

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

TOWN COUNCIL AGENDA BRIEFING MEETING MINUTES

January 09, 2023 – 4:00 P.M. – Troutman Town Hall

Presiding: Mayor Teross W. Young, Jr.

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

Council Members Absent: None

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

Press Present: Debbie Page, Iredell Free News

Others: None

I. MAYOR YOUNG CALLED THE JANUARY 09, 2023 AGENDA BRIEFING MEETING TO ORDER

Adjustments to and Adoption of the Agenda Briefing Agenda

****Addition: Discuss Proposed Noise Ordinance under Section II as Item 2c.**

****Addition: Closed Session Pursuant to NCGS 143-318.11(a)(3) to Consult with Attorney under Section III on the Agenda.**

*Upon motion by Councilmember Paul Henkel, seconded by Councilmember George Harris, and unanimously carried, approved the January 09, 2023 Agenda Briefing Agenda as amended.

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 Eddie Nau

- Wished everyone a Happy New commenting that he is looking forward to all that is to be accomplished in 2023.
- Commented that he is looking forward to the Martin Luther King Day Celebration on Friday.

Councilmember George Harris

- Commented that the Parks & Rec. House is coming along nicely in just a short period of time.
- Congratulated Duncan Donut's on receiving a 100 percent on their restaurant inspection.
- Asked Police Chief Watson if the Town ever received the signs to stop trucks from going down Rumble Street. Chief Watson stated that he has put in a request to Public Works and they should have been put up.
- Expressed concern of residents not being able to get in and out of their driveway during school pick-up. Chief Watson commented that it is something he can address with officers and with the schools to help with communicating the issue to the parents.

Councilmember Felina Harris

- Wished everyone a Happy New Year and that she is looking forward to a wonderful year on Town Council.
- Shared that she received positive communications from citizens regarding how proud they are that the Town is having a Martin Luther King Celebration.

Councilmember Jerry Oxsher

- Congratulated Mayor Young and son on his son becoming a professional athlete.
- Wished everyone a Happy New Year commenting that this is his 2nd year on Council and with 2022 being very educational he feels that he is better prepared for this New Year.

Mayor Teross Young

- Thanked Staff for putting together the MLK Celebration commenting that he is looking forward to participating in a day of service. He asked if there is anything staff needs from Council. Manager Wyatt commented that Council come dressed in work clothes. Ms. Watson expressed appreciation and support to Council and to CATS especially the Chef and the Culinary Class from CATS who is preparing to feed over 100 people for breakfast. Mayor Young asked that people in the community join the Town on that day in celebration of Dr. Martin Luther King's life and legacy and in support of each other coming together as a community.
- Expressed appreciation for all the work staff did during the holidays stating that he received positive comments on how good the Town looked.

Councilmember Paul Henkel

- Expressed appreciation for positive comments he has heard regarding the Town commenting that although not perfect in what we do, at least we are trying.

B. Staff Items: (At this time staff was provided the opportunity to make reports, comments and/or ask questions)

1. Staff Comments

Town Manager Ron Wyatt

- Shared that Chief Watson attended the local radio station WAME this morning along with other Police Chiefs in Iredell County and the Sheriff in recognition of today being National Law Enforcement Appreciation Day. Chief Watson expressed appreciation for support from our community and its citizens, Town Council, and Town Manager. He stated that their goal is to provide service and professionalism that is worthy of that support. Mayor Young expressed appreciation to the department for all they do.
- Shared that today is the 1st day of Rookie School for one of his twin son's.
- Stated that he is very proud of the Troutman Community and how they support our Police Department, referencing how the community drops food and other items off at Town Hall in support.
- Commented that there are several work projects lined up for Friday at the Middle and Elementary Schools, Rumble Street, both Town Parking lots, and other specified areas around town.
- Informed Council that a new sign has been installed on Wagner Street at the Thomas Street School stating it was knocked down and destroyed for the 3rd time. Replacement signs are approximately \$400 each.

2. Items for Discussion

a. Designate a Voting Delegate to Cast Troutman's Vote on the 2023-2024 North Carolina League of Municipalities (NCLM) Recommended Legislative Goals

Mayor Young stated that since he currently serves on the NCLM Board and would be glad to be the Delegate to cast the vote on the 2023-2024 NCLM Recommended Legislative Goals. The vote, for 10 of the 16 goals presented is required to be cast by this Thursday.

*Upon motion by Councilmember George Harris, seconded by Councilmember Jerry Oxsher, and unanimously carried, approved Mayor Teross Young as voting delegate.

(Copied in full, NCLM Information is attached to these minute and is filed on CD titled: "Town Council Supporting Documents" dated January 9th and 12th, 2023 in CD Book #1 titled: "Town Council Supporting Documents")

b. Approval of Date, Time and Venue for Council's 2023 Annual Strategic Planning Retreat

Mayor Young stated that he feels that updates from each functional area needs to continue to report on what has happened in the prior year and is going to happen in the coming year. Then towards the end their presentation, provide an overview of what each department is thinking about/looking for in the upcoming budget session.

