

MINUTE BOOK XXXIII PAGES 89-97
TROUTMAN TOWN COUNCIL REGULAR MEETING MINUTES
August 08, 2024

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, August 08, 2024 at 7:00 p.m. with Mayor Teross W. Young, Jr., presiding.

Councilmembers Present: Jerry R. Oxsher; W. Paul Henkel, Nicholas D. Jaroszynski, Edward R. Nau, Felina L. Harris

Councilmembers Absent: None

Staff Present: Ronald Wyatt, Town Manager; Kimberly Davis, Town Clerk; Andrew Ventresca, Planning Director; Justin Mundy, Finance Director; Jason Ralston, Town Attorney; Travis Goldstein, Senior Systems Administrator

Press Present: None

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

MAYOR YOUNG WELCOMED VISITORS AND GUESTS

INVOCATION – Delivered by Councilmember Paul Henkel

PLEDGE OF ALLEGIANCE

ADJUSTMENTS TO AND ADOPTION OF THE AGENDA ()**

None

Upon motion by Councilmember Nau, seconded by Councilmember Harris, and unanimously carried, approved adoption of the August 8, 2024 Town Council meeting agenda as presented above.

II. CONSENT AGENDA: *Consent Agenda Items 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.*

- a. **Consider Approval of Agenda Briefing Meeting Minutes of July 9, 2024**
- b. **Consider Approval of Regular Meeting Minutes of July 11, 2024**
- c. **Consider Approval of Closed Session Meeting Minutes of July 11, 2024**
- d. **Consider Approval of July 24, 2024, Continued Meeting Minutes of July 11, 2024**

- e. **Consider Approval of Closed Session Minutes of July 24, 2024, Continued Meeting of July 11, 2024**
- f. **Consider Approval of a Contract Between the Town of Troutman and the Law Firm of Ralston, Benton, Byerley, and Moore, PLLC (Attorney Jason Ralston) for Legal Services**

Upon motion by Councilmember Nau, seconded by Councilmember Henkel, and unanimously carried, Consent Agenda items were approved as presented.

(Copied in full, contract attached to these minutes and is filed on CD Titled: "Town Council Supporting Documents" dated August 5th, and 8th, 2024 in CD Book #1 Titled: "Town Council Supporting Documents")

III. RECOGNITIONS / PRESENTATIONS

- 7. **Recognition of Kimberly Sager as the "Town of Troutman Employee of the Month" for July 2024,** *(Ron Wyatt, Town Manager/Justin Mundy, Finance Director)*

Justin Mundy, Finance Director presented Kimberly Sager as the Town of Troutman Employee of the Month for July stating that she has done an outstanding job juggling several changes that recently occurred in the Town. She has been a crucial part in acting as one of the liaisons between Waste Pro and the Town for our trash and recycling service and has been one of the main focal points of our new billing and accounting software as well as with the Town's new printing company. She is a great asset and resource for the Town and many. He relayed comments from Ms. Sagers's co-workers that described her as honest, knowledgeable, caring, hard-working, easy-going, a problem solver, and very detailed.

Mayor Young thanked Ms. Sager for all she does for the Town, expressing appreciation on behalf of the Council and the community.

(Copied in full, Certificate is filed on CD Titled: "Town Council Supporting Documents" dated August 5th, and 8th, 2024 in CD Book #1 Titled: "Town Council Supporting Documents")

- 8. **Recognition of the Exchange Club of Troutman, NC, and the Evening Exchange Club of Lake Norman for the "Walk of Heroes" Event and Memorial Day Celebration,** *(Wyatt/Mayor Young)*

The Exchange Club of Troutman, NC, and the Evening Exchange Club of Lake Norman were recognized for the "Walk of Heroes" Event and the Town's Memorial Day Celebration. Parks and Rec. Director Emily Watson stated that the groups worked tirelessly last year and this year for months on end to have a successful event. She stated that the Town appreciates their partnership and everything that they have done. It was a well-loved and beautiful event in our community. Beth Preston who spearheaded the event this year was very well organized.

Mayor Young read aloud and presented a Certificate of Recognition to each club.

Amy Suggs commented that the Exchange Club appreciates the Town and all the work the Town put into the event to make it possible.

