatt stated that he spoke to the Planning Director Hair this morning requesting that she research other Town ordinances regarding off-site signage (on private or business property). He advised that the Board of Elections decides how many campaign signs can be put up at voting places and the Town can make a recommendation of what Council would like to see following the research by Ms. Hair. Councilmember Nau stated that he is not referring to private or business property; the library is Town owned property. Manager Wyatt stated that typically it is two signs per candidate. Councilmember Nau stated that for the future he would like the Town to be more aggressive with signage.
- Asked if the electronic sign is paid for in full. Manager Wyatt responded yes, a significant deposit was paid when ordered and the remainder was paid when the sign was installed. Councilmember Nau asked is there is a warranty on the sign. Manager Wyatt replied there is a warranty and the company has been back 4 times in the last week for maintenance and was here again today. There have been some connectivity issues from Town Hall to the sign but at this time cannot provide specifics, but will be happy to follow up with an email.
- Thanked Planning Director Lynne Hair for the Code Enforcement report. He asked the Town's policy on Code Enforcement in working with people that are resistant. Manager Wyatt stated that the Town

is taking pro-active steps. Depends on what the actual violation is as to what the Town's remedy would be. Some are fines and/or liens but other actions could become legal issues. Councilmember Nau specifically questioned what the "Hold" on 591 N. Main Street (carwash) means in the Code Enforcement Report. Manager Wyatt stated that he asked the Code Enforcement Officer to hold on any action until he talks to the property owner about getting receptacles moved. He continued by stating that the property owner is not the issue, it is the trespassers depositing litter on his property. Therefore, in fairness to the property owner let's look for a solution instead of fining him for someone else littering on his property when he has taken steps previously to try to keep them off.

- Questioned the dumpster at Mary Lynn's that is in general view with no structure around it calling it an eyesore in the middle of the parking lot. He was told back in February that it was going to be addressed. Manager Wyatt stated that he and the Code Enforcement Office did speak about the issue and the property owner is aware along with his sign being non-compliant, but he does not have a status update.
- Informed Council that a company called Quality Counts taped counting devices to stop signs at the intersection of Autumn Frost Avenue and Winter Flake Drive for the purpose of counting cars. He stated that he could not get an answer as to why other than they were working for Kimley Horn who was contracted by another company. He has made two calls to the Vice President of Quality Counts (Andy Nix) of which Mr. Nix has not returned. Town Manager Wyatt stated that the Town has also inquired since made aware and to this date his calls have not been returned. He stated that it is normal that traffic counts are done but the company should know that they cannot attached thing to Town or State signage. Wyatt commented that he will follow up with a certified letter where they have to acknowledge with a signature.
- Stated that he received several calls from citizens regarding the newsletter stating that there is no leaf and limb pickup for today and tomorrow, but the Town's website said differently. Manager Wyatt stated that it was an error/oversight in the newsletter and was corrected on the website once realized. In apologizing for any grief or issues that the oversight may have caused, Manager Wyatt commented that being human, mistakes will be made.

Mayor Pro Tem Paul Henkel

- Commented kudos to all that has been said. Thanked everyone for expressing their concerns and that all concerns were valid.
- Addressed the Code Enforcement reports commenting that he understands there is a process in place and unfortunately it take time with enforcement and people that are resistant. At least the Town is trying.
- Expressed disappointment that the County Manager continues to be resistant to funding. He hopes that the commissioners realize the economic value and overrule the recommendation, approving a reasonable amount for the purpose of infrastructure.

Mayor Young

- Thanked Mayor Pro Tem Henkel for running the meeting in his absence.
- Stated that prior to COVID the town had community support for those that had hardships and the community continues that support as shown at the Miles for Matt 5K, thanking all that participated.
- In honor of Veterans Day, he expressed appreciation to all those who put their life on the line for our freedom.
- Expressed congratulation to Finance Director Mundy on the addition to his family, and condolences to Public Works Director Lippard on the passing of his grandfather asking that everyone keep them all in our thoughts and prayers.
- Asked Manager Wyatt if he has received any request for water extension to Clontz Hill Road. Manager Wyatt responded that he has received several inquiries expressing interest but no formal request. If a developer was to put in a request, the Town would have to work with Town engineers on the details, but it is certainly possible. Mayor Young asked if Manager Wyatt knows what type of work is going on at Clontz Hill Road and Perth Road. Manager Wyatt replied that it is an intersection improvement from the Traffic Impact Analysis (TIA) of the last phase of Falls Cove.

