

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

TOWN COUNCIL AGENDA BRIEFING MEETING MINUTES

May 09, 2022 – 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

Council Members Absent: Felina L. Harris (joined the meeting via phone conference)

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

Press Present: Debbie Page, Iredell Free News

Others: See attached Sign-In sheet

I. MAYOR YOUNG CALLED THE MAY 09, 2022 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 Paul Henkel, and unanimously carried, approved the May 09, 2022 Agenda Briefing Agenda as presented.

Yeas: G. Harris, E. Nau, P. Henkel, J. Oxsher, F. Harris

Nays: none

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 George Harris

- Thanked the League of Municipalities for hosting the luncheon for Patrick McHenry that he and others attended commenting that it was very nice.
- Thanked Planning Director Lynne Hair for taking the time to look into a neighbor's complaint.

Councilmember Jerry Oxsher

- Commented that the League of Municipalities luncheon for Patrick McHenry was a great experience and he was pleased with the turnout from Troutman.

Councilmember Felina Harris

- Mentioned the luncheon as well commenting that she enjoyed it very much and that it was very informative. She thanked the League of Municipalities for inviting the Town.

Councilmember Paul Henkel

- Commented that he was glad to attend the luncheon for Patrick McHenry with Councilmembers George Harris, Felina Harris, Jerry Oxsher, Eddie Nau and Town Manager Ron Wyatt. He stated that it was very informative and was a great way to network with fellow elected officials within the region.
- Informed Council that next Thursday a memorial service will be held at the Fraternal Order of Police (FOP) Lodge for fallen officers.

Mayor Young

- In recognizing that next week is Law Enforcement Appreciation Week, he requested that Chief Watson extend his thanks and appreciation to all the officers in the department.
- In acknowledgement of Teacher Appreciation Week he expressed thanks and appreciation to teachers for all they do for the children in making sure they are well educated. He realizes it is not an easy job, and that the county has had their hands full trying to retain teachers, much like all other employment.
- Stated that he visited the Town of Franklinton who is one of thirteen towns that have established a "Social District". He asked that staff maybe research what a Social District may look like for Troutman in the future. It has been an advantage to other small Towns. He commented that this may be the time to start thinking about partnering with businesses.

B. Staff Items: (At this time Mayor Young provides an opportunity for staff to make reports, comments and/or ask questions)

1. Staff Comments/Discussion**Town Manager Wyatt**

- Commented he too enjoyed the luncheon for Patrick McHenry stating that Representative McHenry has represented this district numerous times and even with the redistricting of the state, Iredell County will stay within the district Representative McHenry will serve. He expressed appreciation to the League of Municipalities for hosting the event commenting that it was good to hear directly from him on what he does in Washington and to let us know how we as a Town can better prepare and keep him informed.
- Reminder: Red and Blue 5K to be held this Saturday at 7pm. This event is a fundraiser for charity. Police Chief Watson stated that the Police have chosen the 1st Responders Children Foundation that was

founded after 911, and the Fire Fighters have chosen the Fire Fighters Burned Children's Fund for their proceeds. Donations will also be accepted.

- Recognized Law Enforcement Week and commented regarding the memorial service at the FOP Lodge next Thursday for fallen officers who have given the ultimate sacrifice in the line of duty stating that Officer William (Bill) Pettit, a part-time officer with the Town of Troutman will be remembered and paid tribute to on that day. He invited all to attend the service.
- Informed Council that the Town's Digital Billboard is now fully operational.

2. Discussion of the 2022/2023 Fiscal Year Proposed Budget

Town Manager Wyatt led a discussion regarding a non-budgeted item advising Council of the cost/quote received by Musco for premier lighting in the park is approximately \$800,000 (soccer fields \$349,000, ballfields \$439,000, volleyball court \$99,000, and \$25,000 for each parking lot) stating that lights would only be needed for 4-5 months out of the year. Along with the lights there would be cost for the electricity and the need for extra personnel. Manager Wyatt continued by stating that he feels there is more pressing needs such as a concession stand and scoreboards. Mayor Young, Councilmembers George Harris, Felina Harris, Eddie Nau, and Paul Henkel commented that they agree with Manager Wyatt that now is not the time. Manager Wyatt stated that the Town needs to make sure a power source is available and that Jan Comer is reaching out to her contact at Duke Energy. Councilmember Oxsher voiced that lights will not be any cheaper if the Town waits pointing out that cheaper systems will have the most pollution. Town Manager Wyatt stated that staff will continue to work/research opportunities with community partners; Musco's quote is good through 2023.

