

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

**TOWN COUNCIL AGENDA BRIEFING MEETING MINUTES**

**June 05, 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 Eddie Nau, seconded by Councilmember George Harris, and unanimously carried, approved the June 05, 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**

**Councilmember Eddie Nau**

- Requested that code enforcement reach out to Walgreens in regards to shrubbery impeding the line of sight when exiting onto US Hwy 21. Manager Ron Wyatt stated that Code Enforcement will follow up regarding his request.
- Asked if it is possible to add the leaf and limb schedule back in the Town's newsletter (The Whistle Stop) stating that he has received requests from several of the town's senior residents. Manager Wyatt stated that in recent conversations with staff, the layout of the newsletter will be revised in order to include a calendar of events and leaf and limb pickup with the calendar size being approximately 1/3 to 1/2 of a page.

### **Councilmember George Harris**

- Thanked Andrew Ventresca, Associate Planner for arranging the Centralina Regional Transportation Planning Organization (CRTPO) training for Town Council stating that it was a great learning session.
- Commented that the crosswalks that were painted look really good.
- Stated that the “Walk of Hero’s” event that was organized by the Evening Exchange Club had great attendance and that it is a very good program.

### **Councilmember Felina Harris**

- Announced that she has retired from the City of Charlotte and she now hopes to have more time, freedom, and flexibility.
- Commented that people from out of town including former co-workers are talking about Troutman and the remarks that she has heard make her proud to be a part of this Town.
- Commented that she ran into the person from CORVID (the Town’s Cyber Security Company) at a conference she attended last week stating that he spoke very highly of Troutman and how pleasurable it was to work with the Town.

### **Councilmember Paul Henkel**

- Expressed that he is glad to know that people are aware of our Town commenting that if or when the Fairgrounds become an Event Center it will make Troutman a destination.
- Commented that he has received a lot of compliments regarding the “Walk of Hero’s” and that he hopes the event continues year after year, continuing to grow, and that anything that puts Troutman on the map in a positive way is good.

### **Mayor Young**

- Expressed appreciation to Councilmember Nau for addressing the need for the leaf and limb calendar in the newsletter suggesting that maybe it be a one-page insert. Manager Wyatt stated that yes it could be an insert and advised that there would be an extra expense.
- Expressed appreciation to the Planning Department for organizing the CRTPO Training. He also thanked CRTPO Staff and the Department of Transportation (DOT) for coming out and sharing their long-range plan.
- Commented that the crosswalks look like they were professionally done.
- Commented regarding the pedestrian crossing sign on Wagner Street being down again. He suggested that staff look into other options.
- Expressed thanks for Lake Norman Evening Exchange partnership with the Town commenting that the Flag ceremony was great.
- Congratulated Councilmember Felina Harris on her retirement.
- Stated that Senator Tillis was at UNC Charlotte where discussion was held regarding new research development concerning electric vehicles and batteries. In partnership with Duke Energy, they have a power pole EV Station; challenges discussed were in regard to right-of-ways and signage.
- Read aloud thank you letters; one from the City of Conover thanking the Town for the assistance provided to the Conover Fire Department on March 9<sup>th</sup> for the funeral of their Fire Engineer Ricky Allen and requested that their sincere appreciation be passed along to the Troutman Fire Chief Wesley

Morrison and his department. A second letter was received from Zion Wesley AME Church in appreciation of the Proclamation in honor of their 125<sup>th</sup> Anniversary and for those who attended their celebration.

- Expressed appreciation and thanks to Police Chief Josh Watson and team along with Fire Chief Wesley Morrison and department on the Red and Blue 5K commenting that it was well done. He continued by commenting that it was a good funding-raising opportunity for each cause.

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

**1. Town Manager Comments**

- In regards to the crosswalks, Manager Wyatt stated that it was a learning experience. He stated that the different paints that have a reflective material and are thick enough for the streets need special nozzles, which the Town was not aware of when the machine was purchased. If weather permits, the Town parking lot on Main Street at Wagner Street should be completed in the next week and a half. Mr. Wyatt informed Council that the parking lot in the Park is needing work. Staff is searching for a solution to seal the cracks in the pavement to avoid repaving this year. Once a solution is identified, Ms. Watson's staff will be repainting the lines in the old section of the Park parking lot.
- Commented that he and others have seen a truck, which was not a Town truck, with a hose in the Town's sewer system on Eastway Drive. He explained that the Town was awarded grant funds several years ago for vetting of the sewer system and this is the beginning of that process in identifying the quality and condition of the Town's sewer lines.
- Advised Council that Staff has contracted with an engineering service to look at areas around Town that are not ADA compliant and what it would take to bring them into compliance; they have also been asked to advise on structures for new and existing projects. He also advised that the engineer thinks he may be able to add 2 Pickleball courts and 2 Basketball courts to the Park plan.
- Provided an update regarding the line-of-sight issue voiced by the 2 ladies that spoke at Council's meeting last month stating that the property owners have been notified by Code Enforcement and Mr. Lippard is to follow up with NCDOT to see if there are any actions they could take to help with the issue. He stated that he personally took care of the issue at Ruffin Loop and that at the intersection of Ruffin Loop, 2 Stop Signs have been installed.
- Announced that National Night Out will be held in August; Party in the Park will be in June, as well as Fur in Flight program, stating that the Town will be busy this summer
- Informed Council that the Baseball/Softball fields and Soccer fields have been core plugged and seeded in Bermuda grass and are closed for 3 to 4 weeks minimum. Signs are posted stating that they are closed. This process will take a minimum of 2-years.

