

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

TOWN COUNCIL AGENDA BRIEFING MEETING MINUTES

May 10, 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; Emily Watson, Parks and Rec. Director; Jonathan Wells, Interim Planning Director; Adam Lippard, Public Works Director; Paxton Hix, IT

Press Present: Debbie Page, Iredell Free News

Others: See attached Sign-In sheet

I. MAYOR YOUNG CALLED THE MAY 10, 2021 AGENDA BRIEFING MEETING TO ORDER

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

Deletion: Agenda Item II (B)(1) Introduction of Michael Barker, IT Personnel
Mr. Barker was unable to attend the meeting.

Addition: Item 5. Closed Session Pursuant to NCGS 143-318.11(a)(3) to consult with attorney.

. Adoption of the Agenda Briefing Agenda

*Upon motion by Councilmember George Harris, seconded by Councilmember Eddie Nau, and unanimously carried, approved the May 10, 2021 Agenda Briefing Agenda as amended.

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.

Councilmember Eddie Nau

- . Acknowledged and congratulated Troutman's high school and college graduates.
- . Expressed thanks and appreciation to Emily Watson, Parks and Recreation Director for recognizing Teacher Appreciation Week with the display on the Greenway.

- . Thanked Lt. Darrin Payne for doing a great job in taking over the Police Department as Interim Police Chief. He also thanked Officer Madison Sharpe for a great job.

Councilmember George Harris

- . In regards to Mr. Jim McNiff's comments at Council's April meeting and his request to lower taxes for the past 5 years, he asked that Mr. McNiff be given a nice answer of why property taxes are not reduced. Manager Ron Wyatt commented that he and Finance Director Shealy have discussed getting together with Mr. McNiff following the budget workshop and before the Town Council meeting to explain the budget and its process for a better understanding of why Council cannot uphold his request.
- . Questioned whether the Town's ETJ extends below Westmoreland Road. Finance Director Shealy stated that when the boundary agreement with Mooresville was updated, the boundary line was moved further south. Manager Wyatt provided a detailed description of the Town's corporate limits and boundary area. Interim Planning Director Wells volunteered to provide Councilmember George Harris a copy of the boundary agreement with Mooresville.

Councilmember Paul Henkel

- . Commented that he agreed that conversation be held with Mr. McNiff making him aware that the Town's needs are increasing stating that it is the respectful thing to do.

Councilmember Sally Williams

- . Resulting from staff's weekly report, Councilmember Williams requested that Public Works Director Adam Lippard explain street spraying. Mr. Lippard stated that the area between the curb and street is sprayed 2 to 3 time a year.
- . Thanked Interim Planning Director Jonathan Wells for the flash drive that contained the redline UDO and the summary of the changes. In referencing 9.8.7c regarding ETJ, she commented that in the past Councilmember Paul Bryant had asked about expanding the Town's ETJ and requested that Mr. Wells comment on the subject. Mr. Wells stated that George Berger had requested guidance from him regarding expanding the ETJ approximately a year ago. He stated that the Town Council has the authority to extend ETJ as far as a mile from the town's main boundaries. Mr. Berger was concerned of liabilities of the Town and cost in respect to such expansion. Since he joined staff in August, ETJ expansion has not come up as a work or discussion item.
- . Thanked Manager Wyatt for including Department Heads in the discussion with Mr. Abernathy from the League of Municipalities regarding employee Health Insurance.
- . Asked about the seat repair for the Durango as reported in the Managers weekly report. Manager Wyatt explained that the brackets on the cages caught the stitching on the seat. Public Works engineered the brackets and Bobby Boger of Statesville repaired the stitching.

Councilmember Felina Harris

- . Expressed traffic concerns regarding a proposed development to be located at the end of Winecoff Street and the impact associated with Winecoff being a one way in and a one way out street. She stated that she viewed online the community meeting held by the developer and would like to see the outcome of the Traffic Impact Analysis (TIA) once completed and that she has existing traffic concerns with the current construction of the apartments on the corner of Winecoff and Eastway. Manager Wyatt stated that anytime a new development is proposed, a TIA is required. He continued to explain that the proposed neighborhood will eventually connect to other town streets providing additional outlets to the development. Manager Wyatt concluded by commenting that he understands and shares Ms. Harris' concerns; the Town has to have growing pains initially but they are worth it in the end.

- . Thanked Manager Wyatt for inviting staff to the meeting regarding employee insurance. Manager Wyatt explained that the Gilsbar supplemental health insurance is no longer going to be available to the Town and the sooner the department heads could make that information to the employees the better. Staff is looking into other options and possibly offer multiple insurance plans that best suits their needs instead of one option fits all.
- . Announced that she will not be able to attend the regular monthly Council meeting on Thursday.

Mayor Young

- . Recognized staff for a great job in recognizing teachers and Teacher Appreciation Week with the signage on the greenway.
- . Congratulated all High School and College graduates on their accomplishments.
- . Made an inquiry regarding Urban Service Districts questioning if it involves agreement made with different municipalities pertaining to how water and sewer service is handled in certain areas asking if that is similar to the agreements the Town has with Mooresville. Interim Planning Director Wells responded that he is familiar with Municipal Service Districts explaining that it is a means of providing an additional service through an additional excise on the property taxes allowing the property owners within the municipal service district to have an opportunity to tax themselves and then decide what additional services they want to purchase with those additional revenues that have been generated. He commented that he could see where the Town could extend between municipal boundaries to create municipal water and sewer districts to pay for those types of services that are not provided by local governments or the county.
- . Commented that last week was the 1 year remembrance of Officer Sheldon.
- . Remembered Officer Sheldon on his 1 year anniversary of his death. He asked that staff send a note to Watauga County Sheriff's Department in show of support and condolences following the deaths of 2 officers killed in the line of duty.

