

**MINUTE BOOK XXXII PAGES 78-86
TROUTMAN TOWN COUNCIL REGULAR MEETING MINUTES
May 11, 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, May 11, 2023 at 7:00 p.m. with Mayor Teross W. Young, Jr. presiding.

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

Councilmembers Absent: Edward R. Nau

Staff Present: Ronald Wyatt, Town Manager; Kimberly Davis, Town Clerk; Lynne Hair, Planning Director; Justin Mundy, Finance Director; Josh Watson, Police Chief; 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 Mayor Pro Tem Paul Henkel

PLEDGE OF ALLEGIANCE

ADJUSTMENTS TO AND ADOPTION OF THE AGENDA

Upon motion by Councilmember George Harris, seconded by Councilmember Felina Harris, and unanimously carried, approved the May 11, 2023 Town Council meeting agenda as presented.

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 April 10, 2023**
- 2. Approval of Closed Session Minutes of April 10, 2023**
- 3. Approval of Budget Workshop Minutes of April 12, 2023**
- 4. Approval of Regular Meeting Minutes of April 13, 2023**
- 5. Approval of DRB-23-01 – 138 Houston Road – Approval of Building Elevation for a Commercial Building as Recommended by the Design Review Board.**
- 6. Approval of DRB-23-02 – Food Lion – Approval of Building Elevations for a Multi-Tenant Shopping Center with a Grocery Store Anchor as Recommended by the Design Review Board.**
- 7. Amendment to Town of Troutman Personnel Policy (Policy #54)**
- 8. Approval to Re-Codify the Town of Troutman Code of Ordinances**
- 9. Approval of Parks and Recreation Concession Stand Policy (Policy #63)**

Upon motion by Councilmember Paul Henkel, seconded by Councilmember George Harris, and unanimously carried, Consent Agenda was approved as presented.

(Copied in full. Policy #63 is filed in the Town of Troutman Policy Book 1)

(Copied in full, Staff reports, site plans, and elevations for 138 Houston Rd. and Food Lion; amendment to Policy #54, Policy #63, and re-codification proposal are filed on CD titled: "Town Council Supporting Documents" dated May 8th and 11th, 2023 in CD Book #1 Titled: "Town Council Supporting Documents" along with Annexation Petition, Legal Description, Annexation Plat, and Amendment to the Personnel Policy)

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

10. Recognition of Austin Waugh as "Town of Troutman Employee of the Month", (*Ron Wyatt, Town Manager, and Adam Lippard, Public Works Department*)

Public Works Director Adam Lippard presented Austin Waugh, Public Works Field Supervisor as April's Employee of the Month with a Certificate of Recognition for the job he is doing in maintaining an entire water and sewer system. He spoke to the overwhelming task of ensuring strict state compliance measures and timelines while keeping track of the day-to-day required task. Mr. Lippard stated that he knew that in promoting Mr. Waugh last year to Field Supervisor that he had the skills and leadership ability necessary for the job, ensuring that vital services such as water and sewer continue to the citizens of Troutman. Mr. Lippard thanked him for his dedication and encouraged him to keep up the good work.

Mayor Young expressed congratulations and appreciation for the job he is doing and for his continued support for the Town.

(Copied in full, Certificate is filed on CD Titled: "Town Council Supporting Documents" dated May 8th and 11th, 2023 in CD Book #1 Titled: "Town Council Supporting Documents")

11. Presentation of the 2023 "Town of Troutman Citizen of the Year" to Mary Starks, (*Mayor Young*)

Mayor Young presented the 2023 Town of Troutman Citizen of the Year Award to Ms. Mary Starks. Ms. Starks was selected as Citizen of the Year in recognition and appreciation of her contributions, participation, and her love for the Town and community.

Ms. Starks expressed thanks and appreciation for the award stating she is very humbled that her Town recognized her. She expressed appreciation for everyone that came out in support of her as well as Mayor Young, Council, Manager Wyatt, and Staff.

Mayor Young recognized Ms. Starks for her continued presence and support at the Town Council meetings.

(Copied in full, nomination form is filed on CD Titled: "Town Council Supporting Documents" dated May 8th and 11th, 2023 in CD Book #1 Titled: "Town Council Supporting Documents")

Presentation of the 2023 "Organization of the Year" to Food Lion of Troutman, (*Mayor Young*)

Mayor Young presented Food Lion of Troutman as the 2023 Town of Troutman Organization of the Year. Food Lion Manager Eric Bell and Associate, Kathryn Sowers was present to accept the award. Mayor Young expressed appreciation and thanks to Mr. Bell and Food Lion for their commitment to bettering the Town and the people who live in it with their time, participation, and donations sharing the many ways that Troutman Food Lion gives back to the community, in an effort to help the Town succeed and grow.

