

MINUTE BOOK XXXII PAGES 38-53
TROUTMAN TOWN COUNCIL REGULAR MEETING MINUTES
March 09, 2023

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, March 09, 2023 at 7:00 p.m. with Mayor Teross W. Young, Jr. presiding.

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

Absent: None

Staff Present: Ronald Wyatt, Town Manager; Kimberly Davis, Town Clerk; Lynne Hair, Planning Director; Justin Mundy, Finance Director; Josh Watson, Police Chief; Emily Watson, Parks and Recreation Director; Adam Lippard, Public Works Director; Lou Borek, Human Resources Director; Gary Thomas, Town Attorney; Michael Barker, IT

Press Present: Debbie Page, Iredell Free News

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

MAYOR YOUNG WELCOMED VISITORS AND GUESTS

INVOCATION – Delivered by Pastor Wesley Morris, Ostwalt Baptist Church

PLEDGE OF ALLEGIANCE

ADJUSTMENTS TO AND ADOPTION OF THE AGENDA

*Added to Consent Agenda as 7a. Approval to Authorize Town Attorney Gary Thomas to pay up to \$500 to hire a Virginia Law Firm to File a Judgement

Upon motion by Councilmember Paul Henkel, seconded by Councilmember Eddie Nau, and unanimously carried, approved the March 09, 2023 Town Council meeting agenda as amended.

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.*

1. **Approval of Agenda Briefing Meeting Minutes of February 06, 2023**
2. **Approval of Regular Meeting Minutes February 09, 2023**
3. **Approval of Budget Amendments:**
 - a. **Purchase of 3 Dodge Chargers-Patrol Vehicles**
 - b. **Rollover of Unused Funds-Troutman Mobility Plan**
 - c. **Professional Fees**
4. **Annexation Request AX-23-02; (Non-Contiguous), Applicant: Jerry K. & Joy C. Cline; 10.5 (+/-) acres; PIN#4740690651 (726 S. Main Street)**

- a. **Adoption of Resolution 03-23 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 04-23 Titled: “Resolution Fixing Date of Public Hearing On Question of Non-Contiguous Annexation Pursuant to Article 4A Of G.S. 160A” (Setting Public Hearing Date of April 13, 2023)**
5. **Approval to Amend the Town of Troutman Schedule of Fees**
6. **Approval of an Economic Development Agreement for CI 77 Troutman, LLC**
7. **Approval to Amend Policy #56 “Remote Participation Policy for Meetings of the Troutman Town Council”**
- *7a. **Approval to Authorize Town Attorney Gary Thomas to Pay up to \$500 to Hire a Virginia Law Firm to File a Judgement**

Upon motion by Councilmember George Harris, seconded by Councilmember Felina Harris, and unanimously carried, approved Consent Agenda as amended.

(Copied in full, Resolution 03-23 is filed in Ordinance Book IV, (Page 52)

(Copied in full, Resolution 04-23 is filed in Ordinance Book 10, Page 53)

(Copied in full, Resolutions 03-23 and 04-23, Certificate of Sufficiency, and budget amendments are attached to the minutes and are filed on CD titled: “Town Council Supporting Documents” dated March 6th and 9th, 2023 in CD Book #1 titled: “Town Council Supporting Documents” along with amended fee schedule, economic development agreement, and amended Policy #56)

III. RECOGNITION(S)/PRESENTATION(S):

8. Recognition of Kimberly Sager as “Town of Troutman Employee of the Month” (Ron Wyatt, Town Manager and Justin Mundy, Finance Director)

Justin Mundy, Finance Director, and Utility Billing Supervisor presented February’s 2023 Employee of the Month to Kimberly Sager, Utility Billing Specialist/Customer Service with a Certificate of Recognition. He stated that Ms. Sager has been with the Town since last June and in taking over the Town’s billing process, she has well-exceeded expectations; he never has to worry about a job getting done, or being done correctly. Mr. Mundy stated that she is not reactive, but proactive and that he cannot say enough good things about her. He read aloud comments provided by co-workers that portrayed Ms. Sager as having a positive attitude that is always willing to help and being an excellent problem solver going above and beyond for customers and co-workers to find an answer to address their needs. Mr. Mundy concluded by commenting that Ms. Sager is on vacation and drove back tonight to be here. The Town is lucky to have her as our utility billing specialist.

Town Manager Wyatt stated that a representatives of the software company that the Town uses for accounts receivable, etc., has been here numerous times within the last year and a half, but has spent the least amount of time in having to train Ms. Sager. He commented that her co-worker is here tonight in support because of the relationship they have in the front office. In expressing appreciation, he complimented her ability to grasp information and processes that need to be improved is phenomenal.

Mayor Young expressed appreciation and congratulations commenting that it is awesome to see how they welcome the customers.

(Copied in full, Certificate is filed on CD Titled: "Town Council Supporting Documents" dated February 6th and 9th, 2023 in CD Book #1 titled: "Town Council Supporting Documents")

STANDING REPORTS

9. J. Hoyt Hayes Memorial Troutman Library Quartely Report, (Tamra Hicks, Library Manager)

Tamra Hicks, Troutman Library Manager presented the following report.