Event: September 28th – Ham Breakfast

(Copied in full, Certificates are filed on CD Titled: “Town Council Supporting Documents” dated August 5th, and 8th, 2024 in CD Book #1 Titled: “Town Council Supporting Documents”)

9. Proclamation 03-24 Declaring August 4 Through August 10, 2024 As National Health Center Week (NHCW), (Mayor Young)

Mayor Young stated that this item is a Proclamation that he has signed (this day, August 8th) on behalf of Healthcare Centers in our community with the understanding that affordable healthcare impacts all of us as well as ensuring that we have preventative healthcare in our community. He expressed appreciation to all Healthcare Centers for all they do.

(Copied in full, Proclamation is in Proclamation Book 1, and is filed on CD Titled: “Town Council Supporting Documents” dated August 5th, and 8th, 2024 in CD Book #1 Titled: “Town Council Supporting Documents”)

IV. NEW BUSINESS

10. Consider a Request from South Iredell High School (SIHS) for Approval of a Road Closure for the Homecoming Parade on Wednesday, October 16, 2024 at 6:30 p.m., (David Lewis, SIHS Athletic Director)

South Iredell High School (SIHS) Students/Cheerleaders, Darby Wood and Shelby Burry, accompanied by SIHS Athletic Director David Lewis requested approval of a road closure (Eastway Drive) for the SIHS Homecoming Parade on Wednesday, October 16th at 6:30 pm. The route is from Troutman ESC Park, onto Sruggs, then Church Street onto Eastway, to Old Murdock Road.

Mayor Young asked if the school can help clean up following the parade such as picking up candy in a effort to keep the Town clean. They responded yes.

Upon motion by Councilmember Harris, seconded by Councilmember Nau, and unanimously carried, approved to grant the request from SIHS for road closure of Eastway Drive for a Homecoming Parade on Wednesday, October 16th, 2024 at 6:30 p.m.

11. Consider Ordinance 20-24 Titled: “An Ordinance Enacting A Code Of Ordinances For The Town Of Troutman, North Carolina, Revising, Amending, Restating, Codifying, And Compiling Certain Existing General Ordinances Of The Political Subdivision Dealing With Subjects Embraced In Such Code Of Ordinances”, (Wyatt)

Manager Wyatt stated that adoption of this ordinance is basically restating the code as adopted in the past. Council be will be amending this code as ordinances are amended and/or passed. Mayor Young asked that

as Council looks through the code, to please share with the Town Manager and himself things that they see that may need amended.

Upon motion by Councilmember Nau, seconded by Councilmember Jaroszynski, and unanimously carried, Ordinance 20-24 Titled: *“An Ordinance Enacting A Code Of Ordinances For The Town Of Troutman, North Carolina, Revising, Amending, Restating, Codifying, And Compiling Certain Existing General Ordinances Of The Political Subdivision Dealing With Subjects Embraced In Such Code Of Ordinances”* was approved.

(Copied in full, Ordinance 20-24 is filed in Ordinance Book 10, Pages 119-121)

(Copied in full, Ordinance 20-24 is filed on CD Titled: “Town Council Supporting Documents” dated August 5th, and 8th, 2024 in CD Book #1 Titled: “Town Council Supporting Documents”)

12. Consider Ordinance 24-24 Titled: *“An Ordinance Amending The Town Of Troutman Code Of Ordinances Mandating All Properties Participating In The Collection Of Solid Waste Services Remain Customers”*, (Wyatt)

Manager Wyatt explained that adopting this ordinance mandates that all properties participating in the collection of solid waste services remain customers. He stated that there are some exceptions due to planning and zoning, and a property may only opt out of participation in services by approval from the Town Manager, or the designee can review per case-by-case. The intent of the ordinance is to make sure that our community stays healthy by those who simply decide that they can deny trash service.

Upon motion by Councilmember Henkel, seconded by Councilmember Harris, and unanimously carried, the adoption of Ordinance 24-24 Titled: *“An Ordinance Amending The Town Of Troutman Code Of Ordinances Mandating All Properties Participating In The Collection Of Solid Waste Services Remain Customers”* was approved.

