

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

**TOWN COUNCIL AGENDA BRIEFING MEETING MINUTES**

**May 8, 2023 – 4:00 P.M. – Troutman Town Hall**

Presiding: Mayor Teross W. Young, Jr.

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

Council Members Absent: None

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

Press Present: Debbie Page, Iredell Free News

**I. MAYOR YOUNG CALLED THE MAY 08, 2023 AGENDA BRIEFING MEETING TO ORDER**

**Adjustments to and Adoption of the Agenda Briefing Agenda**

No adjustments were made.

\*Upon motion by Councilmember Nau, seconded by Councilmember Henkel, and unanimously carried, approved the May 08, 2023 Agenda Briefing Agenda as presented.

**II. GENERAL BUSINESS**

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

**1. Mayor and Council Comments/Discussions**

**Councilmember Eddie Nau**

- Commented that he has noticed that the speed radar on Old Mountain Road is not working properly. Police Chief Josh Watson stated that this is the first time he has heard that it is not working, but he will check it out.
- Asked when the Food Truck Ordinance will be active. Planning Director, Lynne Hair stated that notices were sent out 2 weeks ago notifying food truck owners to come in and apply for permits. He commented that he has noticed other trucks that are not food trucks but vendors, one being a clothing truck asking if there is a permit fee. Ms. Hair replied that the Town requires an annual transient merchant license to regulate that type of vendor. Councilmember Nau then asked if the one in Town now has a license. Ms. Hair replied yes.

### **Councilmember George Harris**

- Commented on the arrival of the new jetter truck for Public Works stating that it is a nice piece of equipment and that it was really neat to see the whole crew out on the day it was delivered.
- Thanked Chief Watson for the nice introduction of the 3 new officers commenting that it was kind of neat in knowing that 2 of the officers had approached the Town, wanting to be part of it. Councilmember Harris proposed a challenge to Chief Watson and the Town Manager stating that Cary was named the best place to work in North Carolina in the Southern City Magazine. Cary got it this year; Troutman needs to get it next year.
- Thanked Andrew Ventresca, Associate Planner for arranging the CRTPO training on May 31<sup>st</sup> at 2 pm here at Town Hall encouraging all Council members to attend.

### **Councilmember Felina Harris**

- Addressed the recognition of Mental Health Awareness Month commenting that she hopes people continue to get assistance as needed to heal and hopes that we continue to heal as a whole nation.
- Stated that she attended and enjoyed the event that was held with Catherine Truitt in Mooresville on May 5<sup>th</sup> where she discovered that Mayor Young has won an award and congratulated him on his accomplishment.
- Complimented the Town's new digital sign.

### **Councilmember Jerry Oxsher**

- Commented that he agrees that the new digital sign looks good and that the banners for Town events have greatly improved over the past several months.
- Commented he is looking forward to the CRTPO training and the upcoming Centralina meetings. He is hoping that good things for the Town come out of those meetings.
- Wished all teachers "Happy Teacher Appreciation Week".

### **Councilmember Paul Henkel**

- Concurred with all the comments previously made by the other Council members.
- Congratulated Mayor Young on receiving the Governmental Relations Award from the North Carolina Retail Merchant Association stating it is very well deserved.

### **Mayor Teross Young**

- Stated that people are noticing the Town's new digital sign for he has received a lot of good comments.
- Asked Planning Director Lynne Hair the effective date of the new ordinance regarding feathered flags. Ms. Hair replied that the Code Enforcement Officer has sent letters giving them 30 days to come in for a permit or remove them.
- Commented that he hates he was not here when the jetter truck arrived. He stated that he appreciates Mr. Wyatt and Mr. Lippard for reaching out to everyone and providing them with a chance to come see the truck.
- Expressed thanks to Andrew Ventresca, Associate Planner for setting up the Charlotte Regional Transportation Planning Organization (CRTPO) training.

