

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

**TOWN COUNCIL AGENDA BRIEFING MEETING MINUTES**

**FEBRUARY 5, 2024 – 4:00 P.M.**

Presiding: Mayor Teross W. Young, Jr.

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

Council Members Absent: None

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

Press Present: Debbie Page, Iredell Free News

**I. MAYOR TEROSS W. YOUNG, JR. CALLED THE FEBRUARY 5, 2024 AGENDA BRIEFING MEETING TO ORDER**

**Adjustments made to and Adoption of the Agenda Briefing Agenda (\*\*)**

\*Upon motion by Councilmember Jerry Oxsher, seconded by Councilmember Paul Henkel, and unanimously carried, approved the February 5, 2024 Agenda Briefing Agenda as presented.

**II. GENERAL BUSINESS**

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

**1. Council and Mayor Comments**

**Councilmember Felina Harris**

- Wished everyone a Happy Black History Month encouraging all to take the opportunity to learn about someone new in black history.
- Stated that she received a lot of positive comments regarding the MLK celebration thanking Councilmember Nau and his wife for arranging the speaker.

**Councilmember Nicholas Jaroszynski**

- No comments.

### **Councilmember Eddie Nau**

- Thanked Staff, Emily Watson, Parks & Rec. Director, Town Manager Wyatt, and Larry Rogers, CATS Principal for a great MLK Celebration commenting that he would have liked to have seen more effort of a clean-up in the future. He commented that the speaker was great. Manager Wyatt responded that the outside clean-up was canceled because of the forecasted weather, but as it turned out the weather was fine. Councilmember Nau asked if the clean-up day could be rescheduled. Manager Wyatt stated that Earth Day will be coming up in the Spring.
- Asked if Staff has received an answer regarding remote voting. Town Manager Wyatt stated Staff has not. He has the comments of Frieda Bluestein who was with the School of Government and wrote the Coates Cannon article but has now retired. He has reached out by email in December, then January, and again last week to the person who has taken her place and there has been no response. Councilmember Nau asked to please get an answer so the Council would know if Council could vote remotely. Town Manager Wyatt stated that between Attorney Thomas and himself, they will get an answer.

### **Councilmember Paul Henkel**

- No comments.

### **Councilmember Jerry Oxsher**

- Expressed that the MLK event was very good although the weather threw a wrench in the outside clean-up. Expressed appreciation for the Career Academy Technical School (CATS) took great care of us and we had a great speaker. He thanked Staff and all who helped put the event together.

### **Mayor Young**

- Thanked Staff for putting on a great MLK Celebration and Councilmember Nau and his wife for organizing the speaker. He expressed that he appreciates the comments from everyone stating that MLK Day is a day on, not necessarily a day off. Mayor Young addressed Mr. Nau commenting that we will get a clean-up day in as we look forward to Earth Day that will provide the citizens opportunity to get out and help beautify our Town. He thanked those who went to the Troutman Food Pantry and worked that day commenting that they might need to think about how the Town can help communicate and market what a great service they provide to the community.
- Commented that he is looking forward to the upcoming Town events that are planned for the year and expressed appreciation in advance.
- Expressed thanks and appreciation to Police Chief Watson and team for the outstanding job they do in keeping the Town safe, asking that Chief Watson share his sentiments with the department.

**B. Staff Items:** (At this time staff was provided the opportunity to make reports and comments)

**1. Town Manager/Staff Comments**

**Town Manager Wyatt**

- Addressed the 2 documents that were distributed by Planning Director Hair in regards to the Mad Monkey Garage mural stating that owner James Amico is acknowledging in the form of a letter that he is in violation and is requesting that the fines be suspended until temperatures get to where paint can be applied for it to have a longer lasting effect on the exterior of the building. Manager Wyatt stated that it is a situation where a violation has been committed and a tenant is acknowledging that it is in violation, he thinks it would be improper for Council to suspend fines before the violation has been corrected unless the Town Attorney feels differently. Town Attorney Thomas agreed commenting that at that time Council could suspend all fines, a portion of the fines, or not do anything until the violation is corrected. Mayor Young suggested that the Town stay to course at this time.
- Stated that he is appreciative that Troutman is still small enough that the town can host and put on events for our community. He has received comments from people stating they are looking forward to upcoming events.
- Expressed appreciation to all Staff and for what they did in January in particular.

**III. OVERVIEW OF TOWN COUNCIL'S UPCOMING REGULAR FEBRUARY 08, 2024 MEETING AGENDA ITEMS SCHEDULED TO BE PRESENTED**

**Consent Agenda Items:**

**Items 1-4. Minutes to be approved.**

No discussion held.

