

MINUTE BOOK XXVII, PAGES 36-43
TROUTMAN TOWN COUNCIL REGULAR MEETING MINUTES
April 12, 2018

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 12, 2018 at 7:00 p.m. with the Mayor Teross W. Young presiding.

Council Members Present: W. Paul Henkel, Judy Jablonski, Paul R. Bryant, Sally P. Williams, James K. Troutman-arrived at 7:20pm

Council Members Absent: None

Staff Present: Justin E. Longino, Town Manager; Kimberly H. Davis, Town Clerk; Steven H. Shealy, Finance Director; Erika G. Martin, Planning Director; Matthew A. Selves, Police Chief; Emily M. Watson, Parks and Rec. Coordinator; Gary W. Thomas, Town Attorney

Press Present: Debbie Page, SVL Free News
Chloe Moores, Statesville Record & Landmark

MAYOR YOUNG CALLED THE MEETING TO ORDER

ITEM 1. MAYOR YOUNG WELCOMED VISITORS AND GUESTS

ITEM 2. INVOCATION – Delivered by Pastor Ivan Cowan, New Life Missionary Baptist Church, Troutman

ITEM 3. PLEDGE OF ALLEGIANCE

*Mayor Young expressed his deepest sympathy for family, friends and community in the loss of Mr. John Larew who has been an integral part of the community. Mr. Larew held the position of Chairman on the Town's Park and Recreation Committee and will be sorely missed. Mayor Young requested prayers for the family.

ITEM 4. ADJUSTMENTS TO APPROVAL OF THE AGENDA

Addition: Item 15a. *Consider the Naming of Troutman ESC Park Pavilion*

Addition: Item 20a. *Consider Approval of Design Review Board Reappointment Request*

Upon motion by Council member Henkel, seconded by Council member Bryant, and unanimously carried, agenda for the regular meeting of April 12, 2018 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 ANNUAL PLANNING RETREAT MINUTES OF FEBRUARY 16, 2018**
- ITEM 6. APPROVAL OF AGENDA BRIEFING MINUTES OF MARCH 05, 2018**
- ITEM 7. APPROVAL OF CLOSED SESSION MINUTES OF MARCH 05, 2018**
- ITEM 8. APPROVAL OF REGULAR MEETING MINUTES OF MARCH 08, 2018**
- ITEM 9. APPROVAL OF CLOSED SESSION MINUTES OF MARCH 08, 2018**
- ITEM 10. APPROVAL OF AUDIT CONTRACT WITH PETWAY, MILLS, AND PEARSON, PA**

ITEM 11. APPROVAL OF LIGHTING CONTRACT WITH DUKE ENERGY FOR PARKWOOD AT FALLS COVE

Upon motion by Council member Bryant, seconded by Council member Jablonski, and unanimously carried, Consent Agenda was approved as presented.

(Copied in full, audit contract and lighting contract is attached to these minutes and is filed on CD titled: "Town Council Supporting Documents" dated March 9th, and March 12th, 2018 in CD Book #1 titled: "Town Council Supporting Documents")

RECOGNITIONS AND PRESENTATIONS

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

Council member Judy Jablonski presented South Iredell High School (SIHS) as the Education Spotlight for the month of April honoring and recognizing seven outstanding students for their positive attitudes, leadership, helpfulness, compassion, dedication, and determination. The following students, selected for recognition by their teacher were introduced by SIHS Assistant Principal Robert Little and Family & Consumer Science Teacher Judy Britton.

- Michael Elmore (nominated by Jill Parker, Band Instructor)
- Megan Mills (nominated by Jill Parker, Band Instructor)
- Charles Mullis (nominated by Jill Parker, Band Instructor)
- John Driver (nominated by Jill Parker, Band Instructor)
- Emily Long (nominated by Lenae Scafidi, Science Teacher)

Mr. Marcus Chambers, First Online Coordinator; Coaches Football, Girls Basketball and Track; and the Fellowship of Christian Athletics (FCA) Sponsor nominated and introduced the following two students:

- Amelia Bailey
- Carina Chiapelli

Following the conclusion of the recognitions, Students and staff came forward for a congratulatory handshake from each Council member and Mayor Young who presented them with a Town of Troutman medallion and town patch.