2. Juneteenth Holiday Discussion

Discussion was held regarding how the Town of Troutman may participate/celebrate Juneteenth next year with Mayor Pro Tem Henkel emphasizing that it is too late to do anything this year. Normally the town follows the State Holiday Calendar so if the state adds it to their calendar the town will most likely follow suit. He also stated that the town would have the option to do a proclamation and/or celebration next year possibly joining with a non-profit group from the community. Resulting from research as requested by Council, Town Manager Wyatt informed Council that the Town of Mooresville contributed funds for a celebration for the past several years and voted last year to make it a paid holiday for their employees. In Statesville, one of their entities/groups sponsor an annual downtown event. Mecklenburg County voted making Juneteenth a paid holiday, effective next year. Iredell County follows the state holiday schedule. Manager Wyatt continued by stating that the town has options, such as funding a non-profit or community group for food, and/or offer the Troutman ESC Park as the venue or close down a certain area in Town. Mayor Pro Tem Henkel stated until the state make it a holiday the town could do something meaningful in recognition. Councilmember Felina Harris suggested that anyone who does not know what Juneteenth is, to research it. Mayor Young commented that the City of Salisbury has partnered with a number of organizations for several years to celebrate Juneteenth which is the celebration that African Americans have celebrated as the end of slavery. He too encouraged people to research it. Mayor Young continued by stating the NAACP have sponsored Juneteenth celebrations in Salisbury partnering with the Salisbury Parks and Rec., and Novant Health encouraging Council and Staff to work toward doing something in the community. Councilmembers made suggestions such as finding partners such as community groups, churches, etc., and offer Park and Town resources, establish an Ad-Hoc Committee. Town Manager Wyatt explained compensation of an employee when they work a holiday or a Saturday in the week of which the holiday falls stating that the employee gets penalized

because they cannot earn time and a half for that day. Mayor Pro Tem Henkel commented that the employee needs to be compensated/awarded in some substantial way requesting that Manager Wyatt and Finance Director Mundy work to find a way that employees are compensated fairly. Discussion to continue at a later time.

B. Staff Items: (At this time Mayor Young provides an opportunity for staff to make reports, comments and/or ask questions)

1. Staff Comments/Discussion

Town Manager Wyatt

- Reminder that the Department Heads will be attending Council's regular meeting for reports and address any concerns or questions that Council may have. The Department Heads at this meeting are here to clarify items on Thursday's agenda if needed.
- Expressed condolences in the loss of Public Works Director Adam Lippard grandfather R.J. Wilson stating that the death of Mr. Wilson, a former Mayor Pro Tem of the Town of Troutman was definitely felt throughout the community.
- Stated that planning department employees have been relocated to the house next door. Still waiting on the construction company to make it an official office by installing an ADA ramp making it accessible to the public. He continued by stating that his primary concern is the safety and security of the employees if one person is left alone. They will have the ability to control who comes and goes with the new door that was installed. There is meeting space in the house for a small group.
- Previous property owner (now tenant) of the property located to the back of Town Hall, purchased by the Town, has asked for 3 more weeks to move out. A letter, per the contract, will be hand delivered tomorrow. A construction company will be coming out to walk through the house and property to advise what is needed to meet all standards to make it office accessible; if that is what Council decides to use it for going forward.
- Stated that interviews for new employees were held today.
- Expressed appreciation to all employees and thanked Council for all the kind comments regarding the staff reports.

2. Introduction of Town Interns

- Chief Watson introduced Intern Riley Gallagher, a student at Lees McRae in Banner Elk majoring in Criminal Justice and Psychology. She is on scholarship with the Cycling Team. Miss Gallagher has been with the Town in the Police Department for approximately two weeks. Miss Gallagher addressed Council stating that she is enjoying being with the Town so far, and that she has learned a lot.
- Town Manager Wyatt introduced Josh Heatherly, a UNCC student whose degree is in communications. He was going to be assigned to the Parks & Recreation Department, but is currently helping out in the front office. Mr. Heatherly thanked everyone for the opportunity and commented that he is looking forward to having a good summer.

Mayor Young expressed appreciation in the continued effort to look for new talent stating that he knows the quality of students Lees McRae and UNCC produce from those colleges.

3. Introduction of Planning and Zoning Board Applicants

Applicants Tonya Bartlett and Mark Michel (2 out of 4 candidates) applying for the two vacant positions on the on the Planning and Zoning Board were interviewed by Town Council. The applicants introduced themselves providing a brief bio and stating why they are interested in serving which was followed by questions from Council. One applicant had to leave due to another obligation, missing her interview and the fourth applicant was unable to attend to do illness. Therefore, in efforts to be fair to all applicants Council was in agreement to remove Agenda Item 13 titled: “Consideration of Appointments to the Town of Troutman Planning and Zoning Board” from Council’s Thursday agenda to allow the other two applicants the opportunity to be interviewed by Council at their July Agenda Briefing.