**Item 5. Approval of Budget Amendments:**

- Cost of the Town's Building Renovations
- Purchase of the Dollar General Building
- East Church Paving and Restriping Lines
- Additional Election Cost
- Additional Insurance Cost of Town Property
- Additional Parks & Rec Supplies
- Building Expenditures at the Passport Office
- Departmental Supplies and Contracted Services for the Police Department
- Additional Police Vehicles
- Equipment for Public Works (Utility Fund)
- Sewer Inspections of Town Lines by KRG Utility (Utility Fund)
- Settlement Litigation (Utility Fund)
- Additional Cost of Water Meters (Utility Fund)
- Additional Cost of Water (Utility Fund)

Town Manager Wyatt explained that the proposed amendments are for accounting documentation audit clean-up. He stated that the amendments for additional costs for water meters and cost of water are supply

and demand. Sewer Inspections of Town Lines by KRG Utility was part of the grant the Town received for scoping the sewer lines. The amendment for the East Church Paving and Restriping Lines was because the street was cracking and breaking up in several areas; repaving also helps water runoff. Councilmember Nau asked about the amendment for additional election costs. Manager Wyatt explained that the fees have increased this year due to the equipment and personnel to conduct the election. Finance Director Mundy stated that this year the cost was \$3,100 and last year it was less than \$2,000. Councilmember Nau expressed concern about candidates possibly losing votes due to people not knowing where to go to vote stating that the Board of Elections should do a better job of informing the public.

Councilmember Oxsher asked how to read the chart in the layout of the amendments. Finance Director Mundy explained that the left side is revenue and the right side is expenditures and the two have to balance stating that it is real money that is already there. Mr. Mundy commented that he may change the layout of the amendments to make them easier to read.

**Item 6. Annexation Request AX-24-03 (Contiguous), Applicant: Salih Boysan; 4.135 (+/-) acres; PIN(s) 473193064, 4731927704; 398 Hemi Drive.**

- a. Adoption of Resolution 05-24 Titled: *“Resolution Directing The Clerk To Investigate A Petition Received Under Article 4A of G.S. 160A”*
- b. Approval of Certificate of Sufficiency
- c. Adoption of Resolution 06-24 Titled: *“Resolution Fixing Date of Public Hearing On Question of Contiguous Annexation Pursuant to Article 4A Of G.S. 160A” (Setting Public Hearing Date of March 14, 2024)*

No discussion was held.

**Item 7. Approval of Master Service Agreement for On-call Transportation Services between the Town and Kimley Horn and Associates, Inc.**

Town Manager Wyatt stated that he thinks the benefit of having that service going forward, regardless of what project comes before us saves Staff time and would have somebody that handles the majority of the traffic studies and other things and they are familiar with the Town’s UDO.

Mayor Young asked Town Attorney Thomas if he had reviewed the agreement. Attorney Thomas replied that he did.

### **III. Presentation(s) / Recognition(s):**

**Item 8. Recognition of Jessica Davidson as “Town of Troutman Employee of the Month”**

No discussion was held.

**Item 9. Recognition of Miss Iredell County-Jamie Logan and Miss Iredell County Teen-Piper Pollard**

Manager Wyatt stated that Miss Iredell County-Jamie Logan and Miss Iredell County Teen-Piper Pollard have requested to come to the meeting to meet the Council and share what they are doing in their respective roles.

**Item 10. Recognition of South Iredell Marine Corps JROTC In Honor of Winning 1<sup>st</sup> Place Overall in the Daniel Boone Invitational Drill Meet and Placing 1<sup>st</sup> Overall in the Armed Category and 2<sup>nd</sup> Overall in the Unarmed Category in the Regionals**

Manager Wyatt requested that this item be removed from the agenda/postponed until March explaining that Sgt. Fisher and over half the group are unavailable to attend.

**Item 11. Recognition of Wrestling Coach Bill Mayhew In Honor of His Extraordinary Coaching Career**

This item was postponed from last month's meeting.

**IV. Standing Quarterly Reports**

**12. Troutman Fire Department**

To be presented by Wesley Morris, Fire Chief

**13. J. Hoyt Hayes Memorial Troutman Library**

To be presented by Tamra Hicks, Library Manager.

**14. ABC Store**

Manager Wyatt stated that due to a change in Mr. Getsinger's schedule, the ABC Store report will now be presented by Layton Getsinger, ABC Board Chair replacing Evelyn Walls, General Manager.