Previous Months' Recap- September 2022 – February 2023

- In-Person Programs for Children
 - Toddler Storytime with Miss Deb Icard; meet on Tuesdays at 11am
 - Preschool Storytime with Miss Katy Bradley; meet on Fridays at 11am
 - Discovery Club; meet on Tuesdays at 3pm (Ages 6-12)
 - Teens; meet on the 3rd Thursday of each month at 4pm
- In-Person Programs for Adults
 - Pinterest Crafts; meet one Saturday each month
 - Book Club "What Are You Reading", meet on the 2nd Wednesday of the month
 - Coloring Group meet on the 4th Wednesday of the month
- Passive Programs
 - Take and Makes crafts passed out over 450
 - In-House Mailbox – a weekly writing program to encourage children to express their thoughts. Received 364 responses.
- Report of Attendance (totals)
 - Children: 65 programs (1,569 attendees)
 - Teens: 6 programs (43 attendees)
 - Adults: 21 programs (164 attendees)
- Other Library Stats
 - PC Usage: 784
 - Overall visits: 30,946 (not counting the early voters)
 - Total Checkouts: 19,842 averaging almost a 30% increase each month compared to last year. Troutman Library is doubling its increase percentage over the Statesville Library.
 - New library cards issued: 343

Summer Reading Program to begin in June

- The program is titled "All Together Now" focusing on community, state, country, and world.
- The library staff designed, prepared, and packaged 1,600 take & make crafts that will be distributed to the children over the summer months.

Library Updates

- The Troutman Library Christmas Party that was held in December for the patrons and the community was a huge success. We were pleased to hear all the positive comments from those that attended. As a special treat, we were blessed to have the local bluegrass players, which called themselves the "Strings of Christmas" for the occasion; expressing thanks to David Saleeby. Having the music in the background made for a fun time with snacks, games, and story times.
- In trying something new the library offered a "Family Book Club" to our patrons. It is geared toward children 8 – 12 years old and their parents. Each family is given a free book to keep. The families are encouraged to read the assigned book and then attend our book club with other patrons. During this time, there are

discussions about the book, families team up with others to play a form of Jeopardy to test their knowledge of the book and then enjoy a pizza dinner.

- In February, the library held the first of several adult book clubs that are designed by the North Carolina Humanities. It is called NC Reads, books are based in or about North Carolina. Participants are also given a copy of the book to keep. The first book was “Carolina Built” of which there was a very good turnout. The next meeting will be in May; the book will be “Under a Gilded Moon” (based on the Biltmore House). If anyone is interested, books will be available April 1st.
- A division of NC Works called NextGen has set up a site inside the library to assist people ages 16-24 with employment. A laptop will be available along with access to online assistance with someone in their office. The Division had a grand opening at the library in January with over 25 attendees.
- National Library Week is April 23rd -29th; the Library will be celebrating a “Love Your Library” month. There will be a tree in the library, similar to a giving tree at Christmas, with suggested supplies that people can donate. The expense for most of the supplies for programs, crafts, etc., at the library, is covered by the Troutman Friends of the Library through donations from a used book sales that are held at the library. The staff works hard to provide quality programs to our community and the library can use all the support possible. The funds received from the ABC sales has been specially earmarked for the future expansion of the library and is not touched for anything else. At the rate the library is growing, that expansion can’t come soon enough.

Staff Updates

- Since September, the Library has been fully staffed with 2 full-time and 2 part-time employees. The staff is great and is always willing to work with anyone that needs assistance. Saying hello and goodbye to every patron is something staff pride themselves in doing. The staff works hard to get to know the patrons and keep the small-town feel of the library, even with the changes in Troutman’s population. The demands on staff and the library have increased greatly. Hopefully, one day, we will be able to expand the staff to better serve the community.

10. Troutman Fire Department, (Wesley Morris, Fire Chief)

Troutman Fire Department Fire Chief Wesley Morris reported that the department’s call volume continues to increase; last year they responded to 2,986 calls (1132 fire and 1854 EMS). Over the last 2 years calls have been trending upward approximately 500 per year. The department’s total training hours were 5,742 last year. Chief Morris followed up with a report from last year regarding the new engine that was supposed to arrive in July 2023, stating that it has been delayed until the 1st of 2024. He reported the Pineville Road Station 3 project is moving very slowly partly due to the rainy season. There will be new living quarters on the left side and a base space on the right side. The footings were poured last week for both sides and the pad for the bay area was poured today. Weather permitting the rest of the padding will be poured next week, and materials are also coming in. In regards to personnel, Chief Morris stated that the new hires from last October have finished up their Firefighter 1 & 2 classes/certifications and will finish their Medical Responder Certifications this month. The department is currently 3 positions short in the hiring process. Positions are posted and applications are accepted through the department’s website www.troutmanfireandrescue.com. Lastly, Chief Morris presented to the Town a copy of the department’s Financial Audit from last fiscal year for file and thanked Council for their support.

Councilmember Paul Henkel asked Chief Morris if he is having difficulty hiring qualified employees as most Police Departments are around the nation. Chief Morris replied yes, he thinks it is across the board in finding

applicants stating they are in the same boat as police departments and other emergency services throughout the county and the state.