(Copied in full, quote from Musco is filed on CD titled: Town Council Supporting Documents" dated May 9th and 12th, 2022 in CD Book #1 titled: "Town Council Supporting Documents")

In efforts of preparing the upcoming budget, Finance Director Justin Mundy presented Council with a summary highlighting items of interest resulting from Council Budget Workshop:

- Proposed salaries – 10% salary increase across the board for Law Enforcement and 6% for all other employees. Town Manager Wyatt commented that the Town has been behind what the county pays and the Town is having to adjust to stay competitive with other municipalities. He also spoke to longevity pay stating that the Town's longevity pay stops after 10 years commenting that to him that is backward, therefore staff will be re-evaluating some Town policies. Councilmember Henkel agreed that the Town needs to be competitive for retention purposes.
- Proposed full-time Code Enforcement Officer-\$107,090 total expense for the first year (putting the projected general fund budget at a deficit of \$64,216). Town Manager Wyatt commented that the Town is behind in Code Enforcement issues and that it would cost the Town more to keep John Ganus (contracted personnel) than to hire a full-time person.

Planning Director Lynne Hair stated that the Manager has asked the Planning Department start Code Enforcement rounds of which they will start doing once a week to be pro-active to help Mr. Ganus get ahead of issues. She stated that Code Enforcement can only do certain things and can go only as far as Town Ordinances will allow. Councilmember Paul Henkel commented that if Council is serious about bringing the Town into compliance then we do what we need to do or suspend the rules if not going to follow them. Discussion was held regarding full time verses contracted service and training options. Councilmember Nau questioned the reason Mr. Ganus has not been pro-active. Manager Wyatt explained that Mr. Ganus' contract says re-active, not pro-active and that he cannot be re-active work

load wise; there is just not enough time. The Town would be better off financially to hire a full time person due to the cost of contracting for a 2nd day. Councilmember Paul Henkel asked if staff was comfortable with Mr. Ganus training a full time person. Planning Director Hair responded that the main thing a Code Enforcement Officer needs to understand is Town ordinances and processes and in her experience with Mr. Ganus he is very good at that. When training is needed in this area Mr. Ganus is the expert and is the one who does that training. She stated that at the Town she last worked, Mr. Ganus trained the full-time Code Enforcement Officer who turned out to be a great asset. Someone with a military or police background is very helpful and normally make a good Code Enforcement Officers. When asked what direction she would like to see her department go (full-time position or increase part-time service), Ms. Hair responded by stating that finding the right person is the key and thinks that a full-time person is a good solution from a financial standpoint and as busy as the Town is with development that person could assist the department with other duties as well, such as permitting if the Town Manager so approves. Ms. Hair informed Council that with her previous employer, they kept Mr. Ganus on call, contracted by the hour with In-Focus for one year for help and/or questions.

Council was in agreement to leave the position of a full-time Code Enforcement Officer in the budget.

- Proposed increase in Recycling Collection Revenue-\$7.75 from \$1.80, an increase of \$5.95 a month that would cover recycling and trash pickup expenditures of approximately \$223,000.

Councilmember George Harris stated that he prefers the fee to be called garbage if so allowed per the North Carolina General Statutes. Mr. Mundy replied that he has to confirm it. Councilmember George Harris asked what the Town would be able to include into the budget by increasing this fee. Town Manager Wyatt replied that this year it would be Code Enforcement Officer and a vehicle, front office administrative personnel, IT needs, and renovations to the Wagner Street building. A brief discussion regarding the reserve fund was held with Finance Director Mundy estimating that the current balance in the Town's unrestricted reserve balance is between \$1.5 and \$2 million or 15% - 20%; state requirement is 8% or 2 months of expenditures.

Utilities

• Proposed Increase in Water/Sewer Rates

Proposing an increase in utility rates of 20%. Town Manager Wyatt stated that the last increase in the Towns water and sewer rates was in 2016/2017 budget year of a minimal increase of 1.5%.