- Recognized “Teacher Appreciation Week” expressing thanks for all they do.
- Mayor Young stated that when the NC Retail Merchant Association presented him with the award. Councilmember Paul Henkel surprised him by representing the Town in a video. He expressed thanks and appreciation to everyone for all their comments and to Councilmember Henkel for his comments as well.

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

**1. Town Manager Comments**

- Commented that he is glad that we are post-COVID. There are a lot of things beginning to happen. It took almost 2 years to get the jetter. He stated that the old jetter will be refurbished and kept for a backup.
- Addressed the ascetics of the Town expressing appreciation to department heads and employees for their assistance in making staff aware of things that need attention.
- Employee luncheon was held last Friday where the employee of the month was announced.

**2. Discussion regarding Traffic Calming Devices, (David Saleeby)**

David Saleeby, a resident of Brown Street addressed Town Council asking them to consider some type of traffic calming device and traffic calming signage on Brown Street due to speeding vehicles and a concern for pedestrian/children safety. He stated that he has heard concerns from some on this Board regarding calming devices being a hindrance for emergency vehicles and snow plows, but he has talked with Country Boy Landscaping Chris Carney who does snow plowing, the Troutman Fire Chief Wesley Morris, and Blair Richie, Director of Iredell County EMS (present), all of which say traffic calming devices does not present a problem. In a PowerPoint presentation, he presented slides of different types of calming devices: speed bumps, speed tables, etc.; engineering drawings provided by West Consultants for locations of signage and size of the signage; speed table profile, and a map showing the proposed location for a traffic calming device on Brown Street. He stated that speeding does not happen when the police are around. A discussion was held regarding Council denying a prior request for a speed calming devise on a town street with Councilmember Paul Henkel stating that he wants to be equitable and consistent. Mayor Yung commented that clearly there is a safety issue in Town and that it needs to be addressed. Town Manager Wyatt suggested the possibility of a 4-way speed table on West Avenue at the Brown Street intersection. Mayor Young agreed that it might reduce speed on Brown Street. He asked Manager Wyatt to include in his report, the cost of a 4-way speed table and signage. Mayor Young thanked Mr. Saleeby for bringing the issue to Council’s attention. Councilmember Nau asked for the number of traffic calming devices currently in Town including digital speed limit signs.

(Copied in full, PowerPoint, Town Policy #33, and speed table profile is filed on CD titled: “Town Council Supporting Documents” dated May 8<sup>th</sup> and 11<sup>th</sup>, 2023 in CD Book #1 titled: “Town Council Supporting Documents”)

## **II. Overview of Town Council's Upcoming Regular May 11, 2023 Meeting Agenda Items Scheduled to be Presented**

### **Consent Agenda Items:**

Manager Wyatt stated that he would like to add the following item to the Consent Agenda: Item 9 Consideration of Policy #63 titled: "*Troutman Parks and Recreation Concession Stand Policy*".

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

No discussion was held.

#### **Item 5. DRB Case (DRB-23-01) – 138 Houston Road, Building Elevations for a Commercial Building**

Manager Wyatt stated that DRB is recommending approval.

#### **Item 6. DRB Case (DRB-23-02) – Food Lion Building Elevations for a Multi-Tenant Shopping Center with a Grocery Store Anchor**

Manager Wyatt stated that DRB is recommending approval.

#### **Item 7. Amendment to Town of Troutman Personnel Policy (Policy #54)**

Manager Wyatt explained that the proposed amendment is to clean up language in regards to suspension of an employee specifying that vacation time, comp time, or any other time cannot be used. It would be without pay.

#### **Item 8. Approval to Re-Codify the Town of Troutman Code of Ordinances**

Town Manager Wyatt stated that due to increased fees and customer service issues, Town Clerk Kim Davis researched other codification companies. Ms. Davis stated that the company proposed is American Legal which is through the League of Municipalities. The Town is currently with Civic Plus which bought Municipal Code (Muni Code). She stated that to re-codify the Town ordinances through Civic Plus would cost \$16,000 to \$18,000; the cost to re-codify with American Legal is \$8,000. Ms. Davis explained that Civic Plus is a Hedge Fund Company which is a group of investors that purchases companies and then sells the company once a profit is made and costs will continue to increase. Ms. Davis to email the proposal from American Legal to Council.