In expressing appreciation to Town Council for the award, Mr. Bell stated that it is their privilege to serve this community and that he is blessed to work for a company that allows them to give back to a community that they really want to be a part of.

(Copied in full, nomination form is filed on CD Titled: "Town Council Supporting Documents" dated May 8th and 11th, 2023 in CD Book #1 Titled: "Town Council Supporting Documents")

12. Presentation Proclamation 02-23–Zion Wesley AME Zion Church 145th Church Anniversary, (Mayor Young)

Mayor Young read aloud Proclamation 02-23 proclaiming Sunday, May 8, 2023 as Zion Wesley A.M.E. Zion Church Day within the Town of Troutman in honor of Zion Wesley A.M.E. Zion Church being deemed a historical landmark on their 145th Church Anniversary. Reverend David T. Small along with members of the congregation attended in support of the Proclamation. Mayor Young will be attending the May 8th Ceremony to present the Proclamation to the church and its dedicated members. In expressing appreciation to the Mayor and Council, Reverend Small shared that they believe a church is a community within a community and if a church cannot help enhance a community, not only in members, and make a community a better place to live, then what would they be as a church. He expressed how grateful and proud he is to be Zion Wesley's Pastor for the past 5 years and to be back for the 6th year. The church plans to help the community grow and thrive the best way possible.

Mayor Young congratulated the church and the members on their historical moment in history commenting that not many organizations see 100 years let along 145 years.

(Copied in full, Proclamation 02-23 is filed in Proclamation Book 1, Page 35)

(Copied in full, Proclamation 02-23 is filed on CD Titled: "Town Council Supporting Documents" dated May 8th and 11th, 2023 in CD Book #1 titled: "Town Council Supporting Documents")

13. Presentation Proclamation 03-23 – Proclaiming May 2023 as Mental Health Awareness Month, (Mayor Young)

Mayor Young read aloud Proclamation 03-23 proclaiming May 2023 as Mental Health Awareness Month in Troutman and urged all people to increase awareness and understanding of mental illness which is a serious issue; not just in Troutman but around the country. He asked that everyone please support our community and our children who are struggling with this illness.

(Copied in full, Proclamation 03-23 is filed in Proclamation Book 1, Page 36)

(Copied in full, Proclamation 02-23 is filed on CD Titled: "Town Council Supporting Documents" dated May 8th and 11th, 2023 in CD Book #1 titled: "Town Council Supporting Documents")

15. Presentation of Advanced Law Enforcement Certificates to Sgt. Jamie Bengé and Sgt. Cameron Jones, (Josh Watson, Police Chief)

Police Chief Josh Watson presented Sgt. Jamie Bengé and Sgt. Cameron Jones their Advanced Law Enforcement Certificates awarded by the North Carolina Criminal Justice Education and Training Standards. Chief Watson stated that the certificate is awarded to officers in recognition of their time in service as sworn officers along with the training and education they have received. Both officers have attended over 900 hours of specialized training in addition to yearly state-mandated in-service training that does not count in achieving training points; every 20

hours of classroom training equates to 1 training point. Chief Watson stated that the best way to explain this certification to those outside law enforcement would be to equate it to earning a master's degree.

Sgt. Bengé had been with the department since 2012 and currently serves as a Patrol Sergeant. He has served the department as a patrol officer, field training officer, and K9 handler prior to being a patrol supervisor. Sgt. Bengé had prior experience with the Alexander County Sheriff's Office.

Sgt. Cameron Jones has been with the department since 2021 and currently serves as an investigator with the department and handles numerous support and administrative duties within the department. Prior to joining the department Sgt. Jones was an officer and investigator with the Mocksville Police Department and the Iredell County Sheriff's Office.

Chief Watson stated that he is extremely proud of each officer, not only for receiving their certificates but for their hard work and dedication, and he and the entire department look forward to seeing them continue to progress in their careers.

Mayor Young congratulated them on their achievement and thanked each officer for what they do in the community and continue to do.

IV. OLD BUSINESS

16. Annexation Agreement between the Town of Troutman and the Town of Mooresville, (Ron Wyatt, Town Manager)

a. Call for a Public Hearing

Mayor Young Continue the Public Hearing

Town Manager Ron Wyatt requested that Council consider modifying the boundary agreement between the Town of Troutman and the Town of Mooresville. If modified to include the two properties as shown on the map in a PowerPoint presentation, the property owners would have to come back at a later date to request annexation for access to Troutman's water or sewer services.