He advised that the last allotment purchased in the amount of \$75,000 for sewer capacity from Mooresville had to be financed. The Town was notified that the next allotment is going up. He also advised that the City of Newton has increased the fee for water purchased every year based on the inflation rate. This year the Town was notified of an increase of 7%. Manager Wyatt apologized to Council and to the citizens for being the bearer of bad news. He noted that the utility fund is separate from the general fund, therefore the utility side has to be self-contained and pay for itself. Ad Valorem taxes cannot be used to offset utilities. Mayor Young added that in prior discussions since he has been on Council, the Town has tried to balance large residential projects with commercial and industry to have less of an impact on citizen's personal finances. He agreed that industry and residential growth has to be properly balanced. Councilmember Oxsher asked if staff researched neighboring water and sewer rates. Mr. Mundy replied that Statesville, based on 5,000 gallons would be \$78 a month. Troutman based on 5,000 gallons with the proposed rate increase of 20% would be \$93 a month.

Mooresville would be almost \$69. Manager Wyatt stated that in comparing rates to other municipalities, there are a lot of other factors that need to be taken into consideration.

3. Overview of Town Council's Upcoming Regular March 13, 2022 Meeting Agenda Items Scheduled to be Presented, (Wyatt)

Consent Agenda Items:

Items 1-4 Minutes to be approved.

Items 5-7 Approval of three (3) Annexation Requests to Set Public Hearing Dates of June 9, 2022

- Annexation Request AX-22-07 (Non-Contiguous) Applicant: 88.58 acres; PIN(s) 4750-08-4420, 4750-18-0208 & 4750-17-6981 (Houston Road Development)
- Annexation Request AX-22-05 (Non-Contiguous) Applicant: Piedmont Landco, LLC-Howard Bryan; Project: Solid Rock Venture; 17.861 acres; PIN(s) 4750-01-3833, 4750-02-5120, 4750-02-4302, 4750-02-4497, 4750-02-4566, 4750-02-2337, 4750-02-1496, 4750-02-4696, 4750-02-2529, 4750-02-8954, 4750-02-8518, 4750-12-1383 (Charlotte Highway and Lexus Drive)
- Annexation Request AX-22-06 (Contiguous and Non-Contiguous) Applicant(s): Four D's Realty Corp./Sterling Properties of Mooresville LLC; Project: Autumn Leaf West; 103.54 acres; PIN(s) 4741-20-8930, 4741-01-4288 (Autumn Leaf Road); and 4741-30-1359 (196 Byers Road)

Item 8. Approval of Budget Amendment for Acquisition of Property Located at 344 North Avenue (\$351,815) – (*Wrong address listed, Correct address to 344 North Eastway Drive*)

Introduction(s) / Recognition(s) / Presentation(s):

Presentation of Funds for Autism (Town of Troutman Fundraiser "Last Chance Prom") Funds collected were divided between and presented to the following:

- Exceptional Children's Assistance Center – Aimee Combs
- ACEing Autism – Julie Coughlin

New Business:

Item 9. Consider Rezoning Request CZ-RM-22-01 Touché, LLC/Troutman Townes a request for conditional zoning of the property located on the west side of South Eastway Drive near the intersection of Highway 21, PIN(s) 4741327938, 4741336915, 4741327896, 4741336098, 4741431448, and 4741334569. To rezone 24.00(+/-) acres from RT (Town Residential) to CZ-RM (Conditional Zoning – Mixed Residential) for the purpose of a townhome development. (**Applicant has requested a 1 month deferral**)

Planning Director Lynne Hair commented that this is a rezoning request for a townhome project on South Eastway near the intersection of Hwy 21 for 165 units. A community meeting was held as well as the Planning and Zoning Board Meeting. Staff and the Planning Board are recommending denial of the rezoning request because it does not match the Town's Land Use Plan. Therefore, the applicant is seeking a 1 month deferral to see if they can get the plan under the number of units to try and comply with the Town's plans. Options were discussed by Council to either defer for one month, defer it back to the Town's Planning Board, or hear the request. If deferred back to Planning and Zoning the Public Hearing will have to be republished.

Item 10. Consider Annexation Request AX-22-04 (Non-Contiguous) Applicant: Forty Two North Development, LLC (Kathy Godley) and Piedmont Landco. LLC (Howard Bryan); 0.47 acres; Portion of PIN 4740-83-2546 and Portion of PIN 4740-84-3106; (Lexus Drive)

Hold a Public Hearing and adopt the annexation ordinance.

Item 11. Consider Rezoning RZ-22-02: Town of Troutman; located on the west side of Charlotte Highway, south of Exit 42 (Lexus Drive), in Portion of PIN 4740-83-2546 and Portion of PIN 4740-84-3106; Request to rezone 0.470 acres from Iredell County General Business (GB) to Town of Troutman Highway Business (HB)

Hold a Public Hearing and adopt a consistency statement and the rezoning Ordinance

Item 12. Consider Selection of Auditing Firm for FY 2023

Manager Wyatt commented that the Town received three bids. Staff recommends the first company on the list. It was not the lowest bid, but it is a reputable company.