(Copied in full, Ordinance 24-24 is filed in Ordinance Book 10, Page 134)

(Copied in full, Ordinance 24-24 is filed on CD Titled: “Town Council Supporting Documents” dated August 5th, and 8th, 2024 in CD Book #1 Titled: “Town Council Supporting Documents”)

13. Rezoning Request RZ-24-06; Applicant: Town of Troutman; 2.63 (+/-) acres; 524 Autumn Leaf Road to Revert Property from CZ-HB (Conditional Zoning-Highway Business) to its Original Zoning Designation of RS (Suburban Residential); PIN(s) 4730-89-3119, (Andrew Ventresca, Planning Director)

a. Call for a Public Hearing

Mayor Young Opened the Public Hearing

Andrew Ventresca, Planning Director presented rezoning request RZ-24-06 to rezone 2.63 (+/-) acres located at 524 Autumn Leaf Road from Town of Troutman CZ-HB back to its original zoning of RS This request is by the Town of Troutman, property owner is Callard Land Management, LLC. The proposed use will be residential. He pointed out the the Unified Development Ordinance (UDO) Section 9.8.4.J.1 allows the Town of Troutman to initiate zoning the property back to its original zoning if the applicant has not submitted

any documents to move forward within 2 years of a conditional zoning approval. The conditional zoning was approved in 2016. He presented a site location map, current zoning map, current zoning plan, and the Future Land Use Map that shows the property to become Neighborhood Center. Mr. Ventresca explained the current zoning versus land use and the proposed zoning versus land use. He stated that Staff and the Planning Board unanimously recommended approval of the request to revert the property back to its original zoning designation.

No one from the public spoke in favor or in opposition.

Mayor Young Closed the Public Hearing

(Public Hearing Sign-In Sheet is attached to these minutes)

b. Approval to Adopt Ordinance 21-24 Titled: “An Ordinance Changing The Zoning Classification Of The After Described Property From Conditional Zoning Highway Business (CZ-HB) to Suburban Residential (RS)”

Upon motion by Councilmember Nau, seconded by Councilmember Henkel, and carried, Ordinance 21-24 Titled, “An Ordinance Changing The Zoning Classification Of The After Described Property From Conditional Zoning Highway Business (CZ-HB) to Suburban Residential (RS)”

c. Consideration of a Consistency Statement

Upon motion by Councilmember Nau, seconded by Councilmember Harris, and unanimously carried, approved that though rezoning the property to Suburban Residential is not consistent with the 2035 Future Land Use Map, it will revert the property to its original zoning designation. Furthermore, the current CZ-HB zoning is not consistent with the Future Land Use Map, and reverting the property to its original designation will permit the property to be zoned to a designation consistent with the map if it ever becomes commercial in the future.

(Copied in full, Ordinance 21-24 is filed in Ordinance Book 10, Page 122)

(Copied in full, staff report, Ordinance 21-24, site map, current zoning and future land use maps, current conditions, P&Z Certification of Recommendation, adjoining property notification letter, list of notified owners, and public hearing notice is filed on CD Titled: “Town Council Supporting Documents” dated August 5th, and 8th, 2024 in CD Book #1 Titled: “Town Council Supporting Documents”)

14. Text Amendment TA-24-05: Amend Article 10.5.2 Design Review Board Membership of the Troutman Unified Development Ordinance (UDO)

a. Call for a Public Hearing

Mayor Young Opened the Public Hearing

Andrew Ventresca, Planning Director presented text amendment TA-24-05 at the request of Council to amend Section 10.5.2 of the UDO (Design Review Board Membership) stating that this request will allow

for residents outside of the Planning and Zoning Jurisdiction to serve as the required design expert and add a second alternate position to be consistent with the Planning Board and the Board of Adjustment. The amendment is as follows:

- The Design Review Board shall consist of a total of five (5) voting members, **two (2) alternate members**, two (2) non-voting ex-officio members as follows:
- ~~A. Five (5) members shall be residents of the town's planning and zoning jurisdiction (corporate limits or extraterritorial jurisdiction);~~
- B. One (1) member shall be a design professional; and
- ~~C. One (1) alternate shall reside inside the town's planning jurisdiction. The alternate shall be appointed by the Troutman Town Council.~~
- D. In addition, one (1) Town Council member shall be appointed as a non-voting ex-officio member. The Town's Planning Director shall serve as a non-voting ex-officio member.