#### **Added: New Agenda Item 9. Approval of Parks and Recreation Concession Stand Policy (Policy #63)**

Town Manager Wyatt addressed the town's past agreement (MOU) with Iredell County and Troutman Youth Athletic Association (TYAA) stating that the Town did away with the agreement because TYAA failed to keep up with their end on the agreement; in the agreement, TYAA had the option of running the concession stand and keeping the profits, and in-turn provide labor and/or donations to the Town. He explained that this proposed policy came from requests to work the concession stands. Manager Wyatt stated that the policy will not allow cooking; all food will be pre-packaged. The policy will be reviewed on an annual basis. Councilmember Paul Henkel asked what the Town would receive in pay and if the town would ask for bids. He stated that the contract proposes that the Town receive \$250 a month, and due to the time frame in which the concessions would need to begin, it was not put out for bid.

In review and discussion of the proposed policy, Town Council requested that under Item III. C. - Add "per hour, per employee" following the \$25 fee; and add that "alcohol sales and/or procession is strictly prohibited".

Councilmember Jerry Oxsher questioned the days and hours that the concession stand will be open. Manager Wyatt stated that without having a history, we cannot say. If it is raining, it probably would not be open; if it is a slow day of the week, it probably will not be open, etc. He advised that notices will be posted when it is closed.

**Recognition(s)/Presentation(s):**

**Item 9. 10. Recognition of Austin Waugh as “Town of Troutman Employee of the Month”**

**Item 10. 11. Presentation of the 2023 “Town of Troutman Citizen of the Year” to Mary Starks**

**Item 11. 12. Presentation of the 2023 “Organization of the Year” to Food Lion of Troutman”**

**Item 12. 13. Proclamation 02-23 – “Zion Wesley AME Zion Church 145<sup>th</sup> Church Anniversary”**

**Item 13. 14. Proclamation 03-23 – “Proclaiming May 2023 as Mental Health Awareness Month”**

**Item 14. 15. Presentation of Advanced Law Enforcement Certificates to Sgt. Jamie Benge and Sgt. Cameron Jones**

No discussion was held.

**Old Business:**

**Item 15. 16. Annexation Agreement between the Town of Troutman and the Town of Mooresville**

a. Public Hearing

b. Consider approval of Ord. 14-23 Titled: *An Ordinance Adopting The Amended Annexation Agreement Between The Town Of Troutman And The Town Of Mooresville”*

Town Manager Wyatt commented (for transparency’s sake) that the Town Attorney Gary Thomas has stated, and the School of Government agrees that the preferred method for approval of boundary agreements is to have a survey completed. In this particular instance, he recommends using the GIS for the sake of time as these applicants began their request over a year and a half ago for this process. The School of Government did state that GIS mapping could be used as long as it is clear. Manager Wyatt advised that the two properties/parcels have been surveyed. He stated that he has made numerous requests to Mooresville and he has not had any communication with Mooresville since the last request. In regards to Council passing this ordinance, Town Manager Wyatt stated that from the perspective of both elected boards, both seem to be in agreement; the issue appears to be on behalf of the Mooresville staff.

Mayor Young stated that Council still has Statesville to consider. Manager Wyatt stated that surveys are being done due to the amount of land involved. Council has agreed to split the cost of the survey with Statesville. The work order for the survey has been placed, but no timeline can be provided as to when it will be completed.

**New Business:**

**Item 16. 17. Annexation Request AX-23-03; (Contiguous), Applicant: Cynthia Plyler; .57 acres; PIN 4732601287; Orchard Lane, Lot 2**

a. Hold a Public Hearing

b. Adoption of Ordinance 15-23 Titled: *“An Ordinance To Extend The Corporate Limits Of The Town Of Troutman, North Carolina (Contiguous)”*

No discussion was held.