Following a brief discussion, Council was in agreement to hold the Strategic Planning Retreat at Town Hall on February 28, 2023 8am-5pm with breakfast and lunch to be provided. Mayor Young requested that the last item on that Strategic Retreat Agenda be "Discuss the need to hold a 2nd retreat day".

Council was also in agreement to hold separate workshop(s) for specific topics.

***c. Discuss Proposed Noise Ordinance**

Town Manager Wyatt commented that Chief Police Watson and Planning Director Hair worked on the revising the ordinance back in August. A committee was appointed thereafter in efforts of providing teeth to the ordinance for better law enforcement. He also explained that he is a little fearful in providing that teeth. Councilmember Paul Henkel agreed but stated the Town has to do something to keep individuals and/or businesses responsible, and he hopes it is not abused. Chief Watson explained that in measuring decibels, the noise has to be sustained long enough for officers to get to the location of which the noise is generated and get the measurement. He stated that what is proposed language is very similar to Statesville’s noise ordinance. Councilmember Paul Henkel stated that he is good with what has been presented, but has no problem taking a month for Council to continue to review. Mayor Young suggested that Council continue to review for another month and run any questions and/or suggestions they have through Councilmember Henkel and he will coordinate with Chief Watson, Planning Director Hair and Attorney Gary Thomas. Town Manager Wyatt suggested that since it is a law enforcement issue, that Councilmember Henkel 1st go through the Police Chief, then Attorney Thomas followed by Ms. Hair and himself. Councilmember Eddie Nau asked if the Town has any decibel meters. Chief Watson replied that the Town has purchased 4.

(Copied in full, proposal/draft ordinance is attached to these minutes and is filed on CD titled: “Town Council Supporting Documents” dated January 9th and 12th, 2023 in CD Book #1 titled: “Town Council Supporting Documents”)

3. Overview of Town Council’s Upcoming Regular January 12, 2023 Meeting Agenda Items Scheduled to be Presented, (Wyatt)

Consent Agenda Items:

Items 1-4. Four sets of minutes to be approved.

No discussion held.

Item 5. Consider Approval of Town of Troutman Parks & Recreation 2023 Event Schedule

Parks & Rec. Director Emily Watson addressed the newly added event “Field of Honor” requested by the Lake Norman Evening Exchange Club to be held along the greenway consisting of American flags the week of Memorial Day in memory and honor of our veterans. She stated the Exchange Club will handle everything that goes along with holding the event including all registration and the placement of the flags; the Town will host it and will serve as the information hub. Ms. Watson stated that Solar Lights were discussed to be placed as well in order for the flags to be visible in the evening. Town Manager Wyatt added that since Law Enforcement Memorial Week being around the same time, it has been suggested that Law Enforcement and 1st Responders be included as well. Councilmember Nau asked who receives the proceeds. Ms. Watson responded that the proceeds will go to the Evening Club. Manager Wyatt commented that he feels that once the event happens it will become an annual event and will only grow; the event benefits the Town in being patriotic rather than collecting a fee.

Councilmember Felina Harris asked if there are going to be an adult volleyball tournaments. Ms. Watson stated that discussions have been held with Officer Kerry Baker regarding a volleyball tournament, but no decision has been made. Ms. Watson briefly reviewed other events on the list.

Item 6. Consider Approval of Budget Amendments (a-k)

Town Manager Wyatt stated that the budget amendments are line item changes and they do not change this year's budget. Justin Mundy, Finance Director stated that 4 of the 11 amendments are for the Utility Fund. Council presented several question regarding the amendments which were adequately explained in detail by Mr. Mundy and/or Manager Wyatt.

Item 7. Approval of Contract/Agreement Between the Town of Troutman and DebtBook

Finance Director Justin Mundy referenced the summary (included in Council's packet) explaining that the Government Accounting Standards Board (GASB) 87, implemented in FY-22 is the new lease accounting standard for government organizations requiring all contracts considered leases to be classified as finance leases (example: copier lease). GASB 96 that is to be implemented FY-23 goal is to improve government financial reporting by providing guidance for IT subscriptions such as Zoom, Office 365 and other software. Both require a balance sheet presentation and footnote disclosures in the annual audit report. These new standards require additional work from government organizations and can be complex. Staff recommends entering into a contract with DebtBook, a 3rd party company which is widely used in North Carolina and other states that will make it easy to stay in compliance. They also offer other tools to help manage and organize debt. Mayor Young asked if the Town currently has a contract management system. Town Manager Wyatt stated that the Town is close to having that system, but it is not complete or accurate; Ms. Watson had started the process of collecting the information when she held the HR position. Councilmember Nau asked if the request is for this budget year or in the new budget year. Mr. Mundy stated that it is for both. Councilmember Nau asked the term of the contract. Mr. Mundy replied that it would be an annual contract fee of \$8,000.