**2. Discussion Regarding Traffic Calming Devices, (Ron Wyatt, Town Manager)**

Town Manager Wyatt requested another 30 days to report on traffic calming devices; the Town is waiting on pricing. Chief Watson has completed his research but will wait to give his report so all information is presented at the same time. Councilmember Harris asked that staff also look at West Avenue at Downing Street when looking at cost.

**3. Discuss Proposed Annexation Policy (Policy #64) and Proposed Amendment to the Town of Troutman Water and Sewer Service Policy (Policy #29)**

Town Manager Wyatt explained that the amendment to the Town’s Water and Sewer Policy and adoption of a proposed Annexation Policy could protect the Town from being liable. Approval of each one will clean up the Towns policy going forward requiring annexation into the Town if utility services are requested.

Mayor Young asked, “When we say any property located outside Town limits seeking to connect, does this also include where the Town might not have water and sewer.” Manager Wyatt replied yes it would apply if the Town can provide them with service. If the Town cannot provide service, then the property owner cannot sue the Town to provide service.

**\*\*Council was in agreement to add Policy #64 and Policy #29 to the regular meeting agenda under “Consent” for Council’s consideration.**

**III. OVERVIEW OF TOWN COUNCIL’S UPCOMING REGULAR JUNE 08, 2023 MEETING AGENDA ITEMS SCHEDULED TO BE PRESENTED**

**II. Consent Agenda Items:**

**Items 1-3. Minutes to be approved.**

No discussion was held.

**Item 4. DRB Case (DRB-23-03) – 155 Julian Place – Approval of Building Elevation for Curtis Dental**

Manager Wyatt stated that DRB is recommending approval.

**Item 5. DRB Case (DRB-23-04) – 165 Julian Place – Approval of Building Elevations for O’Reilly Auto Parts**

Manager Wyatt stated that DRB is recommending approval.

**Item 6. Approval of FY 2022-2023 Year-End Budget Amendment(s)**

Manager Wyatt explained that the adoption of the amendment is in making sure that the Town has a clean audit.

**Item 7. Approval to Amend the Town of Troutman Schedule of Fees**

Manager Wyatt explained that the fee schedule amendments are being requested in order to keep in line with neighboring municipalities. Increases are made in water and sewer, planning and zoning, and town rental fees. He clarified that the fee increases are for additional services and will not affect the citizen’s water/sewer bills.

**Item 8. Approval to Adopt American Rescue Plan Act (ARPA) Resolutions/Policies:**

- a. Resolution 12-23 Titled: “*Resolution to Adopt Eligible Use Policy for ARP Grant Funding*”
- b. Resolution 13-23 Titled: “*Allowable Cost and Cost Principles for Expenditure of American Rescue Plan Act Coronavirus State and Local Fiscal Recovery Funds by North Carolina Local Governments*”
- c. Resolution 14-23 Titled: “*Nondiscrimination Policy for Use of ARP/CSLFRF Award*”
- d. Resolution 15-23 Titled: “*Conflict of Interest Policy Applicable to Contracts and Subawards of the Town of Troutman Supported by Federal Financial Assistance*”

- e. Resolution 16-23 Titled: *“Resolution Adopting a Record Retention Policy for Documents Created or Maintained Pursuant to the ARP/CSLFRF Award”*

Town Manager Wyatt stated that approval of these Resolutions is basically record keeping that allows the Town to accept grant funding. The total amount that the Town has been awarded is approximately \$5.5 million which includes the dollar amount of the two previous grant resolutions passed by Council. In response to Councilmember George Harris’ question of whether the money will be received in the next fiscal budget year, Manager Wyatt stated that most are timeframe specific such as the sewer inspections that are currently in process. Once the inspections are completed the findings will be sent to the state and the Town will be at their mercy as to how long it take them to review. The longer it takes, the cost will increase.

**Item 9. 2022 Water and Wastewater Improvement Projects:**

- a. Approval of Resolution 08-23 Titled: *“Resolution By The Town Council Of The Town Of Troutman Accepting American Rescue Plan (ARP) Grant Funding For The 2022 Wastewater Capacity Improvements Project (Project No. SRP-W-ARP-0055)”*
- b. Approval of Resolution 09-23 Titled: *“Resolution By The Town Council Of The Town Of Troutman Accepting American Rescue Plan (ARP) Grant Funding For The 2022 Water System Asset Inventory And Assessment (AIA) Study (Project No. AIA-D-ARP-0123)”*

Manager Wyatt stated that these Resolutions are housekeeping items and are basically the same as in Item 8.