No public comments were made.

Mayor Young Closed the Public Hearing

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

a. Approval of Ordinance 14-23 Titled: "An Ordinance Adopting The Amended Annexation Agreement Between The Town Of Troutman And The Town Of Mooresville"

Upon motion by Councilmember George Harris seconded by Councilmember Paul Henkel, and unanimously carried, approved Ordinance 14-23 Titled: "An Ordinance Adopting The Agreement Between The Town Of Troutman And The Town Of Mooresville" as presented.

(Copied in full, Ordinance 14-23 is filed in Ordinance Book 10, Page 24)

(Copied in full, proposed Ordinance 14-23 is attached to these minutes and is filed on CD titled: "Town Council Supporting Documents" dated May 8th and 11th, 2023 in CD Book #1 titled: "Town Council Supporting Documents" along with Annexation Agreement and Exhibit A, Public Hearing Notice)

V. NEW BUSINESS

17. Annexation Request AX-23-05; (Contiguous), Applicant: Cynthia Phylar; .57(+/-) acres; PIN#4732601287 (107 Orchard Lane), *(Lynne Hair)*

a. Call for a Public Hearing

Mayor Young Opened the Public Hearing

Planning Director Lynne Hair presented the annexation located at 107 Orchard Lane on behalf of property owner Cynthia Phylar who is requesting to annex .57 acres into the Town of Troutman. Ms. Hair stated that 1 lot is already in the Town limits and the other is not. Ms. Phylar has brought in a combination plat showing where she is combining the 2 lots into 1. The property is currently zoned Suburban Residential (RS); the combined acreage is 1.14.

No public comments were made.

Mayor Young Closed the Public Hearing

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

b. Consider Approval of Ordinance 15-23 Titled: "An Ordinance To Extend The Corporate Limits of The Town Of Troutman, North Carolina (Contiguous)"

Upon motion by Councilmember Felina Harris, seconded by Councilmember Jerry Oxsher, and unanimously carried, approved Ordinance 15-23 Titled: "An Ordinance To Extend The Corporate Limits of The Town Of Troutman, North Carolina (Contiguous)" as presented.

(Copied in full, Ordinance 15-23 is filed in Ordinance Book 10, Pages 24-25)

(Copied in full, proposed Ordinance 15-23 is attached to these minutes and is filed on CD titled: "Town Council Supporting Documents" dated May 8th and 11th, 2023 in CD Book #1 titled: "Town Council Supporting Documents" along with the Public Hearing Notice, Annexation Petition, Annexation Plat, and Legal Description)

18. Consider Ordinance 16-23 Titled: "Amendment to the Town of Troutman Code of Ordinances Section 10-142(1)(c) Overgrown Vegetation", (Hair)

Planning Director Lynne Hair presented the request by staff to amend the Town's Code of Ordinances to provide language that clearly states that property owners are responsible for the maintenance of their property located in the right-of-way. She stated that the purpose of the amendment is to legally assign this responsibility to the property owner and to give authority to the Town to follow up on this type of violation in a timely manner and facilitate clean-up before it becomes a larger issue, giving authority to the Town to levy a civil penalty for this type of violation if necessary. Ms. Hair stated that since the Town has had a full-time Code Enforcement Officer (Shane Harris) he is following up on tall grass and weeds quite frequently. One of the issues he has encountered is that some people have a concern about whether or not they need to mow all the way to the street. The proposed language is as follows:

Adding (c) to Section 10-142 – Unlawful conditions.

c. Within all parts of Troutman, individual property owners are responsible for mowing and grounds maintenance of all areas between their property lines and the edge of the street. These areas are to include

from the edge of the pavement or from the back of the curb and gutter to the street right-of-way or the front, side, or rear property line which is the same as the street right-of-way. The individual property owner shall also mow and otherwise perform grounds maintenance upon any utility strip or planting that lies between the edge of the pavement or the back of the curb and gutter and the street edge of any sidewalk that runs parallel with the street.

Councilmember Jerry Cline asked if there is a warning given before issuing a citation. Ms. Hair stated that their typical process is to send out a Notice of Violation (NOV) first before anyone is cited or fined.

Michael Saddler, resident of Inglewood expressed concern about people who are sick/ill, single moms, and the elderly that are unable to maintain a property and do not have the ability to pay. Town Manager Wyatt explained the process stating that when an NOV is issued, there will be a time period given to comply and if they do not comply and the violation continues, the Town takes enforcement action, and a lien is placed on the property. Manager Wyatt stated that the process has to be fair and equal for all.