Mr. Ventresca stated that the Design Review Board did review the amendment and unanimously approved the proposed revisions as well as changing their Rules of Procedure to match up with the UDO revisions.

No one from the public spoke in favor or in opposition.

Mayor Young Closed the Public Hearing

(Public Hearing Sign-In Sheet is attached to these minutes)

b. Approval to Adopt Ordinance 22-24 Titled: “*An Ordinance Amending The Town Of Troutman Unified Development Ordinance*”

Upon motion by Councilmember Henkel, seconded by Councilmember Nau, and unanimously carried, the adoption of Ordinance 22-24 Titled, “*An Ordinance Amending The Town Of Troutman Unified Development Ordinance*” was approved.

c. Consideration of a Consistency Statement

Upon motion by Councilmember Harris, seconded by Councilmember Jaroszynski, and unanimously carried, approved that text amendment TA-24-05 is consistent with the 2018 Strategic Plan and the Unified Development Ordinance and is reasonable and in the public interest as it is consistent with the goals of the Troutman Strategic Plan.

(Copied in full, Ordinance 22-24 is filed in Ordinance Book 10, Page 123)

(Copied in full, staff report, Ordinance 22-24, P&Z Certification of Recommendation, and public hearing notice is filed on CD Titled: “Town Council Supporting Documents” dated August 5th, and 8th, 2024 in CD Book #1 Titled: “Town Council Supporting Documents”)

15. Text Amendment TA-24-06: To Replace Article 7.7.2 Traffic Impact Analysis of the Troutman Unified Development Ordinance (UDO)

a. Call for a Public Hearing

Mayor Young Opened the Public Hearing

Andrew Ventresca, Planning Director presented text amendment TA-24-06 stating the the Town has entered into an agreement with Kimley Horn acting as the Town’s transportation consultant in the future and one of the first acts for Kimley-Horn was to look at Article 7.7.2 of the UDO the Traffic Impact Analysis Section. He turned it over to Kimley-Horn to present recommended changes to Council. Mr. Steve Blakely addressed the Council presenting a PowerPoint highlighting the following major changes, providing details of each:

- Transportation Impact Analysis (TIA) Process-Changing from applicant hiring consultant to the on-call consultant performing the TIA and presenting the TIA to Council.
- TIA Threshold-Where and when the TIA is warranted. New: 1000 daily trips and 100 peak-hour trips.
- Flexibility in TIA Requirements-Determination of the need for a TIA or a Transportation Memorandum based on certain circumstances associated with the development and use of discretion. A list of examples was provided. Town Manager Wyatt stated for the record that anytime a TIA is performed, it has to be performed when school is in session.
- Transportation Mitigation Agreement-Currently the Town has no TMA. He explained that a TMA is developed after completion of the TIA that summarizes the development plan, phasing & timing of development, site access, onsite & off-site improvements required, and trigger points and deadlines for construction or improvements.
- Payment-in-lieu-Currently, the Town has no Payment-in-lieu option. Adding Payment-in-lieu-of will allow a developer to request payment-in-lieu-of if they are unable to secure right-of-way or overlap with a funded transportation project. Payment-in-lieu-of would require Town Council approval.

Other Changes from the current TIA requirements include:

- Study Area-Requires a minimum 1-mile radius when determining study intersections.
- Mitigation thresholds
 - Level of Service (LOS) instead of Volume-to-Capacity(V/C) is consistent with NCDOT. This can be determined by various traffic quantities such as density, speed, etc.
 - LOS D threshold is more conservative than NCDOT-It is an enhanced level of service.
- Multimodal Capacity Analysis-This includes a Bicycle Analysis and Pedestrian Analysis

Throughout the presentation, the Town Council asked questions and made comments.

No one from the public spoke in favor or in opposition.