STANDING REPORTS

ITEM 13. J. HOYT HAYES MEMORIAL TROUTMAN LIBRARY, *(Rebecca Lopez, Troutman Library Branch Manager)*

Ms. Rebecca Lopez, Manager of the J. Hoyt Hayes Memorial Troutman Library presented the following monthly library report on current and upcoming programs and events:

- Children's Hope Alliance donated 2500-3000 books to the library. Approximately 400 books have been added to the library collection. Over \$200 has been raised from sales so far.
- Rotary Little Free Library is completed and ready to be installed on the Children's Hope Alliance Campus. She is coordinating with Public Works, Children's Hope Alliance, and Statesville Record & Landmark to schedule an installation day.
- Earth Day Scavenger Hunt to held Monday, April 23rd, at 4:00pm inside and outside on the library grounds, weather permitting, occurring
- Troutman Friends of the Library Road Clean-up Day is scheduled for Thursday, April 26th, at 4:00pm. Students encouraged to attend for community service credit.

ITEM 14. ABC BOARD QUARTERLY UPDATE, (Layton Getsinger, ABC Board Chairman)

On behalf of the ABC Board, Mr. Layton Getsinger, ABC Board Chairman presented an update on the ABC Store's performance for the end of the 3rd Quarter of operations for fiscal year 2017-18. He stated that there are statutory requirements that requires the ABC Board to distribute to law enforcement a minimum of 5%, and alcohol and drug education a minimum of 7% from gross receipts remaining after other statutory distributions are made. As the time in making distributions to these 2 entities, the Board needed to identify a recipient of the alcohol and drug training distribution. In effort to keep the money and training specific to Troutman; the Board has entered into a Memorandum of Understanding (MOU) with Drug-Alcohol Free Iredell (DAFI), formal name Drug-Alcohol Coalition of Iredell who will provide prevention of alcohol and substance misuse, abuse and overdose training in the Troutman Schools. On March 5th the ABC Commission performed a performance audit of the store reviewing policies and procedures, the stores appearance, customer service issues, inventory control, etc., stating that there were no significant issues except for a few housekeeping issues; one of which is a Travel Policy. The commission advised that the ABC Board could adopt the states travel policy, or the appointing authority, the Town Council can approve a travel policy. The Board has elected to adopt the Town's Travel Policy, which will be presented to Council next month for consideration of approval.

Mr. Getsinger reported on sales, net sales and net profit as follows:

- YTD Net Sales: \$1,020,606.25 (after sales tax) YTD Net Profit: \$45,301.61
- Tracking based on average sales: \$1,350,000 for FY end June 30th, 2018
- 3rd Quarter ending March 31st
 - Net Sales: \$324,395.55
 - Net Profit: \$19,564.95 (March alone was \$10,389.27 of that)
- ❖ Operating Expenses are running \$18,000 to \$19,000 a month. Mr. Getsinger commented regarding operating expenses stating that he receives no compensation for bookkeeping which has been approximately a \$40,000 savings a year. He is currently in the process of training Store Manager Evelyn Walls in taking over the responsibility.
- ❖ Retained Working Capital: \$180,513.88 (Required - \$182,887). The store is \$2,730 below the required 99% (3 months of retaining capital). Once the store hits 1.5 in retaining working capital, the store only has to have 2 months retaining capital.
- March was the 2nd best month since opened, and YTD \$125,782.20 (31% over last March)
- January sales were up 29% over January 2017
- February sales were up 19% over February 2017
- The stores goal is minimum of \$100,000 in sales per month. Thus far the store has met or exceeded that with exception of February with sales of \$96,342
- The store had \$142,437 in inventory as of last order on April 4th. Current Inventory: \$128,614
- Goal is to keep inventory at \$145,000 to \$150,000 (Approximately 3 months' worth of inventory). The store receives deliveries every 2 weeks

Mr. Getsinger stated that Cedar Stump Pub has been a nice addition. It is already making a difference for the store.