IV. NEW BUSINESS

11. Text Amendment - Case No. TA-23-02 – EV Charging Stations - Request initiated by Dewberry Engineers on behalf of Tesla, to amend Article 3 of the Unified Development Ordinance (UDO) to allow electric vehicle charging stations as an accessory use with additional standards, *(Lynne Hair, Planning Director)*

a. Call for a Public Hearing

Mayor Young Opened the Public Hearing

Planning Director Lynne Hair stated that she received a request to allow 12 Electric Vehicle (EV) Charging Stations in the existing parking area of the Exxon station located at 123 Julian Place. She explained that the current UDO does not provide language to permit this use. Staff is recommending this text amendment to allow EV Charging Stations as an accessory use with additional standards. Ms. Hair pointed out that even though Dewberry Engineers on behalf of Tesla is the applicant of this text amendment, they did so at the suggestion of Staff. The text amendment will amend *Article 3-Land Use Provisions* of the UDO adding EV Charging Stations as an Accessory Use to the Use Matrix 3.3.1; and to add Section 3.4.41 to address Additional Standards to the use. The proposed additional Use Standards are as follows:

1. EVC spaces will be included in determining the required parking for the development. If EVC spaces are added to existing parking lots, a parking tabulation must be provided by the applicant showing that the minimum parking requirements will not be reduced as a result of the addition of the EVC spaces.
2. When located in a residential multifamily development, the type of EVC installed is limited to Level 1 or Level 2 facilities (as defined by the U.S. Department of Energy) unless it is located in a parking structure. The EVC is available only for use by the residents and their guests.
3. When located in any non-residential or mixed-use development, any EVC space must be located in a parking lot that serves a principal use.
4. The EVC space and equipment must be located so as not to interfere with any vehicular, bicycle, or pedestrian circulation or block any fire lanes or access to the site.
5. The maximum height of the EVC dispenser and any associated transformer, switchgear, or other similar items is nine (9) feet.
6. Related equipment, including transformers, switchgear, and other similar items must be screened with a fence, wall, berm, evergreen landscaping, or any combination and must be maintained.
7. Installation of EVC spaces, including associated equipment, must apply for and receive approval of all necessary permits including, but not necessarily limited to, a Zoning Permit from the Town of Troutman, and applicable electrical and building permits from Iredell County Building Standards.

The proposed amendment to the Use Matrix shows that staff is recommending that EV Charging Stations be allowed as an accessory use in all Commercial, Industrial, Mixed Use, and in Mixed Residential districts. Ms. Hair stated that the Planning and Zoning Board unanimously recommended approval as written.

David Abernathy, addressed Council on behalf of Dewberry Engineering stating that he develops Tesla Charging structures across North Carolina commented that most people charge their vehicles at home, but when they take a road trip is where these fast chargers (that charge in approximately 30 minutes) come into play. He stated that the charging stations will draw a significant amount of people to the area; therefore, they try to place the chargers in

an area that is safe and enjoyable. The closest Tesla charging stations are located in Mooresville. Councilmember George Harris asked if other vehicles can be charged at these stations other than Tesla. Mr. Abernathy replied not currently; there is no defined universal standard for electric cars at this time, but it is their mission to open up the super-charger network to other vehicles at some point. As it stands right now, they have their hands full with Tesla. Mr. Abernathy shared that they are piloting chargers; opening the chargers to other vehicles in New York right now before trying it in other places.

Councilmember Paul Henkel asked if a level 3 charger would be allowed in a multi-level garage structure. Ms. Hair responded that it would be allowed in a garage structure. Councilmember Henkel also asked for clarity regarding Tesla offering to share technological information to allow other brand vehicle accessibility to charging at Tesla EV Charging Stations. Mr. Abernathy replied by stating that they have released their proprietary connector, called the North American Charging Standard, as public information in efforts to allow other dealers that make electric vehicles accessible to use their connector by adoption of the North America Charging Standard. This connector outputs twice the amount of power and is half the size of the standard Combined Charging System (CCS) connector. A brief discussion was held concerning the cost and how transactions take place. Town Manager Wyatt reminded Council that the request is a text amendment to allow chargers in general in the Town limits. Mayor Young asked Ms. Hair if she is aware of state or federal grants available for EV charging stations. Ms. Hair replied that she has heard of them, but is not familiar. She stated that she will research for available grants.

Mayor Young Closed the Public Hearing

(Public Hearing Sign-In Sheet is filed with these minutes)

b. Approval of Ordinance 05-23 Titled: “An Ordinance Amending The Town Of Troutman Unified Development Ordinance”

Upon motion by Councilmember George Harris, seconded by Councilmember Felina Harris and unanimously carried, approved Ordinance 05-23 Titled: “An Ordinance Amending The Town Of Troutman Unified Development Ordinance” as presented.

c. Approval of Statement of Consistency

Upon motion by Councilmember Jerry Oxsher, seconded by Councilmember Paul Henkel, and unanimously carried, approved that TA-23-02 is consistent with the 2018 Strategic Plan and the Unified Development Ordinance and is reasonable and in the public interest, as it provides for EV Charging Stations as a permitted use and places conditions ensuring compatibility with surrounding land uses.

(Copied in full, Ordinance 05-23 is filed in Ordinance Book 10, Pages 11-12)

(Copied in full, proposed Ordinance 05-23 is attached to these minutes and is filed on CD titled: “Town Council Supporting Documents” dated March 6th and 9th, 2023 in CD Book #1 titled: “Town Council Supporting Documents” along with Public Hearing Notice, Application, P&Z Board Certification of Recommendation)

12. Text Amendment – Case No. TA-23-01 – Mobile Food Trucks – Request initiated by Town Council, to amend Article 3 of the UDO adding Mobile Food truck as an accessory use with additional standards, *(Hair)*

a. Call for a Public Hearing

Mayor Young Opened the Public Hearing

Planning Director Lynn Hair presented the proposed text amendment to add *Section 3.4.40-Mobile Food Trucks* as an accessory use and to amend Use Matrix 3.3.1 by adding Mobile Food Trucks in the Accessory and Temporary Uses Section. In providing a background regarding the text amendment, Ms. Hair commented that the Town has been experiencing an increase in Food Trucks in the Town; therefore, Town Council directed that staff add better language to regulate aspects of mobile food vendors. Current language within the UDO mentions Mobile Food Vendors, but does not put any standards or restrictions on them. Staff recommends adding the following language to Section 3.4.40 that would address Mobile Food Trucks, classifying them as a temporary use:

1. Mobile Food Trucks Owned and Operated by a local Food Service Business (restaurant, coffee shop, deli, ice cream shop etc.). Food Trucks that are owned and operated by a local food service business shall be allowed to locate and operate on the property where the food service business is located and must comply with the following:
 - a) The restaurant will be the principal use of the property.
 - b) The mobile food truck will be located in the rear yard, and behind the principal restaurant structure on the site.
2. Mobile Food Trucks as a Temporary Use. Mobile Food Trucks may operate within the Town and must comply with the following:
 - a) Temporary Mobile Food Trucks are permitted for up to a maximum of three (3) months per site and calendar year upon the issuance of a temporary use permit by the Troutman Planning Department.
 - b) Written permission from the property owner must be provided granting permission for the mobile food truck to locate on their property.
 - c) All applicable local and state regulations, including, but not limited to, Health Department, Environmental Health, and Environmental Protection shall be met.
 - d) Trailers, carts, and related storage shall be removed by the close of business each day.
 - e) The use may only be located on lots occupied by a non-residential use.
 - f) The use shall be located a minimum of 15' behind existing road right-of-way, shall not impede the flow of pedestrian traffic, nor shall be located in loading space, or vehicle maneuvering area *in a safe manner*.*
 - g) No signage shall be permitted, except signs that are painted on or applied directly to the mobile food unit.
 - h) All discharge, waste, and trash shall be properly disposed of in accordance with applicable regulations by the close of business each day.
 - i) Exemptions:
 - Food Trucks participating in town events held in Troutman ESC Park or on any town-owned property;
 - Food Trucks associated with events held at the Iredell County Fairgrounds;
 - Food Trucks hired for special events lasting less than 8 hours (i.e. weddings, HOA events, private parties) so long as the food trucks are not located on a public ROW and do not in any way impede the flow of traffic are exempt also.

**Added by the Planning Board*

The proposed amendment to the Use Matrix shows that staff is recommending that Mobile Food Trucks be allowed as a temporary use in all Commercial, Industrial, and Mixed Use Districts. Ms. Hair stated that the Planning and Zoning Board unanimously recommended approval by a 5-1 vote in favor.

Councilmember Paul Henkel asked for the amount of the permit fee. Ms. Hair replied that currently, a temporary use permit falls under the zoning permit which is \$45. Ms. Hair explained that this permit would be an addition to the Peddlers License that is required for Mobile Food Trucks to operate in the Town as a business.

Town Manager Wyatt offered, if Council so desired, that staff come back next month with answers to questions that Council may still have. Council was in agreement. Planning Director Hair asked if Council did decide to table the text amendment, she would like direction from Council as to what to look into.

Mayor Young addressed Council stating that Council has an offer by Staff to continue with this text amendment until next month with some direction for Staff or does Council want to move forward. Councilmember Paul Henkel asked Manager Wyatt if he had any thoughts in mind to discuss or consider. Manager Wyatt stated that Councilmember Eddie Nau brought up the exemption of certain venues and what that overall impact may be and the fee. Also, anything else that Council would like Staff to look into, or to provide answers to questions that Council may have. Ms. Hair stated that the fee schedule is not part of the actual text amendment. Discussion regarding the fee schedule to be held at Council's April Agenda Briefing and the exemption for food trucks at the Fairgrounds. Councilmember Jerry Oxsher stated that he would not want to chase off any of the established vendors from fairgrounds events expressing concern in how that would be navigated going forward. Parks and Rec, Director Emily Watson stated that she thinks there is some confusion and overlap in the language in regards to non-profit special events and the fee associated with those, and the for-profit vendors/mobile food trucks. Ms. Watson stated that staff will collaborate, iron out the language and bring back to Council to consider.

Upon motion by Councilmember Paul Henkel, seconded by Councilmember Eddie Nau, and unanimously carried, approved to continue the Public Hearing until Council's April 13, 2023 meeting.

(Copied in full, proposed Ordinance 06-23 is attached to these minutes and is filed on CD titled: "Town Council Supporting Documents" dated March 6th and 9th, 2023 in CD Book #1 titled: "Town Council Supporting Documents" along with Public Hearing Notice, P&Z Board Certification of Recommendation)

13. Text Amendment - Case No. TA-23-03 – Front Setbacks. Request initiated by Staff to amend Article 4 of the UDO to allow certain structures to encroach into the established front yard setback, (*Hair*)

a. Call for a Public Hearing

Mayor Young Opened the Public Hearing

Planning Director Lynn Hair presented the proposed text amendment to *Article-4.2.1.D Building Design Requirements* of the UDO to allow certain structures to be located in the front yard setbacks. She stated that Staff has received several applications for shelters to be placed over mailbox kiosks. She advised that the post office is requiring new developments to have these mailbox kiosks versus individual mailboxes. These shelters would be located in the front setback as the mail kiosks themselves are typically located at the front property line of an area designated as open common space. The shelters will provide convenience to residents when raining and when packages are left in these locations. The Towns' current UDO, Article 4.2.1.D mentions exceptions to setback requirements, but does not address structures that could be located in the front setback such as the shelters mentioned above, and other potential structures such as bus stop shelters. Ms. Hair presented Staffs' recommendation of adding the following language amending Article 4.2.1D Encroachments as follows:

10. Mail kiosks and related shelters, bus stop shelters, or any other similar public structures shall be permitted to encroach into the front setback on lots used as common open space or lots used for public purposes so long as the structures do not interfere with the required site triangles of adjacent driveway or street intersections.
11. Equipment associated with EV Charging Stations. All standards established in 3.4.41 must be met.