**V. New Business**

**Item 15. Annexation Request AX-23-10 (Non-Contiguous), Applicant: BBC Rocky Creek, LLC, 19.511 (+/-) acres; PIN(s) 4740490827, located off Byers Road**

**a. Hold Public Hearing**

**b. Consider Adoption of Ordinance 01-24 Titled: "*An Ordinance to Extend The Corporate Limits Of The Town of Troutman, North Carolina (Non-Contiguous)*"**

Manager Wyatt reminded Council that this is Phase 2 of BBC Rocky Creek which is in the Town ETJ and has already been rezoned. They are now ready to move forward and be annexed into the Town limits. Due to a question by Councilmember Henkel regarding the name of the development, Planning Director Hair explained that the developers have changed the name of the subdivision from Rocky Creek to Norman Creek. A brief discussion was held regarding the annexation and rezoning approval process and contiguous and non-contiguous.

**Item 16. Conditional Zoning Request CZ-RM-23-04, Applicant:** Nest Homes on behalf of TCJ Development, LLC; 11.52 (+/-) acres; PIN(s) 4730794555, 4730795888, 4730797585, 4730891668, 4730890245; 803 Perth Road, at the northeast corner of Perth Road and Autumn Leaf Road, from Troutman HB (Highway Business) to Troutman CZ-RM (Conditional Mixed Residential)

- a. Hold Public Hearing
- b. Approval of Consistency Statement
- c. Consider Adoption of Ordinance 02-24 Titled: *"An Ordinance Changing The Zoning Classification Of The After Described Property From Town Of Troutman Highway |Business (HB) To Town Of Troutman Conditional-Mixed Residential (CZ-RM)"*

Manager Wyatt explained that by right, apartments could be built there with higher density, but with the proposed townhome it is fewer units per acre. Planning Director Hair stated that in the beginning, the applicant did present plans for an apartment complex on that corner, but decided to go with townhomes instead. It could be multi-use by right in the HB district.

**Item 17.** Annexation Request AX-24-01 (Non-Contiguous), Applicant: C2C Land Development, 7.822 (+/-) acres; PIN 4659096595, 1250 Charlotte Highway on the southwest corner of Charlotte Highway and Flower House Loop.

- a. Hold Public Hearing
- b. Consider Adoption of Ordinance 03-24 Titled: *"An Ordinance to Extend The Corporate Limits Of The Town of Troutman, North Carolina (Non-Contiguous)"*

No discussion was held.

**Item 18. Rezoning RZ-24-01;** Applicant C2C Land Development; 7.8 (+/-) acres; PIN: 4659096596; 1250 Charlotte Hwy, on the southwest corner of Charlotte Hwy and Flower House Loop, from Iredell County RA (Residential Agricultural) to HB (Highway Business). This rezoning is in conjunction with the property's annexation.

- a. Hold Public Hearing
- b. Approval of Consistency Statement
- c. Consider Adoption of Ordinance 04-24 Titled: *"An Ordinance Changing The Zoning Classification Of The After Described Property From Iredell County Residential Agricultural (RA) To Town Of Troutman Highway Business (HB)"*

No discussion was held.

**Item 19. Annexation Request AX-24-02 (Non-Contiguous),** Applicant: Town of Troutman ABC Store; 7.6731 (+/-) acres; PIN: 4659095027; 1270 Charlotte Highway

- a. Hold Public Hearing
- b. Consider Adoption of Ordinance 05-24 Titled: *"An Ordinance To Extend The Corporate Limits Of The Town of Troutman, North Carolina (Non-Contiguous)"*

No discussion was held.

**Item 20. Rezoning RZ-24-02;** Applicant: Town of Troutman ABC Store; 7.6731 (+/-) acres; PIN: 4659095027; 1270 Charlotte Highway just to the South of the intersection of Charlotte Highway and Flower House Loop from Iredell County RA (Residential Agricultural) to HB (Highway Business). This rezoning is in conjunction with the property's annexation.

- a. Hold Public Hearing
- b. Approval of Consistency Statement
- c. Consider Adoption of Ordinance 06-24 Titled: *"An Ordinance Changing The Zoning Classification Of The After Described Property From Iredell County"*

Manager Wyatt stated that part of the property will be used for stormwater/catch basin. The ABC Board has already posted a sign on the property for notice of a potential site for an ABC Store as part of the state process through the ABC Commission.