Gwen Spain, Talley Street resident voiced concern regarding overgrown properties on Talley Street and trees located at Zion Wesley Road and at Lytton Street that impede the line of sight. She stated that the trees need to be cut back.

Upon motion by Councilmember Paul Henkel, seconded by Councilmember George Harris, and unanimously carried, approved Ordinance 16-23 Titled: "*Amendment to the Town of Troutman Code of Ordinances Section 10-142(1)(c) Overgrown Vegetation*" as presented.

(Copied in full, Ordinance 16-23 is filed in Ordinance Book 10, Pages 26)

(Copied in full, proposed Ordinance 16-23 is attached to these minutes and is filed on CD titled: "Town Council Supporting Documents" dated May 8th and 11th, 2023 in CD Book #1 titled: "Town Council Supporting Documents" along with Public Hearing Notice, Staff report including amendment)

VI. 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"

No Public Comments were made.

VII. ELECTED / OFFICIALS / STAFF REPORTS AND COMMENTS

Elected Reports and Comments

Councilmember Jerry Oxsher

- Attended a very exciting meeting last night with Centralina Delegates where he was able to get face time with department Directors getting a much better feel for what they do.
- Attending a grant writing workshop on May 18th at Centralina.

Councilmember George Harris

- Reminded Council of the CRTPO Training on May 31st here at Town Hall.
- Reminded Council that this Sunday is Mother's Day stating that everyone should hug their Mother if she is still living.
- Recognized Town Attorney Gary Thomas for his support and the work he does for the Town.

- Stated he is proud to be the one that made the motion recognizing Ms. Mary Starks as “Citizen of the Year”.

Councilmember Felina Harris

- Congratulated both Ms. Starks for being selected as “Citizen of the Year” and Food Lion as “Organization of the Year”, commenting that she could not be happier; the awards are well deserved.
- Wished all teachers a happy “Teacher Appreciation Week”.

Councilmember Paul Henkel

- Congratulated everyone that received awards tonight and also to those that do a lot for the community that did not receive an award that also does a lot for the community that too are deserving.
- Commented that it was good to come into a room tonight that is full of people that was blustering with activity.

Mayor Teross Young

- Thanked Ms. Starks for all she does for the community commenting that there is probably more gone unnoticed than we even had a chance to mention.
- In regards to Food Lion, he commented that he appreciates the sentiment, as he mentioned their sense of care.
- Addressed Mr. Saddler stating that he heard Mr. Wyatt say that one of the things that the Town does not want to do is to arbitrarily fine people for things like vegetation before giving them a chance/warning to rectify the issue. He thanked Mr. Saddler for bringing the issue to Council’s attention.
- Wished all mother’s a Wonderful Mother’s Day. He expressed appreciation for a mother’s sense of support, especially to his mother for all she does and for her support over the years.
- Congratulated Zion Wesley A.M.E. Zion Church on its 145th Anniversary commenting that he is looking forward to that wonderful day to celebrate the church.
- Noted/shared an article with Council regarding Electric Vehicle (EV) Charging Stations that was published in the League of Municipalities Magazine of how one particular group in working with municipalities. He commented that on Monday, Council had discussed speeding in Town and the need to slow traffic down, noting another article in the magazine that he will share with Chief Watson.

Staff Reports and Comments:

Lou Borek, HR Director

- Stated that open enrollment for employee insurance has begun.
- Announced that wellness screening for employees is next month.
- Stated that the Town is in the last steps of finalizing the Cyber Security partnership.
- Addressed Mental Health Awareness stating that the Town offers an Employee Assistance Program to ensure that all employees have access to well-being and mental health assistance.
- Informed Council that the Town has hired 2 new police officers and 2 new recruits who went through onboarding this week commenting that we are happy to have them.

Adam Lippard, Public Works Director

- Announced that the Jet-Vac truck has been delivered to Public Works stating that it is utilized with both water and sewer work. The department is very happy with the truck.

Justin Mundy, Finance Director

- Stated that this is a unique time of the year when we are trying to prepare for the next budget year and finalize this one.
- Commented that everything is going well in the front office. The Town has held a soft opening for the Passport Office which is located in the Planning house next door. He stated that the Passport Office is a great benefit as well as a great service that will help the Town financially. Susan and Jessica, with part-time help, will be issuing passports; Tonya will be supervising that office.