Ms. Hair stated the Planning Board recommends approval as written.

Mayor Young asked if they could be located in a side-yard setback. Ms. Hair stated that so far she has not seen that, but typically they would be located in a front-yard setback in an open common space.

Councilmember Jerry Oxsher asked if the dedicated cut-out space to allow parking for the kiosks something that the Town requires. Ms. Hair replied that it is considered a parking lot and is approved through the plan review process.

Mayor Young Closed the Public Hearing

(Public Hearing Sign-In Sheet is filed with these minutes)

b. Approval of Ordinance 07-23 Titled: “An Ordinance Amending The Town Of Troutman Unified Development Ordinance”

Upon motion by Councilmember George Harris, seconded by Councilmember Eddie Nau, and unanimously carried, approved Ordinance 07-23 Titled: “An Ordinance Amending The Town Of Troutman Unified Development Ordinance” as presented.

c. Approval of Statement of Consistency

Upon motion by Councilmember Eddie Nau, seconded by Councilmember George Harris, and unanimously carried, approved that TA-23-03 is consistent with the 2018 Strategic Plan and the Unified Development Ordinance and is reasonable and in the public interest, as it would allow structures used for public purposes to be located in areas where they are intended to be located.

(Copied in full, Ordinance 07-23 is filed in Ordinance Book 10, Pages 15)

(Copied in full, proposed Ordinance 07-23 is attached to these minutes and is filed on CD titled: “Town Council Supporting Documents” dated March 6th and 9th, 2023 in CD Book #1 titled: “Town Council Supporting Documents” along with Public Hearing Notice, P&Z Board Certification of Recommendation)

14. Text Amendment – Case No. TA-23-04 – Addressing Where Sidewalks are Required. Request initiated by Staff to amend Article 7 of the UDO to clarify where sidewalks are required in new developments, *(Hair)*

a. Call for a Public Hearing

Mayor Young Opened the Public Hearing

Planning Director Lynne Hair presented text amendment TA-23-04 to *Article 7-Subdivision and Land Development* of the UDO specifically to amend 7.5.1.A.2 to clarify where sidewalks are required in new developments. Ms. Hair stated that Troutman strives to be a walkable community and sidewalks are a major way that pedestrian activity is provided in the Town. New developments are expected to provide walkable communities for both residents and the town as a whole. The Towns’ current UDO, Article 7.5.1.A requires sidewalks on all roadways except alleys, lanes, parkways, and rural roads and references road types shown in section 7.7.3. Parkway and rural roads are not included in this section and lanes show sidewalks being required in 7.7.3. By not requiring sidewalks on rural roads the town has no mechanism to require sidewalks along the front of developments that are built along NCDOT-maintained two-lane roads outside the town limits (i.e. Westmoreland Road). Alleys will still be exempt from sidewalks as these are solely used as a rear entrance to properties that should already have sidewalks along the street frontage side of the development. Therefore, Ms. Hair and the Planning Board recommend the following text amendment:

Amend Article 7.5.1. Encroachments by changing the language to **(Changes in Red)**:

A. Required Location: Sidewalks shall be constructed as follows:

1. In all locations specified by the Troutman Pedestrian Plan and any other applicable adopted plan;

2. Along both sides of the street in RM, NC, OI, CB, and HB, except alleys, ~~lanes, parkways, and rural roads as specified in the Street Classifications in Section 7.7.3~~ and on one side of the street in RS and RT Districts.

Mayor Young Closed the Public Hearing

(Public Hearing Sign-In Sheet is filed with these minutes)

b. Approval of Ordinance 08-23 Titled: “An Ordinance Amending The Town Of Troutman Unified Development Ordinance”

Upon motion by Councilmember Paul Henkel, seconded by Councilmember Jerry Oxsher, and unanimously carried, approved Ordinance 08-23 Titled: “An Ordinance Amending The Town Of Troutman Unified Development Ordinance” as presented.

c. Approval of Statement of Consistency

Upon motion by Councilmember Felina Harris, seconded by Councilmember Paul Henkel, and unanimously carried, approved that TA-23-04 is consistent with the 2018 Strategic Plan and the Unified Development Ordinance and is reasonable and in the public interest, as it would clearly define where a sidewalk is required in new development providing Troutman a more comprehensive pedestrian infrastructure.