ITEM 15. TROUTMAN PARKS AND RECREATION, (Emily Watson, Parks & Recreation Coordinator)

Ms. Emily Watson, Parks & Recreation Coordinator presented the following Troutman Parks and Recreation report on current and upcoming programs and events:

- Community Easter Egg Hunt was held on March 24, 2018 with a great turnout despite the challenging weather. The hunt went as planned but was unable to have all the amenities as planned for the event such as the bounce house and train rides.

- Farmers Market begins May 1st for the 2018 season. It will be held on Tuesday nights from 4-7pm at the Troutman ESC Park. Farmers Market meeting was held on Tuesday night of this week with great attendance and input.
- Front Porch Fest will be held on May 12, 2018 from 11am-4pm downtown Troutman. The Town is accepting vendor applications and volunteers.

Ms. Watson commented that she and the Parks and Rec. Committee are thankful for all John Larew has done through the years. He was a valued member of the Town and committee.

Addition to the Agenda- Item 15a:

ITEM 15a. CONSIDER NAMING OF TROUTMAN ESC PARK PAVILION, (Mayor Young)

Mayor Young agreed with a request received from Council member Bryant along with the recommendations of Town Staff and the Troutman Parks and Recreation Committee to name the Troutman ESC Park Pavilion after Mr. John Larew in recognition and memory of the work Mr. Larew has done for the park.

Upon motion by Council member Troutman, seconded by Council member Williams, and unanimously carried, approved to name the pavilion after John Larew.

Mayor Young requested that a plaque/sign be erected at the pavilion (wording to be determined). Next month Council is to decide when and how to present it to his family and to the community.

Council members expressed kind words in his memory mentioning all the hard work he did for the Town, community, church, and the needy. His presence will truly be missed.

COMMENTS FROM VISITORS AND GUESTS:

The Public is invited to address the Town Council with comments or concerns. The public comment period is limited to three (3) minutes per individual. (Newly adopted public comment policy is posted in the lobby and available on the Town Website)

Citizen Jim McNiff commented on the Town's newsletter "The Whistle Stop" that he enjoys reading the commentary by the Town Manager Justin Longino finding it informative and insightful with a little wit. He mentioned last month's article regarding the full houses for the last few months at Town Council and Planning and Zoning Board meetings commenting that in attending Town Council meetings on a regular basis, he finds that the two main divers of having a full house is school recognitions commenting that it is a shame that the students did not stay and see what Town Government is about and the roll Council members play since they are the Town's future voters. The second being groups of homeowners galvanizing to let their voices be heard against development or rezoning expressing his concern that the Town/society has become item driven to a point that the bigger agenda is no longer focused upon. The Town is putting out fires of what they do not want to happen in Troutman and he is not sure if anyone knows what they what to happen in this Town. He stated that he understands that there is a 2035 Plan to help guide development asking if the Town has a 2035 fiscal plan to meet all the Town's needs as is grows to 2035. He continued by commenting that residential comes with a cost to the Town and when it comes to a development that has an industrial aspect, it seems to get shot down overwhelmingly. The Town cannot get by just being a residential community, it needs businesses and industrial development, and needs to take that longer term view when these issues are being discussed so that the Town is not as short-sighted. In summary, Mr. McNiff asked that the Town to make sure they are looking forward in protecting the entire forest and not simply dealing with individual fires.