B. Staff Comments/Business

****1. Introduction of Michael Barker, IT Personnel, (Ronald Wyatt, Town Manager)**

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

Finance Director Steve Shealy reported:

- . Water and sewer billing is up slightly and predicts that from now through September it will continue to climb.
- . April's sales tax is up approximately \$20,000 over this time last year which is a 33% increase. The increase is well above what is budgeted. Sales tax is up considerably across the state.

Councilmember Williams thanked Public Works Director Lippard and Customer Service Rep. Danielle Upright for their assistance with a water leak at her residence.

(Copied in full, monthly revenue update is filed on CD titled: Town Council Supporting Documents" dated May 10th and 13th, 2021 in CD Book #1 titled: "Town Council Supporting Documents")

3. Independence Day Parade and Fireworks Update, (Emily Watson, Parks & Rec. Director)

Parks and Rec. Director Emily Watson reported on the following:

- . Parade – The Parade Committee Meeting held their 1st meeting last week. Currently there are 50 participants registered. Parade sponsor is J&S Fab, Inc., located on South Eastway Drive.

The committee discussed allowing 3 to 4 food and/or vendor carts along the parade route to provide more of a festival feel. Requested that Council let staff know if they are willing to participate in the parade. The committee is looking into getting a float for Council to ride on verses riding in vehicles.

. Fireworks – Waiting to see if and what COVID restrictions will be at Fireworks time.

Details surrounding both events depend on COVID restrictions at the time.

OTHER:

- Mayor Young asked how the Farmers Market is going. Ms. Watson replied that this begins the Town's 10th season. The 1st week which was last week was rained out. There are currently 14 vendors registered to participate and the total will increase as crops come in. She informed Council that an article about the Farmers Market is coming out in the Statesville Record and Landmark tomorrow.
- Mayor Young asked for volunteers to work with the Town Attorney and Town Manager on updating the Town Charter and review the Town's Ethic policies for a recommendation to Council if needed. Councilmember George Harris volunteered. Councilmember Sally Williams commented she would like to volunteer, but is not sure of her availability. Councilmember Paul Henkel volunteered as a backup for Ms. Williams depending on her schedule. Town Manager Wyatt stated that he did speak with our representative who verified that a Charter update will have to go through as a local House Bill. The Town will need to submit an initial draft by the end of February 2022 to get it in to the next legislation session. Town Attorney Gary Thomas stated the committee will have an initial meeting where he will provide examples of other Town Charters for committee review and discussion followed by drafting a document.
- Manager Wyatt updated Council regarding the closings on the properties that the Town is acquiring stating that the paperwork is in process and is uncertain of a closing date for the two properties located on Wagner Street and the closing for the lots across the street from Town Hall is tomorrow. The attorney is waiting on banking information. Manager Wyatt asked Mayor Young if he wanted to handle signing the paperwork or authorize him to sign on the Town behalf. Mayor Young stated that he is used to the process and would be happy to handle the paperwork.

4. Overview of the Upcoming Regular May 13, 2021 Meeting Agenda Items Scheduled to be Presented, (Wyatt)

Town Manger Wyatt briefly reviewed agenda items as presented on the May 13th Town Council meeting agenda.

Under Consent Agenda: approval of three sets of minutes; resolution approving financing terms and a budget amendment for property acquisition for the three parcels located on North Eastway Drive; request for setting a Public Hearing date of June 10, 2021 for three separate annexations; adoption of a resolution approving the Town's local water supply plan; and a resolution supporting the continuation of Natural Gas as a sustainable energy source.

Two Recognitions/Presentations is be made:

1) "Citizens of the Year"; and 2) "Organization of the Year".

Under New Business: Interim Planning Director Jonathan Wells will present text amendment TA-21-02 amending the Town's Unified development Ordinance (UDO) for the implementation of NCGS 160D requirements where a Public Hearing will be held before Council consideration of approval. Mr. Wells addressed Council stating that the amendment does not change procedure or process; it will basically align the UDO to state statutes. Deadline for approval is July 1, 2021.

5. Hold Closed Session Pursuant to General Statutes 143-318.11(a)(3) 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, Town Manager Ronald Wyatt, Town Clerk Kimberly Davis, and Town Attorney Gary Thomas joined the Closed Session.

*Upon motion by Councilmember Paul Henkel, seconded by Councilmember George Harris, 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

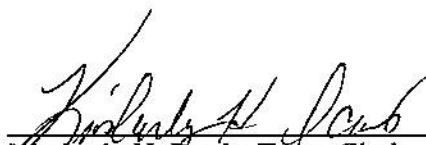
*Upon motion by Councilmember Paul Henkel, seconded by Councilmember Sally Williams, and unanimously carried, approved to reconvene open session.

Action taken as a result of the Closed Session - None

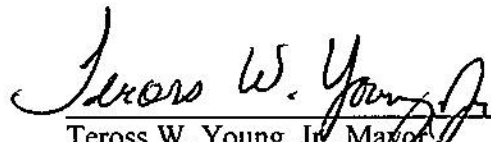
III. ADJOURNMENT

*Upon motion by Councilmember George Harris, seconded by Councilmember Felina Harris, and unanimously carried, approved to adjourn the Agenda Briefing of May 10, 2021.

Time of adjournment: 6:12 p.m.



Kimberly H. Davis, Town Clerk



Teross W. Young, Jr., Mayor

(*) Motion(s)
(**) Addition(s)