(Copied in full, Ordinance 08-23 is filed in Ordinance Book 10, Pages 16)

(Copied in full, proposed Ordinance 08-23 is attached to these minutes and is filed on CD titled: “Town Council Supporting Documents” dated March 6th and 9th, 2023 in CD Book #1 titled: “Town Council Supporting Documents” along with Public Hearing Notice, P&Z Board Certification of Recommendation)

15. Text Amendment – Case No. TA-23-05 –Feather Flags. Request initiated by Staff to amend Article 6 of the UDO regulating the use of Feather Flags, *(Hair)*

a. Call for a Public Hearing

Mayor Young Opened the Public Hearing

Planning Director Lynne Hair presented text amendment TA-23-05 to *Article 6-Signs* of the UDO specifically Article 6.4.13 for additional regulations on feather flags. Ms. Hair stated that currently there is a section in the UDO that defines “flag” that states commercial flags are allowed without a permit and cannot exceed 3-foot by 5-foot in size per lot. She explained that businesses are using feathered flags as a sign because the Town does not regulate them. The size listed in this section does not reflect the industry standard size for a feather flag which ranges from 9’ to 18’ in height. In a comparison of other jurisdictions, the Town of Mooresville does not allow feathered flags and the City of Statesville allows feathered flags like a Freestanding Sign, allowing one per road frontage; however, they cannot be placed in addition to a permanent ground sign (meaning that they really do not allow them either). Ms. Hair stated that staff and the Planning Board recommend the text amendment as follows:

Amend Article 6.4.13. Flags by changing the language to **(Changes in Red)**:

- A. Flags or insignia of any nation, organization of nations, state, county, or municipality, any religious, civic, or fraternal organizations; or any educational or cultural facility are permitted, provided that the height of any pole shall not exceed the maximum height for the district.

- B. Flags with commercial messages are allowed without a permit at the rate of one 3-foot by 5-foot flag per lot. Any such commercial flags beyond this allowance must receive approval as a wall, freestanding, projecting, or hanging sign according to the provisions of this chapter.
- C. Feather flags are permitted as a temporary basis not to exceed one week per month or 12 weeks per calendar year. The height of the feather flag, to include the flag base, shall not exceed 14' in height.

Ms. Hair stated that the business could break up the time period however they wish. She commented that feathered flags could be used as a grand opening, advertise live music, etc. In response to a question by Councilmember George Harris regarding the number of feathered flags allowed per business, Ms. Hair replied only 1 (one). Councilmember Felina Harris asked if there is a specific reason for the amendment. Ms. Hair responded that the Town has received inquiries about feathered flags and since they are not regulated in the ordinance, it was decided to either say the Town is not going to allow them or add them to the ordinance. Manager Wyatt stated that the Town has had several citizen complaints regarding the impediment of the line of sight.

Mayor Young Closed the Public Hearing

(Public Hearing Sign-In Sheet is filed with these minutes)

b. Approval of Ordinance 09-23 Titled: “An Ordinance Amending The Town Of Troutman Unified Development Ordinance”

Upon motion by Councilmember George Harris, seconded by Councilmember Paul Henkel, and unanimously carried, approved Ordinance 09-23 Titled: “An Ordinance Amending The Town Of Troutman Unified Development Ordinance” as presented.

c. Approval of Statement of Consistency

Upon motion by Councilmember George Harris, seconded by Councilmember Eddie Nau, and unanimously carried, approved that TA-23-05 is consistent with the 2018 Strategic Plan and the Unified Development Ordinance and is reasonable and in the public interest, as it places conditions on feather flags that currently do not exist.

(Copied in full, Ordinance 09-23 is filed in Ordinance Book 10, Pages 17)

(Copied in full, proposed Ordinance 09-23 is attached to these minutes and is filed on CD titled: “Town Council Supporting Documents” dated March 6th and 9th, 2023 in CD Book #1 titled: “Town Council Supporting Documents” along with Public Hearing Notice, P&Z Board Certification of Recommendation)

16. Consider Approval of Amendments to Policy #29 Water and Sewer Service Policy, (Justin Mundy, Finance Director)

Finance Director Justin Mundy stated that the changes as discussed by Council on Monday have been made; including the 2 additions request by Council in the section regarding the filling-up of swimming pools by use of a fire hydrant.

Upon motion by Councilmember George Harris, seconded by Councilmember Paul Henkel, and unanimously carried, amendments to Policy #29 Water and Sewer Service Policy was approved.

(Copied in full, Policy #29 is filed in the Town of Troutman Policy Manual and is filed on CD titled: “Town Council Supporting Documents” dated March 6th and 9th, 2023 in CD Book #1 titled: “Town Council Supporting Documents”)

17. Consider Modification or Termination of the Annexation Agreement Between the Town of Mooresville and the Town of Troutman

Town Manager Wyatt stated that in adhering to the law in modifying the agreement, a Public Hearing date will need to be held next month.

No action was taken.

(Copied in full, 2018 Annexation Agreement and Location Map of ABC property is filed on CD titled: "Town Council Supporting Documents" dated March 6th and 9th, 2023 in CD Book #1 titled: "Town Council Supporting Documents")

18. Consider Annexation Boundary Agreement with the City of Statesville

In review of the proposed annexation boundary map, Town Manager Wyatt stated that the boundary lines are pretty close to what each party has tried to achieve over several years. The dividing line going north is Moose Club Road; the southwest quadrant at Exit 45 within the Town of Troutman boundary; both sides of Wallace Springs Road north to Statesville commenting that both municipalities will allow property owners on either side to choose either Statesville or Troutman. Mayor Young commented as he stated on Monday that there were really good conversations held with Statesville Mayor Costi Kutteh and Town Manager Ron Smith; expressing appreciation in their patients and working with himself and Town Manager Wyatt in establishing this agreement.

Town Manager Wyatt commented that in adhering to the General Statues he believes a Public Hearing will be needed (possibly next month) before Council takes a vote. Town Attorney Gary Thomas agreed that a Public Hearing would be needed and there also needs to be a written agreement, suggesting that Council may not want to schedule a Public Hearing for next month implying that there may not be an agreement by that time. He advised that Council could vote to agree on the concept of where the line is, based upon a written agreement. Manager Wyatt commented that under the circumstances and based on conversations with Statesville, he thinks that the document can be prepared and ready for the next Council meeting if Council so wishes to have the Public Hearing, but if it is not prepared the Public Hearing can be postponed to the following month.