NEW BUSINESS

ITEM 16. ANNEXATION REQUEST (AX-18-01), (Contiguous), Applicant(s): KB Godley II, LLC, 4.13 acres, located at 386 Murdock Road, PIN 4742218388; Pamela McDaniel, 16.96 acres located at 139 Leona Lane, PIN 4742306535; Steven and Kathryn Cash, 17.96 acres, located at 199 Leona Lane, PIN 4741395538, *(Erika Martin, Planning Director)*

a. Call for Public Hearing

Mayor Young Opened the Public Hearing

Planning Director Erika Martin presented annexation request AX-18-01 stating that the request before you would bring in 39.05 acres of property within the contiguous corporate limits of the Town. The request is comprised of three parcels that would be part of the proposed Troutman Industrial Park off of Murdock Road, the parcels fall within our annexation boundary and meet the standards for annexation. Therefore, Staff recommends approval.

No others spoke for or against the request.

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 10-18 Titled: “An Ordinance To Extend The Corporate Limits Of The Town Of Troutman, North Carolina (Contiguous)”

Upon motion by Council member Jablonski, seconded by Council member Bryant, and unanimously carried, approved AX-18-01 as requested through the adoption of Ordinance 10-18 titled: “An Ordinance To Extend The Corporate Limits Of The Town Of Troutman, North Carolina (Contiguous)”.

(Copied in full, Ordinance 10-18 is filed in Ordinance Book 8, Page 209-210)

(Copied in full, annexation applications, vicinity map, and public hearing notice is attached to these minutes)

(Copied in full, Ordinance 10-18, annexation applications, map, and public hearing notice is filed on CD titled: “Town Council Supporting Documents” dated April 9th, and April 12th, 2018 in CD Book #1 titled: “Town Council Supporting Documents”)

ITEM 17. APPROVAL OF RIGHT-OF-WAY WAIVER FOR DUNKIN DONUTS, (Martin)

Planning Director Erika Martin addressed Council stating that at the Agenda Briefing she had presented background information that noted there might be the possibility of Lowes subdividing lot 1 to allow for the sale and thus development of Dunkin Donuts/Baskin Robbins and recombining a remnant portion of lot 1 with lot 4. Doing so, it seems to meet the current development needs of Dunkin and allows for future planning between the Town and Lowes. She did speak with a representative of Lowes regarding this possibility and he seemed very open to it. In checking back in with him today, he said his legal team was still analyzing and considering the possibility. Therefore, Ms. Martin recommend taking no action tonight as the recombination could be approved at a staff level if Lowes is open to the option. Per Mayor Young’s request, Ms. Martin explained in detail the recombining the remnant portion of lot 1 with lot 4.

Mr. Dan Brewer with ESP Associates and representative of Dunkin Donuts took the podium to address questions from Council. He stated that Dunkin Donuts moves fast and are wanting to be open by the end of the summer and will employ about 20 personnel. Council member Bryant asked if Dunkin Donuts would not need access from behind the parcel for ingress and egress. Mr. Brewer responded that their access would be via driveway across from Sheetz (Appliance Avenue), but the requirement for the thru road (Home Improvement Drive) to continue behind the site had stalled development.

Mayor Young asked Mr. Brewer, what Dunkin Donuts position is on the proposal before Council tonight in delaying development. Mr. Brewer responded that they would like to have the waiver approved tonight so they could submit the plans tomorrow, but either way will work for them. Mayor Young stated that if conversation breaks down, Council may have to hold a Special Meeting to address the issue.

No action was taken by Council, per recommendation by Staff.

(Copied in full, request letter and site plan is filed on CD titled: "Town Council Supporting Documents" dated April 9th, and April 12th, 2018 in CD Book #1 titled: "Town Council Supporting Documents")

ITEM 18. PARKS AND RECREATION TRUST FUND (PARTF) SUBMITTAL FOR PHASE 2 OF TROUTMAN ESC PARK, (Martin/Watson)

a. Call for Public Hearing

Mayor Young Opened the Public Hearing

As part of the Town's submittal for a Parks and Recreation Trust Fund Grant or PARTF, Staff and the Parks and Recreation Committee are recommending the following three actions:

- 1st adoption of an updated master plan for Troutman ESC Park. The Master Plan was adopted 8 years ago, since that time the town has added two amenities that were not part of the master plan; a dog park and volleyball courts. Our recent public input meeting revealed that citizens are still satisfied with the proposed amenities within the park; therefore, no new amenities are being proposed as part of this master plan update.
- 2nd would be to extend the park lease with Engineered Sintered Components to 2050 to protect the existing and proposed new amenities by the Town of Troutman and PARTF. ESC is pleased to remain a partner with the Town and has already signed off on the extension.
- 3rd would be to approve the project application to PARTF. The proposed project, known as Phase 2 of Troutman ESC Park would include an amphitheater, interactive children's fountain also known as a splash pad, and a basketball court. The estimated total project cost is \$494,846 with a Town Commitment of \$247,430.

Citizen Jim McNiff spoke in favor of allocating \$247,000 to the Troutman ESC Park after the Town's reserve fund is replenished and the Town's tax rate is lowered.

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. Approval of Updated Site Plan

Upon motion by Council member Williams, seconded by Council member Henkel, and unanimously carried, approved to update the Troutman ESC Park Site Plan as presented.

c. Approval of Updated Lease Agreement

Mayor Young commented that he and the Town appreciates Engineered Sintered Components (ESC) eagerness and wiliness to continue to lease the property to the Town. ESC has done an outstanding job, in not just partnering with the Town on the park, but other projects in the community showing their continued commitment.

Upon motion by Council member Jablonski, seconded by Council member Henkel, and unanimously carried, approved updated lease agreement with ESC.

d. Approval of PARTF 2017-2018 Basic Facts and Assurances

In expressing concerns of possible changes that may occur in the Town's financial status, Council member Henkel asked if awarded the grant, is it mandated that the Town has to accept it. Planning Director Martin stated if awarded, Council can "either" accept it or reject it.

Council member Bryant thanked Planning Director Martin for providing/helping him with detailed information regarding the water volume of the proposed splash pad, and is very encouraged that it is a reasonable amount on a seasonal basis.

Upon motion by Council member Bryant, seconded by Council member Henkel, and unanimously carried, approved PARTF 2017-2018 Basic Facts and Assurances, including the \$247,430 match from the Town of Troutman.

(Copied in full, updated lease agreement, Master site plan, basic facts and assurances, project cost, and public hearing notice are attached to these minutes and is filed on CD titled: "Town Council Supporting Documents" dated April 9th, and March 8th, 2018 in CD Book #1 titled: "Town Council Supporting Documents")

ITEM 19. SELECTION OF JAN HUFFMAN AS THE TOWN OF TROUTMAN 2018 "CITIZEN OF THE YEAR", (Mayor)

Mayor Young highlighted the two nominees for Citizen of the Year, reading aloud the nominator's narrative from the nomination form of their contributions to the Town.

Michael Barker was nominated by Parks and Recreation Coordinator Emily Watson, and Jan Huffman was nominated by Council member Bryant. Mayor Young asked for any other nominations. No other nominations were voiced.

Council member Williams made a motion nominating Michael Barker, seconded by Council member Henkel. Motion failed by a vote of 1 in favor, 4 against.

Yeas: Williams

Noes: Henkel, Bryant, Jablonski, Troutman

Upon motion by Council member Bryant, seconded by Council member Jablonski, and carried, approved nominee Jan Huffman as the Town of Troutman 2018 "Citizen of the Year" by a vote of 4 in favor, 1 against.

Yeas: Henkel, Bryant, Jablonski, Troutman

Noes: Williams

(Copied in full, nomination forms is filed on CD titled: "Town Council Supporting Documents" dated April 9th, and April 12th, 2018 in CD Book #1 titled: "Town Council Supporting Documents")

ITEM 20. SELECTION OF SOUTHERN TREATS/FULL BELLY DELI AS THE TOWN OF TROUTMAN 2018 "ORGANIZATION OF THE YEAR", (Mayor)

Mayor Young highlighted the two nominees for Organization of the Year reading aloud the nominator's narrative from the nomination form of their contributions to the Town.