Mayor Young Closed the Public Hearing

(Public Hearing Sign-In Sheet is attached to these minutes)

b. Approval to Adopt Ordinance 23-24 Titled: “An Ordinance Amending The Town Of Troutman Unified Development Ordinance”

Upon motion by Councilmember Oxsher, seconded by Councilmember Henkel, and unanimously carried, adoption of Ordinance 23-24 Titled, “*An Ordinance Amending The Town Of Troutman Unified Development Ordinance*” was approved.

c. Consideration of a Consistency Statement

Upon motion by Councilmember Jaroszynski, seconded by Councilmember Nau, and unanimously carried, approved that text amendment TA-24-06 is consistent with the 2018 Strategic Plan and the Unified Development Ordinance and reasonable and in the public interest as it is consistent with the goals of the Troutman Strategic Plan.

(Copied in full, Ordinance 23-24 is filed in Ordinance Book 10, Pages 124-133)

(Copied in full, staff report, Ordinance 23-24, amendment, P&Z Certification of Recommendation, old TIA, PowerPoint, and public hearing notice is filed on CD Titled: “Town Council Supporting Documents” dated August 5th, and 8th, 2024 in CD Book #1 Titled: “Town Council Supporting Documents”)

V. PUBLIC COMMENTS

The public is invited to address the Town Council with comments or concerns. Public comment is limited to three (3) minutes per individual. Speakers are required to sign in at the podium and are required to adhere to Town Policy #51 Titled: “Policy Governing Comments from the Public at Town Meetings”

(For Live Streaming, go to the link on the home page of the Town Website at www.troutmannnc.gov)

No public comments were made.

VI. ELECTED OFFICIALS / STAFF REPORTS AND COMMENTS

Elected Reports and Comments

Councilmember Jaroszynski

- Expressed thanks to the Police Department for a well-organized and well-attended National Night Out with free food, a DJ, vendors, and a great showing from other police and fire departments.
- Thanked the Parks and Rec Department for keeping the Troutman ESC Park looking great so the Town can have such events.

Councilmember Harris

- Commented how much she enjoyed National Night Out. The Police Department did a great job and there were so many attendees and agencies involved.

Councilmember Nau

- Wished all students and teachers that are going back to school on Monday a successful and safe 2024/2025 school year.

Councilmember Henkel

- Echoed all comments that have been said.

Councilmember Oxsher

- Expressed disappointment in not being able to attend National Night Out.

Mayor Young

- Echoed all the comments that have already been said.
- Wished all teachers, staff, and students a good school year.
- Stated he was glad to see the SIHS students before Council tonight and he looks forward to the Homecoming Parade.
- Expressed appreciation to staff for all they have done and do everyday and for what they have done in preparation of the storm.

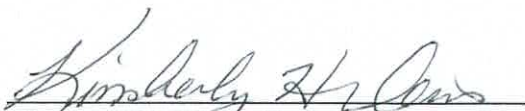
Staff Reports and Comments:

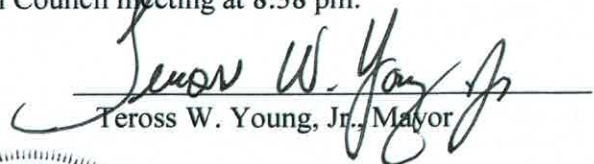
Ron Wyatt, Town Manager

- Congratulated Kimberly Sager on receiving "Employee of the Month". He commented on the software and waste company changes and how a lot of issues and questions were pushed to Kimberly above her normal job duties.
- Stated that according to the report he saw from the Police Chief, the department has had a really good month and the Parks and Rec has had a lot of programs in the last 2 months. Parks and Rec. Director Emily Watson is working while recovering from her surgery.
- Stated that Public Works was busy today due to a wreck on Murdock Road that left trees in the road and power outages. They were cleaning drains for 2 days due to the expectation of abnormal rainfall.
- Expressed that his thoughts go out to our neighbors in Rowan County/Salisbury area who lost power for various reasons.
- Expressed appreciation to Travis Goldstein, IT for his efforts in getting the bugs out of the system. He stated that Travis takes it personally when it does not work.
- Expressed appreciation and thanks to all Town employees and the citizens for their patience in the transition with the town's software and Town services.

VII. ADJOURNMENT

Upon motion by Councilmember Jaroszynski, seconded by Councilmember Harris, and unanimously carried, approved to adjourn the August 8, 2024 Town Council meeting at 8:38 pm.


Kimberly H. Davis, Town Clerk


Teross W. Young, Jr., Mayor

(**) Adjustments to the Agenda