Upon motion by Councilmember Paul Henkel, seconded by Councilmember Eddie Nau, and unanimously carried, approved the concept of the boundary line on the map based on the written agreement.

(Copied in full, Proposed Annexation Map is filed on CD titled: "Town Council Supporting Documents" dated March 6th and 9th, 2023 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"

Citizen Nathan Femister expressed a safety concern regarding speeding on Talley Street requesting the speed to be reduced to 25 mph.

Manager Wyatt commented that we understand the concern; the Town is trying to make pedestrian improvements in that area, but Talley Street is a state road not a town road. Speed limit request and changes has to go through NCDOT. He stated that he does not think that Town Council or staff would have any objection in supporting his

request to NCDOT. Manager Wyatt suggested that Mr. Femister maybe get a petition to provide to NCDOT to do a study and once the sidewalk is installed, it may help with NCDOT's decision to reduce the speed.

Police Chief Josh Watson stated that officers have worked that area some and have targeted areas on West Avenue but can start doing targeted speed operations on Talley Street within the next couple of days to reduce speeding through enforcement.

VII. ELECTED / OFFICIALS / STAFF REPORTS AND COMMENTS

Elected Reports and Comments

Councilmember George Harris

- Thanked Planning Director Lynne Hair for the updates to the Unified Development Ordinance (UDO).
- Commented that he met the City of Stallings Planning Director Brad Richardson (Ms. Hair's prior employer), at CRPTO that stated that the Town's gain of Ms. Hair in the Planning Department is his loss.
- Expressed appreciation to Justin Mundy for updating the Town's Water and Sewer Service Policy.

Councilmember Felina Harris

- Thanked Ms. Hair for all her hard work in regards to all the text amendments.
- Expressed appreciation and thanks for the all the cards and condolences in the passing of her father-in-law.
- Commented that it was a great retreat last week thanking staff for all the hard work they put into it.
- Commented Happy "International Women's Month".

Councilmember Eddie Nau

- Commented he is happy to see good weather and all the residents using the park and greenway.
- Wished all the Town's Irish citizens a Happy St. Patrick's Day

Councilmember Jerry Oxsher

- Wished all women a happy "International Women's Month" commenting that he will use this as a reminder to express appreciation not just this month, but all year.
- Addressed comments made in reference of the decision by Council regarding the Independence Day Celebration stating that the last thing he want to do is discard anyone's opinion, but requested that those opinions be directed to the proper channels. He stated that Council made the decision, therefore if anyone is upset, come to Council.

Councilmember Paul Henkel

- Agreed with Councilmember Oxsher statement regarding the Independence Day Celebration reiterated that if someone has a problem with Council's decision, come to Council not staff.
- Congratulated women all over the world in the recognition of "National Women's Month".

Mayor Teross Young

- In recognition of "International Women's Day" Mayor Young read a statement in honor of women around the world stating that women have made contributions not just this day or month but, throughout history that should be celebrated. He expressed appreciation to all the women in the Town, families and staff who make our community and world a better place.
- Shared that voting will be held at the Career Academy Technical School (CATS) this year expressing appreciating to CATS for holding it there.
- Commented that he wants to let the community know the importance of working with neighboring communities expressing appreciation to Statesville Mayor Kutteh and Town Manager Ron Smith for their

work and partnership. He shared that he has the opportunity to spent time in Raleigh with Mayor Kutteh and Mooresville's Mayor Atkins and looks forward to future partnerships with them.

Staff Reports and Comments:

Lou Borek, Human Resources Director

- Waiting on final numbers from the NC League of Municipality in regards to medical and dental plans to compare to others he has researched in efforts to acquire the best coverage.
- In the process of additional Cyber Security training which has been well received by staff. He stated it is a great program; knowledge is one of the most important things to have as far as keeping our network safe.
- Updated Council regarding the new digital marquee sign stating it should be arriving on April 29th and installed on April 30th. Delivery is delayed due to supply chain.

Emily Watson, Parks & Rec. Director

- Park Updates:
 - Ballfield dugouts are complete. Ms. Watson expressed thanks and appreciation to the Carney family for their sponsorship and to Parks & Rec. employees, Brent Bustle, Jay Russell, Bobby Deal for their hard work on building the dugouts.
 - Youth Sports have begun in the Park. Currently there are 6 teams practicing per night on the soccer fields. Additional space is being sought out in Town. Registration numbers are high.
 - Pavilion and facility rentals are back to back every weekend since the first of February with rentals booked through September; therefore revenue will be up. As discussed in the planning retreat, with the potential revisions that are anticipated in the park, she asked that Council be cognizant of needing additional facilities for rent.
 - Scoreboards will be installed within the next two weeks on the baseball fields by Sign Connections of Gastonia; currently waiting on permitting. Ms. Watson expressed thanks to the Rotary Club for their sponsorship.
 - The part-time crew has begun mowing, spreading mulch and prepping the fields.
- Event Updates:
 - Sprint-into-Spring will be held on Sunday, March 12th. There are 230 participants registered already; which has been the highest number of registered participants for that event, or for any other 5K that she can remember since she has been with the Town. There are generally an additional 50-55 participants to register on race day. Police officers, staff, public works, and volunteers will be coming out to help support the event.

