

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

**TOWN COUNCIL AGENDA BRIEFING MEETING MINUTES**

**March 08, 2021 – 4:00 P.M. – Troutman Town Hall**

Presiding: Mayor Teross W. Young, Jr.

Council Members Present: W. Paul Henkel; Sally P. Williams; George W. Harris; Edward R. Nau; Felina L. Harris

Council Members Absent: None

Staff Present: Ronald Wyatt, Town Manager; Kimberly Davis, Town Clerk; Steve Shealy, Finance Director; Gary Thomas, Town Attorney; Paxton Hix, Parks & Rec. Maintenance

Press Present: Debbie Page, Iredell Free News

Others: See attached Sign-In sheet

**I. MAYOR YOUNG CALLED THE MARCH 08, 2021 AGENDA BRIEFING MEETING TO ORDER**

• **Adjustment(s) to the Agenda Briefing Agenda**

None

• **Adoption of the Agenda Briefing Agenda**

\*Upon motion by Councilmember Eddie Nau, seconded by Councilmember George Harris, and unanimously carried, approved Agenda Briefing Agenda as presented.

**II. GENERAL BUSINESS *sited***

**A. Mayor and Council Items**

Councilmember Eddie Nau

- Questioned whether a plan for traffic, parking, pedestrian crossing have been established as requested over a year ago by former Councilmember Bryant since there will most likely be a horseshow at the Iredell County Fairground in April or May emphasizing that a plan is most definitely needed. Town Manager Wyatt stated that the horseshow is tentatively scheduled for April. The Town has an application process and an application is to be submitted this week. He continued by stating that he is familiar with previous directive that the Police Chief establish a plan commenting that it will be followed through.

- . Questioned the Police Departments proposed outreach programs as presented at the Annual Planning Retreat. Manager Wyatt stated that several email conversations have been exchanged with the Police Chief as to the presentation and expectations.

**Councilmember George Harris**

- . In referencing March 11, 2021 Agenda Item 5. Facility Naming Rights for the Park Baseball Complex, Councilmember Harris asked why not “Jan Comer and Friends” instead of “Comer and Friends”. Manager Wyatt explained that at the Parks and Rec. Committee meeting, Ms. Comer stated that she did not want signaled out or have sole recognition. Ms. Comer stated she would compromise and accept naming the complex “Comer and Friends”.
- . Attended the radio show this morning with the Town Manager commenting it was very enjoyable.

**Councilmember Sally Williams**

- . In reference to the horseshow, she commented that whether the event happens in April, May, or October she agrees that the Town should be proactive and have a plan in place.

**Councilmember Felina Harris**

- . Requested an update regarding the Talley Street sidewalk. In speaking with Senator Vickie Sawyer the Transportation Committee Chair for North Carolina, Manager Wyatt stated that one of the issues is a shortfall in NCDOT funding. Following a brief history regarding previous submissions of the project he stated that paperwork for the project has been re-submitted for consideration and Senator Sawyer’s staff will be checking to see where it is in the pipeline. Troutman’s part of the funding will be approximately \$570,000.

**Mayor Young**

- . In requesting that staff reach out to Todd Poteet at West Consultants, he stated that the street project needs to be reassessed/updated as to what has been completed and if there are any streets that are critical and have immediate needs. If so, Council needs to think about budgeting for such repairs. Other potential funding resources such as the proposed Stimulus Bill for local funds and potential FEMA funding was discussed.
- . Commented that at the beginning of COVID the Town almost seemed like a ghost town, but now things are picking up especially traffic. He requested that Manager Wyatt also reach out to NCDOT regarding a potential traffic signal or signage at Flower House Loop due to traffic safety issues.

**B. Staff Comments/Business**

**1. Expenditures and Revenue Update, (Steve Shealy, Finance Director)**

Finance Director Steve Shealy stated that the Town’s revenues continue to hold up well. Sales tax was \$10,000 higher this February than February of last year. Property tax this month is down, but year-to-date is at 103%. Water billing compared to last year is up mainly due the new customer accounts.