Lynne Hair, Planning Director

- Confirmed that the Passport Office has been really busy.
- Stated that planning is very busy with new construction permits.
- Shared that staff is currently reviewing the new Food Lion plans. Their elevations were approved by Council tonight and construction of the new retail center with that Food Lion anchor should begin by the end of this year.
- Commented that new development rezoning's have slowed down and they are not seeing as many new projects coming in. Plans for review are beginning to come in from new developments/projects along Hwy 21.
- Shared that NCDOT has confirmed that the bridge on Westmoreland Road will be widened. The project is scheduled to start next month; the project timeline is 30 days. Councilmember Paul Henkel asked how much the bridge is going to be widened. Ms. Hair responded that she does not know the details but she will find out at the next meeting with NCDOT and forward the information to Council.
- Announced that Andrew Ventresca will be hosting a bicycle workshop through Parks and Rec. this Saturday teaching people how to fix their bikes. Mr. Ventresca applied for a grant for bike helmets which he will be handing out that day.
- Announced that the 3rd Grade Field Trip will be held at Town Hall on June 7th in the morning. Ms. Hair commented that Councilmembers are welcome to attend if interested.

Josh Watson, Police Chief

- Advised that the Police Department is now fully staffed.
- Advised that calls for service and crashes were down for the month of April.
- Stated that officers attended a community meeting (meet and greet) hosted by Bethel Church and Colonial Crossing Development commenting that it was great for the officers to get out and talk to people that are mostly new to Troutman about Town services. Chief Watson stated that he hopes this summer to expand the program by working with other new developments.
- Commented that pickup Kickball was held this past weekend in the Park with 30-40 participants. The baseball event that was held last summer was unable to be held due to repairs on the baseball fields.
- Reminded Council that next Saturday evening is the Red and Blue 5K. Registration is still open.

Ron Wyatt, Town Manager

- Addressed the 3rd Grade Fieldtrip to Town Hall on June 7th stating that staff appreciates Troutman Elementary for making this field trip an annual event. He provided a brief background of how it came to fruition.
- Personally recognized Mary Starks, Citizen of the Year as a personal friend and for going out of her way to help the community; becoming a community advocate. Manager Wyatt also recognized Mr. Kenneth

Reid who was present, commenting that Mr. Reid volunteers on a Town Board because of Ms. Starks and it is because of that type of support and the things they do that causes a trickle effect within the community.

- In addressing the Business of the Year, Manager Wyatt commented that he bets they get asked a lot to participate or help benefit some type of cause, but Food Lion has always asked to help support and/or participate in Town events to show that they are community supporters. He expressed appreciation for all their support.
- In reference to the Passport service, Manager Wyatt stated that the Town has started with a soft opening of the Passport Office and it has only been advertised on the Town website. Although staff has been trained, they are taking it slow to make sure that all the I's are dotted and all the T's are crossed. They are only taking appointments for up to one week out. The current location can be somewhat distracting to other co-workers in the office due to the limited workspace. He stated that the permanent location for the Passport Office should be ready by the end of July.

OTHER:

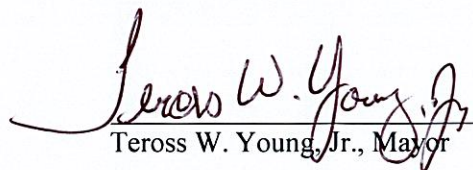
Mayor Young asked how many bike racks were awarded. Manager Wyatt replied that there were 5 bike racks and 1 bike repair station. Mayor Young asked Manager Wyatt to thank Mr. Ventresca and relay that the racks look good. Manager Wyatt replied to Councilmember Henkel's question regarding the location of the bike racks stating that one is located beside the greenway at the Barium Springs Post Office; the second one is on the trail in the park; the third one is at the Town Depot, the fourth one is at the Park Pavilion, and the fifth one is at the ballfields.

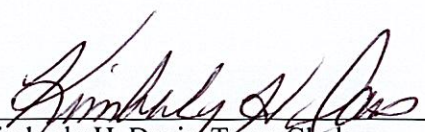
Mayor Young mentioned the new electronic sign stating that it looks good and that he has received positive feedback from the public. Manager Wyatt acknowledged and thanked Emily Watson, Parks & Rec. Director for the sign and its software abilities. Ms. Watson is in charge of the sign and what can and cannot go on it per Town policy, which in itself is a full-time schedule.

In acknowledging the presence of Kenneth Reid, Mayor Young expressed to him his appreciation.

VIII. ADJOURNMENT

Upon motion by Councilmember George Harris, seconded by Councilmember Felina Harris, and unanimously carried, approved to adjourn the May 11, 2023 Town Council meeting at 8:29 p.m.


Teross W. Young, Jr., Mayor


Kimberly H. Davis, Town Clerk

(**) Adjustments to the Agenda