Councilmember Felina Harris asked if the park facilities are rented multiple times a day and does staff have to clean up after each rental. Ms. Watson responded yes, someone cleans behind each rental commenting that she tries to not book more than 2 rentals in the morning and 2 in the afternoon so it is not unreasonable for staff. Councilmember Felina Harris asked about increasing rental fees. A discussion was held regarding current fees which are \$20 per hour for in-town residents and \$30 per hour for out-of-town residents. Ms. Watson stated that fees have increased twice since she has been with the Town; she is trying to stay compliable with other surrounding communities. Ms. Watson commented that each season gets busier and busier; additional space is needed. Councilmember Jerry Oxsher asked if a deposit fee is charged, Ms. Watson stated that she removed it because of the process and not being able to hold people accountable, but once the registration program is implemented, it may be something that can be revisited. Councilmember Paul Henkel asked if the Town is making money from the fees or at least breaking even; he does not want to lose money on the services the Town is providing. Manager Wyatt replied no, but it is close to breaking even. However, if the Town does not provide these services, more money will be lost due to vandalism, etc. A discussion was held regarding utilizing other areas in the park for shelters with Town Manager reminding Council that the Master Plan would need to be revisited.

Adam Lippard, Public Works Director

- The department has begun mowing for this year (2 full mowing's completed).
- Starting spring bed maintenance; this normally does not begin until April.
- Began pre-emergent program on the grass with fertilizer and seed.
- Public Works Jet-Vac truck is still on hold. The company is waiting on a drive line part that was ordered in October. The Dump truck is delayed as well.
- Several employees completed training this week. Certifications were obtained in herbicide, collections systems for sewer.
- Water System Response Plan is coming due. This is required by the state every 5 years for compliance. This plan is required in case there is ever a water shortage.

Justin Mundy, Finance Department

- Meeting with department heads over the next several weeks in preparation for the upcoming budget.
- Congratulated Kimberly Sager on being Employee of the Month. He stated that she and co-worker Tania Trent get along so well. The Town is very blessed to have both of these employees.

Lynne Hair, Planning Director

- Planning Department is very busy continuing to issue permits.
- Thanked Councilmembers George and Felina Harris for their kind words earlier.
- Steering Committee for the Mobility Plan will hold its 2nd meeting next week.
- Working on ways to implement and improve the Traffic Impact Analysis (TIA) process. Ms. Hair met last week with Kimley-Horn who has some interesting ways of handling TIA's which she will discuss with Council through the budget process.
- Updates to the UDO will continue throughout the year.
- Code Enforcement Officer Shane Harris continues to do a fantastic job. He stays busy sending out notification letters of violations and courtesy letters.
- Board of Adjustment training is scheduled for April and the Planning Board training will be held in May.

Josh Watson, Police Chief

- Reported that Officers...
 - Responded to 421 calls for service
 - Conducted 47 Criminal investigations
 - Investigated 30 Motor vehicle crashed
 - Stopped 241 Vehicle for various reasons
 - Made 29 Arrest
 - Conducted 374 Neighborhood patrols
 - Conducted 570 Business checks
- 1 Officer gave a presentation to a Cub Scout Troop that meets at the 1st United Methodist Church.
- Officers attended a Drug and Alcohol Coalition of Iredell to discuss a way to improve trends and help provide services to people in need.
- Conducted foot patrols in various neighborhoods and in the park; allowing interaction with the public.
- In comparing January 1st through March 9th of last year to January 1st through March 9th of this year, there was a 4.3% drop in reportable crime offenses. Officers are working hard and being proactive.

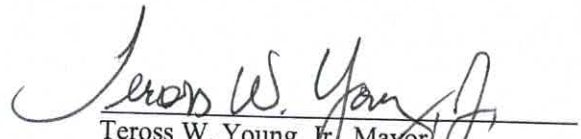
Councilmember Jerry Oxsher asked about Bike Patrol, Chief Watson explained that the program is not currently active. Chief Watson stated that the department still has the bikes in hope that in the future the Town will have an officer to apply for bike certification.

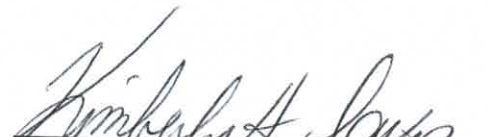
Town Manager Ron Wyatt

- Thanked Councilmembers Oxsher and Henkel for their comments regarding the cancelation of the event.
- Commented that he is very proud of all staff for the job they are doing stating that the Parks and Rec. department with one full-time employee is doing more events than surrounding Parks & Rec. Departments, and what the Officers in our Police Department per capita are doing is amazing. A nearby Town with around the same population as Troutman has 8 people in their Finance Department, while Troutman has 3. All our departments are working with fewer employees than most other municipalities.
- Reiterated that voting in Troutman will be held this year at the CATS facility.
- Commented that he enjoyed the Strategic Planning Retreat and expressed thanks and appreciation for Council's comments.
- Informed Council that he emailed citizen Jim McNiff regarding his issue with Town taxes resulting in Mr. McNiff coming to the Town in the near future to review plans, etc. He will make Council members aware of the date if any would like to join the meeting.

VIII. ADJOURNMENT

Upon motion by Councilmember George Harris, seconded by Councilmember Felina Harris, and unanimously carried, approved to adjourn the March 09, 2023 Town Council meeting at 9:16 p.m.


Teross W. Young, Jr., Mayor


Kimberly H. Davis, Town Clerk



(**) Adjustments to the Agenda