Items 13 & 14. Selection of Town of Troutman 2022 “Citizen of the Year” and “Organization of the Year”

Council requested that the above two items be removed from the agenda, extending the deadline for submittal, bringing the request back to Council for consideration in September.

Item 15. Consider Appointments to Town Boards and Committees

a. Planning and Zoning Board (3 year terms)

- Consider Appointment of one (1) Inside position (expires 9/13/22)
- Consider Appointment of one (1) Inside Alternate position (expires 9/14/23)

Town Manager Wyatt stated that several people have inquired about serving on multiple boards/committees simultaneously. Elected Officials per General Statutes cannot serve on other appointed boards and committees, and he does not think it should be allowed for any board that functions in a Quasi-Judicial nature such as the Board of Adjustment but alright for other boards and committee members. He stated that currently the Town does not have a policy that regulates serving on multiple boards or committees. Mayor Young agreed and requested that staff establish a policy prohibiting serving on the Board of Adjustment and on another board or committee simultaneously. Councilmember Jerry Oxsher voiced that he is not for people serving on multiple boards and committees commenting that he thinks it set a bad precedent. Mayor Young expressed a concern of the lack of interest in people volunteering for boards and committees. Councilmember Paul Henkel stated that for now he proposes that people be allowed to serve on multiple boards and committees with the exception of Board of Adjustment because of the struggle to get volunteers to serve. Town Manager Wyatt voiced concern regarding one or two applicants making comments publically regarding Planning and Zoning matters commenting that from a Town Managers perspective it causes him pause. Even though Town Council has adopted a Code of Ethics for all volunteers to follow, he is not convinced that all appointees are following those Ethics. Although the Town wants qualified volunteers to serve, everyone needs to understand that there is a certain set of rules, ethics and expectations to serve on these boards and committees. He suggested, with Council’s approval that staff supply applicants a

copy of the Code of Ethics and rules that they need to follow making sure they understand the roles they are volunteering to serve before submitting the application to Council for consideration. Council was in agreement. During a discussion regarding the applicants, Councilmember Eddie Nau commented they cannot base an opinion off of paper, he would like to put a face with a name. Town Manager Wyatt commented that Council should not take a person because they volunteer. Council was also in agreement that the applicants and future applicants attend the Agenda Briefing as applicants have done in the past.

Council requested that Item 15a "Consider Appointments to Planning and Zoning Board" be moved to their June meeting to allow applicants the opportunity to attend the June Agenda Briefing to introduce themselves. Prior to the Agenda Briefing, each applicant will receive and acknowledge that they have read and understand the Code of Ethics and the Rules of Procedure of the board or committee of which they are applying making this process a part of the application process going forward.

b. Land Use Map Advisory Committee

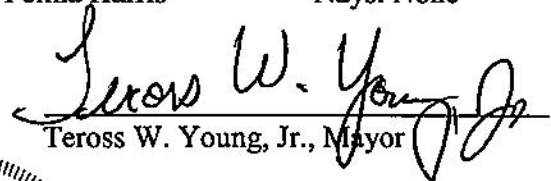
Planning Director Lynne Hair stated that at last month's meeting Council appointed Councilmembers Jerry Oxsher and George Harris as member to the Ad-Hoc committee for drafting a new Land Use Map advising that they met a couple of weeks ago and established a list of potential people to be considered for appointment to the committee. Once appointed, the first meeting will be held this month in a week or two, and the first public input session is scheduled for June.

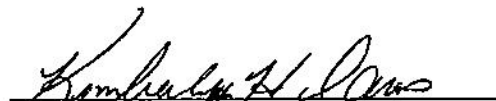
IV. ADJOURNMENT

*Upon motion by Councilmember George Harris, seconded by Councilmember Paul Henkel, and unanimously carried, approved to adjourn the Agenda Briefing of May 09, 2022. Time of adjournment: 7:28 p.m.

Yeas: Paul Henkel, George Harris, Eddie Nau, Jerry Oxsher, Felina Harris

Nays: None


Teross W. Young, Jr., Mayor


Kimberly H. Davis, Town Clerk



(*) Motion(s)

(**) Addition(s)