**Item 17. 18. Consider Ordinance 16-23 Titled: "Amendment to the Town of Troutman Code of Ordinances Section 10-142(c) Overgrown Vegetation"**

Helps clarify to the citizens what they are required to mow per the Town's Ordinance. Mayor Young requested that the spelling of "vegetation" in the title of the ordinance, be corrected.

**OTHER:**

- In the Budget Workshop Minutes proposed for approval (page 60), Mayor Young pointed out that the requested amount for Administrative -Utility was recorded incorrectly. Town Clerk Davis stated that she will make the correction.
- In regards to the upcoming budget, Town Manager Wyatt stated that he thinks that staff has addressed everything that Council has asked, if not to let staff know. Councilmember Jerry Oxsher asked if there are any changes since Council's last review. Mr. Mundy stated that he received the totals for insurance expenses which made a few minor changes within the budget. Mr. Mundy to send out a final copy via email tomorrow.
- Mayor Young stated that if there are any comments or thoughts regarding the Senate Advance Regulatory Reform Bills it would be great if they would let him know. Manager Wyatt commented that HB 600; 2<sup>nd</sup> paragraph, would reduce the design daily flow rate to 75 gallons per day per dwelling which is less than where the Town is now after being re-evaluated. The Town now has a reduction of 85 gallons per day and is looking to get to 65. Therefore, there are certain parts of this bill that are advantageous to Public Works. Another part of the bill is in regard to changes to the requirements for development in vegetative buffers.

**IV. HOLD CLOSED SESSION PURSUANT TO NORTH CAROLINA GENERAL STATUTES (NCGS) 143-318.11(a)(3) TO CONSULT WITH ATTORNEY**

Mayor Young called for a Closed Session pursuant to North Carolina General Statutes (NCGS) 143-318.11(a)(3) to consult with attorney.

Along with Mayor Young and Town Council, Ronald Wyatt, Town Manager; Kimberly Davis, Town Clerk; Gary Thomas, Town Attorney joined the Closed Session.

\*Upon motion by Councilmember George Harris, seconded by Councilmember Paul Henkel, and unanimously carried, approved to hold a Closed Session pursuant to NCGS 143-318.11(a)(3) to consult with attorney.

***Mayor Young Opened the Closed Session.***

***\*\*MINUTES OF CLOSED SESSION HAVE BEEN SEALED UNTIL SUCH TIME PUBLIC INSPECTION WILL NO LONGER FRUSTRATE THE PURPOSE OF THE CLOSED SESSION\*\****

***Closing of Closed Session and Reconvene Open Session***

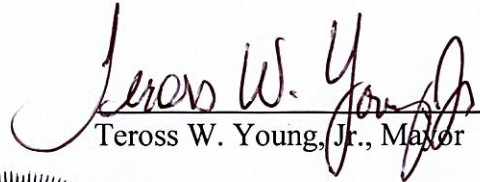
\*Upon motion by Councilmember Paul Henkel, seconded by Councilmember George Harris, and unanimously carried, approved to reconvene open session.

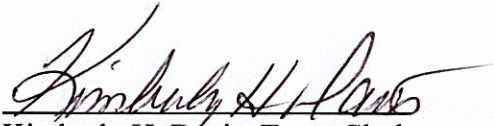
Action taken as a result of the Closed Session: None

**ADJOURNMENT**

\*Upon motion by Councilmember George Harris, seconded by Councilmember Paul Henkel, and unanimously carried, approved to adjourn the Agenda Briefing of May 08, 2023.

Time of adjournment: 6:21 p.m.

  
Teross W. Young, Jr., Mayor

  
Kimberly H. Davis, Town Clerk



(\*) Motion(s)

(\*\*) Adjustment(s)