Lowes of Troutman was nominated by Council member Bryant, and Southern Treats/Full Belly Deli (Owner Pat Parker) was nominated by Town Staff member Danielle Upright.

Upon motion by Council member Williams, seconded by Council member Jablonski, and unanimously carried, approved Southern Treats/Full Belly Deli as the Town of Troutman 2018 "Organization of the Year".

(Copied in full, nomination forms is filed on CD titled: "Town Council Supporting Documents" dated April 9th, and April 12th, 2018 in CD Book #1 titled: "Town Council Supporting Documents")

Addition to the Agenda- Item 20a:

ITEM 20a. CONSIDER APPROVAL OF DESIGN REVIEW BOARD REAPPOINTMENT REQUEST

Upon motion by Council member Henkel, seconded by Council member Bryant, and unanimously carried, approved re-appointments of Hap Williams and Darrell Nantz to the Town of Troutman Design Review Board for 3-year terms.

(Copied in full, re-appointment applications is filed on CD titled: "Town Council Supporting Documents" dated April 9th, and April 12th, 2018 in CD Book #1 titled: "Town Council Supporting Documents")

ITEM 21. COMMENTS FROM TOWN COUNCIL AND MAYOR

- Council member Henkel requested that Planning Director Martin research recycling of the water verses not recycling for the splash pad comparing cost efficiency over a 5-year period. Council member Williams asked if the water is recycled, will the Health Department not have to get involved regarding treatment of the water. Parks and Rec. Coordinator Watson responded that the water would have to be treated and the cost was substantial. Finance Director Steve Shealy stated that based on Town engineers estimate the Town's cost per season would be \$1500 and the water will be storm water runoff and not going into the Town sewer system. Council member Henkel withdrew his research request.

- Council member Bryant commented that Council has approved to refresh the Town 2035 Future Land Use Plan which will be known as a Strategic Master Plan for the Town that will extend past the date of 2035, consolidating several different plans into one. Request for bids have come in and the Town will be interviewing for the project in the near future. Council has every intention of having a new plan in place by fall of this year.

- Mayor Young followed up on Council member Bryant's comments stating that the Town now has a strategic master plan that is from a land development perspective; the Strategic Master Plan will provide a broader picture of the financial aspects and be able to share it with the community for input.

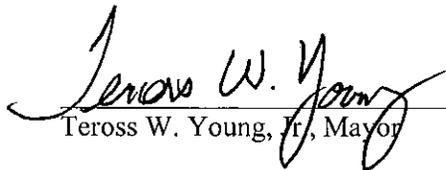
ITEM 22. COMMENTS FROM TOWN MANAGER

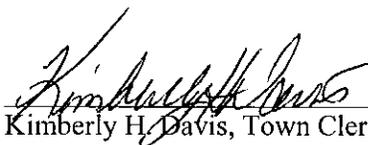
FYI:

- Parks and Recreation Coordinator Emily Watson announced a large fundraiser event for Adolescent Thyroid Cancer will be held in the park this Saturday that will host over 500 runners. The 5k run will begin at 8am. The Town will be sending out a phone tree message advising area residents. Troutman Police will be handling traffic control.
- Town Manager Justin Longino stated he gave Public Works Manager Adam Lippard the night off due to a water leak off Morrison Farm Road that happened Wednesday night around 6-7pm. Public Works begin working on the leak about 9pm with an estimated completion time of 11pm, but the job was not able to be completed until 4am.

ITEM 23. ADJOURNMENT

Upon motion by Council member Troutman, seconded by Council member Henkel, and unanimously carried, the April 12, 2018 Town Council meeting was adjourned at 8:31 pm.


Teross W. Young, Jr., Mayor


Kimberly H. Davis, Town Clerk