(Copied in full, report is filed on CD titled: Town Council Supporting Documents” dated March 8<sup>th</sup> and 11<sup>th</sup>, 2021 in CD Book #1 titled: “Town Council Supporting Documents”)

**2. Consider Approval of Resolution 03-21 Titled: “RESOLUTION AUTHORIZING THE FILING OF AN APPLICATION FOR APPROVAL OF A FINANCING AGREEMENT (PROPERTY ACQUISITION) AUTHORIZED BY NORTH CAROLINA GENERAL STATUTE 160A-20”, (Shealy)**

Finance Director Steve Shealy stated that any issuance of debt requires Local Government Commission (LGC) approval and approval of Resolution 03-21 by Council is one of their many requirements in filing an application for financing.

\*Upon motion by Councilmember George Harris, seconded by Councilmember Felina Harris, and unanimously carried, approved Resolution 03-21 Titled: “Resolution Authorizing the Filing of an Application for Approval of a Financing Agreement (Property Acquisition) Authorized by North Carolina General Statute 160A-20”

(Copied in full, Resolution 03-21 is filed in Resolution Book IV, Pages 3-4)

(Copied in full, Resolution 03-21 is filed on CD titled: Town Council Supporting Documents” dated March 8<sup>th</sup> and 11<sup>th</sup>, 2021 in CD Book #1 titled: “Town Council Supporting Documents”)

**3. Set Public Hearing Date Regarding Issuance of Debt for Property Acquisition, (Shealy)**

Finance Director Steve Shealy stated any time there is issuance of debt the Local Government Commission (LGC) also requires a public hearing. The LGC only meets once a month (next meeting is April 6<sup>th</sup>) and in trying to submit the application as quickly as possible, a date for a special meeting to hold a public hearing is necessary.

\*Upon motion by Councilmember Sally Williams, seconded by Councilmember Eddie Nau, and unanimously carried, approved setting public hearing date of March 23<sup>rd</sup> at 4:00pm.

**4. Overview of the Upcoming Regular March 11, 2021 Meeting Agenda Items Scheduled to be Presented, (Ronald Wyatt, Town Manager)**

**Consent Agenda Item 4. Approval of GovOffice Web Solutions Proposal**

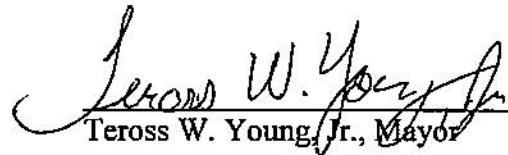
Town Manager Wyatt stated that Councilmember Felina Harris reviewed the GovOffice proposal of which she did not have any issues. Councilmember Sally Williams questioned which of the four package options staff was recommending. Manager Wyatt stated the Progressive package will work providing more options in changing things on the website. In reference to who will be maintaining the website, Manager Wyatt stated that Angela Hoover and Emily Watson will maintain it in efforts of beginning cross-training within certain areas and departments. Councilmember Paul Henkel commented that he is good with the Progressive package but questioned if Staff is recommending the optional service of bi-annual accessibility review (\$750). Councilmember George Harris asked if staff recommends the option Mass Communications (\$1,200). Manager Wyatt responded that Staff is waiting on verification to inquiries of possibly adding the mass communications at a later date giving Staff time to collect data/phone numbers needed for the service and hopes to have the information by Thursday’s meeting. Staff is recommending the optional service of \$750. Mayor Young commented that the company’s security for the website looks tight.

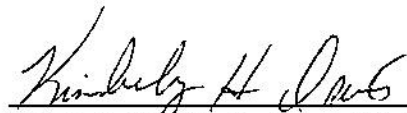
**Other:**

- Town Manager Wyatt stated he hoped to already have an answer/purchase price on the property next door. If the Town receives an answer by Thursday night's meeting, there may be a need for a closed session. Councilmember Henkel asked if the front two lots would work without the back lot. Town Manger Wyatt responded yes, with engineering and the right design of the building, but parking may be a concern. Council held a brief discussion regarding possibilities and concerns of the existing Town Hall.

**III. ADJOURNMENT**

\*Upon motion by Councilmember George Harris, seconded by Councilmember Sally Williams, and unanimously carried, approved to adjourn the Agenda Briefing of March 08, 2021.  
Time of adjournment: 4:55 p.m.

  
Teross W. Young, Jr., Mayor

  
Kimberly H. Davis, Town Clerk

(\*) Motion(s)