**Item 21. Consider a Memorandum of Understanding (MOU) between Morningstar Properties, LLC and the Town of Troutman**

Manager Wyatt explained that the Morningstar property, located at the corner of Westmoreland Road was zoned years ago to allow a storage facility. Since that time the property has been sold to Morningstar Properties who too want to build storage units. He explained that they would need water and sewer and those lines would need to be built to service a larger area and not just their property. Therefore, there will be infrastructure reimbursement. He explained the plans will have to go through planning for approval. Ms. Hair shared that they had to get a Special Use Permit through the Board of Adjustment which was approved, and a concept plan has been submitted. The plan appears to be an improvement with a much better layout and product with parking to the rear.

**Item 22. Consider the Appointment of Tonya Bartlett as an Inside Voting Member on the Planning and Zoning Board Filling the Unexpired Term of Kenneth Reid (Term expires 5-14-24)**

Town Manager Wyatt stated that with the passing of former board member Kenneth Reid around the 1<sup>st</sup> of January there is a voting inside vacancy position and when there is a vacancy Council shall consider moving the alternate member to fill that position. He stated that since Mr. Reid's term expires on 5/14/24, Staff is requesting that Council consider appointing Ms. Bartlett for an additional 3 years to fill that position. It would keep from bringing it back to the Council for re-appointment in 3 months. If Council makes this appointment that would leave the inside alternate position open. There will also be an inside voting position expiring in May and a voting ETJ position expiring in June.

Councilmember Henkel spoke about the need for additional training for the Planning Board. Manager Wyatt agreed and stated that Planning Director Hair has tried communicating with the Board, Town Attorney, and you as Council regarding training. The council will soon be receiving additional information. He addressed the issue of Staff being called out by the public, and therefore someone has to start enforcing the rules and decorum of the meeting or make changes to that Board. It is an advisory board and the process is to see what is coming and allow the potential developer to get the pulse of the community for whatever is happening. It makes projects better when they have that engagement and proposed conditions can be recommended. Ms. Hair has stated that at this point nothing is slated for the March Planning Board meeting therefore the training could be held that night. We should have the Town Attorney present and Council is welcome to attend as well. Councilmember Jaroszynski asked if training can be required. Manager Wyatt, Town Attorney Thomas, and Mayor Young agreed that it can and should be a requirement since boards and

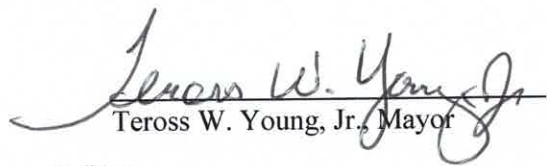
committees serve at the pleasure of the Council. Councilmember Oxsher suggested that once the current Board has received training, make training mandatory before new members take their seat. Councilmember Jaroszynski asked if the Planning Board has anything to follow regarding orderly conduct or order of business. Attorney Thomas stated that the Planning Board has Rules and Procedures. Ms. Hair stated that they have been given Roberts Rules & Procedure cheat sheets, and Manager Wyatt commented they have received training from the CCOG. Ms. Hair stated that she thinks that the Planning Board as a whole has a good grasp on zoning concepts; it is really just procedural matters where there are issues. Manager Wyatt commented that when a positive recommendation is made it means that the request meets the Town's plans and UDO, not that the Staff personally or professionally likes it. A brief discussion was held regarding the safety of the Planning Board and Staff.

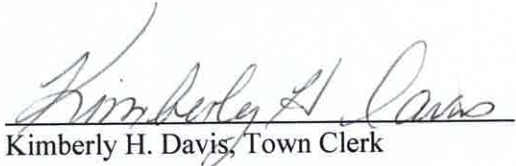
Email to be sent to the Planning Board that it is strongly encouraged by the Council that they attend training in March at their regular meeting. Ms. Hair is to place on the Planning Board's next meeting agenda discussion regarding mandatory training. Manager Wyatt wanted to make clear the Board members themselves are not the agitators it is people in the audience.

Councilmember Oxsher asked if there is progress on a time clock. Manager Wyatt stated that Staff is looking at options.

**VI. ADJOURNMENT**

\*Upon motion by Councilmember Nicholas Jaroszynski, seconded by Councilmember Felina Harris, and unanimously carried, approved to adjourn the Agenda Briefing Meeting of February 5, 2024. Time of adjournment: 5:30 p.m.

  
Teross W. Young, Jr., Mayor

  
Kimberly H. Davis, Town Clerk



- (\*) Motion(s)
- (\*\*) Adjustment(s)