Presentation(s):

Item 8. Presentation of Town of Troutman 2021-2022 Budget Year Audit

Finance Director Justin Mundy stated that the copy of the audit that the auditors will be presenting will say draft due to the pending approval of the Local Government Commission (LGC) and that none of the numbers within the draft audit report will change following LGC's approval. He shared the following Findings resulting from the audit: 1) the overspending in 2 departments: Administration and Police Department General Funds due to the July payroll for FY 2021/2022; the money was there and budget amendments were done after the final payroll was processed, therefore the departments were over budget; 2) was line items that identified funds that were never reconciled. Discussion was held regarding the Town's last audit being submitted past the deadline due to turmoil within the prior auditing company and that governmental auditing companies are becoming less today than in the past across the state.

Item 9. Recognition of the Rotary Club of Troutman for Sponsorship

No discussion held.

Standing Reports: ABC Store

No discussion held.

Old Business Items:

Item 10. Annexation Request AX-22-08; and

Item 11. Rezoning Request CZ-RM-22-09 (Shinn Farms); Applicants: John and Robert Shinn; PIN(s) 4760034830, 4750953208 and 4760131733 (Weathers Creek Road) PIN(s) 4750924960 (773 Houston Road); Total acreage: 276.26 (+/-) (Deferred Items from Council's December Meeting);

Town Manager Wyatt explained that the applicant has requested another deferral for Items 10 & 11 until Council's February meeting due a pending decision by Duke Power whether an area under the power lines can be used as green space for possible ballfields. He stated that there is discussion that the lines may go underground. Mayor Young asked that the items be kept on the agenda and Council consider the requests once they get to "Old Business".

New Business:

Item 12. Annexation Request AX-22-13; and

Item 13. Rezoning Request RZ-22-07; Applicant: Mountain State Investments, LLC; 2.0 acres (+/-); PIN 4740877479 (138 Houston Road)

Planning Director Lynne Hair stated that the applicant understands that if the property is annexed and rezoned the building being built on the property will have to go before the Design Review Board (DRB) for design approval.

Item 14. Consider Board and Committee Reappointments

- a. ABC Board - Wesley Edmiston and Kim Cavin (Terms Expiring 1-12-23)
- b. Design Review Board - Mark Michel (Term Expiring 1-9-23)

Town Manager Wyatt commented that each applicant is willing to continue serving.

III. CALL FOR CLOSED SESSION PURSUANT TO NORTH CAROLINA GENERAL STATUTES 143-318.11(a)(6) FOR PERSONNEL AND **PURSUANT TO NORTH CAROLINA GENERAL STATUTES 143-318.11(a)(3) TO CONSULT WITH ATTORNEY

Mayor Young Called for a Closed Session Pursuant to NCGS 143-318.11(a)(6) for Personnel and **Pursuant to NCGS 143-318.11(a)(3) to Consult with Attorney

Along with Mayor Young and Town Council, Ronald Wyatt, Town Manager; Kimberly Davis, Town Clerk; and Gary Thomas, Town Attorney joined the Closed Session.

*Upon motion by Paul Henkel, seconded by Councilmember, George Harris, and unanimously carried, approved to hold a Closed Session pursuant to NCGS 143-318.11(a)(6) for Personnel, and **NCGS 143-318.11(a)(3) to Consult with Attorney.

Mayor Pro Tem Henkel 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 Councilmember Paul Henkel, seconded by Councilmember George Harris, and unanimously carried, approved to reconvene open session.

Action taken as a result of the Closed Session:

*Upon motion by Councilmember Paul Henkel, seconded by Councilmember Eddie Nau, and unanimously carried, approved to authorize Attorney Gary Thomas to file a lawsuit against Rick Crisp and/or A1-LED Signs, Inc. if necessary.

*Upon motion by Councilmember George Harris, seconded by Councilmember Paul Henkel, and unanimously carried, approved to accept settlement offer from GEICO Insurance for damage to a fire hydrant.

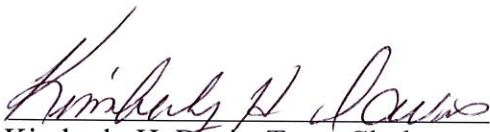
*Upon motion by Councilmember Paul Henkel, seconded by Councilmember George Harris, and unanimously carried, approved to provide a 10% increase in Town Manager Wyatt's compensation agreement effective next pay period.

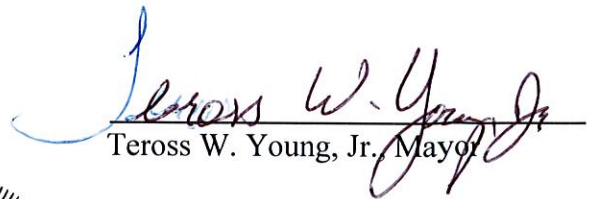
OTHER:

A brief discussion was held regarding lunch for staff on Friday, January 13th (MLK workday). Mayor Young volunteered to pay for lunch from Subway in Troutman.

IV. ADJOURNMENT

*Upon motion by Councilmember George Harris, by Councilmember Felina Harris, and unanimously carried, approved to adjourn the Agenda Briefing of January 09, 2023. Time of adjournment: 8:30 p.m.


Kimberly H. Davis, Town Clerk


Teross W. Young, Jr., Mayor



(*) Motion(s)

(**) Adjustment(s)