4. Overview of Town Council’s Upcoming Regular June 9, 2022 Meeting Agenda Items Scheduled to be Presented, (Wyatt)

Consent Agenda Items:

Items 1-2 Minutes to be approved.

Items 3-4 Approval of Resolutions 24-22 and 26-22 Directing the Clerk to Investigate a Petition for Annexation (Contiguous); Approve Certificates of Sufficiency; and Approve Resolutions 25-22 and 27-22 *Fixing the Date for Public Hearings on July 14, 2022* for Annexations of 126 Gilcrest Lane and 681 South Eastway Drive.

Item 5. Approval of 2021-2022 Year End Budget Amendment(s)

Town Manager Wyatt sated that this is a standard housekeeping item adjusting line item totals to reflex accurate expenditures.

Old Business Items:

Item 6. Hold a Public Hearing for Rezoning Request CZ-RM-22-01 Touché, LLC/Troutman Townes a request for conditional zoning of the property located on the east side of South Eastway Drive near the intersection of Highway 21, PIN(s) 4741327938, 4741336915, 4741327896, 4741336098, 4741431448, and 4741334569. To rezone 24.00(+/-) acres from RT (Town Residential) to CZ-RM (Conditional Zoning – Mixed Residential) for the purpose of a townhome development. Following the Public Hearing there will be a request to change the rezoning of the property by adoption of Ordinance 11-22 along with a request to adopt a consistency statement.

Planning Director Lynne Hair reminded Council that this request was originally denied by Planning and Zoning and when it came before Council, they asked for a deferral. She stated that Council had requested that any changes made go back to the Planning and Zoning Board before returning to Council. Significant changes to the plan were made meeting all Town requirements and the standards in the Town’s Land Use Plan. The Planning and Zoning Board was presented a revised plan at their June meeting where Staff and the Planning and Zoning Board each recommended approved.

Attorney Gary Thomas informed Council of a general statute change stating that approval of zoning ordinances with Public Hearings no longer need a 2nd reading or a 2/3 vote.

New Business Items:

Items 7 & 8 Annexation Request AX-22-07 and Rezoning Request CZ-HI-22-05; Applicant: Collett Group

Planning Director Lynne Hair presented Annexation Request AX-22-07 and Rezoning Request CZ-HI-22-05 is for 91.275 acres on Houston Road located on the opposite side of I-77 for the purposes of a warehouse distribution center. The project consist of 3 warehouses totaling 700,000 sq. ft. The annexation and rezoning each require a Public Hearing to be held followed by adoption of the proposed ordinances. A consistency statement is required for the conditional rezoning. The request is to rezone from Iredell County GB, HB, and RA to Town of Troutman HB. Planning Board recommended denial of this request.

Items 9 & 10 Annexation Request AX-22-07 and Rezoning Request CZ-HI-22-05: Applicant: Solid Rock Ventures

Planning Director Lynne Hair presented Annexation Request AX-22-05 and Rezoning Request RZ-22-04 is for 17.861 acres located on the east side of US Hwy. 21 and Crosstie Lane near the Charter School. This request is a traditional rezoning from Iredell County RA, GB and HB to Town of Troutman HB therefore, there is no concept plan is involved with this request and Council should take into consideration that any use listed in the HB district could locate on that property. Ms. Hair commented that she understands they are looking to develop for commercial use. Town Manager Wyatt added that the developers have indicated that they would like to do some type of a shopping center that includes retail spaces with a grocery store as the anchor. Contracts are in place, but the applicant is not at liberty to disclose at this time.

Item 11 Proposed FY 2022-23 Town of Troutman Budget

Town Manager Wyatt advised Council that all proper advertisements and notifications regarding adoption of the budget have been made. He stated that to his knowledge no one has come to Town Hall to review the proposed budget and no copies have been requested. Town Clerk Davis advised that she has received one email pertaining to the budget that has been requested to be read at the public hearing. Town Manager stated that staff will email the comment to Council.

Item 12 Request to Close a Portion of Lytton Street for a 1st United Methodist Church Special Event

Town Manager Wyatt stated that per Town ordinance, Town Council has to approve street closures. 1st United Methodist is requesting partial street closure on Lytton Street for 4 separate special event dates. The requested closure will not affect any businesses.

**Item 13 Consider Appointments to Town of Troutman Planning and Zoning Board
Removed from Council's June 9th agenda per request of Town Council.**

IV. ADJOURNMENT

*Upon motion by Councilmember Felina Harris, seconded by Councilmember George Harris, and unanimously carried, approved to adjourn the Agenda Briefing of June 06, 2022. Time of adjournment: 5:55 p.m.

Teross W. Young, Jr., Mayor

Kimberly H. Davis, Town Clerk

(*) Motion(s)

(**) Addition(s)