**Item 10. Annexation Request AX-23-04 (Non-Contiguous), Applicant: Piedmont Landco; 40.439(+/-) acres; PIN(s) 4750-03-9924, 4750-04-8098, 4750-04-9215, 4750-03-7946, 4750-03-4863, 4750-03-1554, 4740-93-8470, 4750-03-2267, 4750-03-5271, 4750-03-0048, 4750-02-2928, 4750-02-1706, 4750-02-8954, 4750-02-3822, 4750-02-2750, 4750-02-2529, 4750-02-4696, 4750-13-0875, 4750-03-6051, 4750-04-8395, 4750-02-0921**

- a. Adoption of Resolution 10-23 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 11-23 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 July 13, 2023)

Lynne Hair, Planning Director clarified the property boundary for Councilmember George Harris. He asked about other businesses that were once interested in property in that area. Manager Wyatt stated there were some inquiries but nothing ever came to fruition.

Town Clerk corrected the month for the Public Hearing on the Agenda from June to July.

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

**Item 11. Recognition of Officer Logan Ruocco as “Town of Troutman Employee of the Month”**

Manager Wyatt stated that Chief Watson will be making the presentation.

**Item 12. Recognition of Troutman Middle School 2023 Baseball Champions (Chad Milliron, Coach)**

Manager Wyatt clarified that they are Iredell County Middle School Baseball Champions commenting that the team has had an outstanding season.

#### **IV. Standing Quarterly Report(s):**

##### **Item 13. J. Hoyt Hayes Memorial Troutman Library**

No discussion was held.

#### **V. Old Business:**

##### **Item 14. Consider Approval of an Economic Development Agreement Between the Town of Troutman, Troutman Logistics Venture, LLC, and Troutman Logistics, LLC**

No discussion was held.

#### **VI. New Business:**

##### **Item 15. Proposed FY 2023-24 Town of Troutman Budget**

- a. Hold Public Hearing
- b. Consider Approval of Ordinance 17-23 Titled; *“Town of Troutman FY 2023-24 Budget Ordinance”*

No discussion was held.

##### **Item 16. Consider Approval of Audit Contract with Thompson, Price, Scott & Adams for FY 2024**

Manager Wyatt stated that due to state requirements and the legislature passed, the number of auditors is getting slim and it is hard to get on a calendar. Therefore, staff recommends continuing with the Town’s current firm (Thompson, Price, Scott & Adams). A brief discussion was held regarding retention of the Town’s current auditing firm.

##### **Item 17. Text Amendment – Case No. TA-23-07 – Text Amendment to the Unified Development Ordinance Recommendation Amending Articles 9.4.2 and 9.10 Requiring Planning Board Review of Development Agreements**

- a. Hold a Public Hearing
- b. Consider Approval of Ordinance 18-23 Titled: *“An Ordinance Amending The Town Of Troutman Unified Development Ordinance”*
- c. Consider Statement of Consistency

Manager Wyatt explained that this item proposed is an effort to clean up the UDO removing the process of Development Agreements being reviewed by the Planning Board.

##### **Item 18. Consider Nominating an ETJ Alternate to the Iredell County Commissioners for a Town of Troutman Planning and Zoning Board for a term of 3 years (term expiring 6/16/23).**

Manager Wyatt stated that one of the candidates was unavailable to attend this meeting therefore, he directed the Town Clerk to not invite the other candidate. He stated that Council can proceed and make their decision from the paperwork submitted in their packet or wait to see if both can attend next month’s Council meeting.

Mayor Young recommended that if there are any Council members that would like to meet or speak with one or both of the candidates before making their decision on Thursday that they contact them separately. Manager Wyatt asked that Council members let him know if they would like to meet with a candidate; that he would be glad to facilitate the meetings.


**Item 19. Consider Fee In Lieu of Sidewalk on Georgie Street for Brookside Development - Requested by D.R. Horton**

Manager Wyatt stated that he and Planning Director Hair has met with a contractor and at this time it would be premature for him to discuss much detail other to say that he is waiting on a projected cost to construct a sidewalk. He informed Council that the developer has offered engineered plans and projected costs, but he and Ms. Hair wanted to get another opinion/projection. If the projected cost is received before Thursday, he will email the information to Council. Councilmember Paul Henkel asked for clarity on where the sidewalk would be located. Manager Wyatt replied from the corner of Georgie Street to Elliott Drive. Ms. Hair stated that the sidewalk on Georgie Street was a condition of their rezoning. Councilmember Paul Henkel asked if staff's recommendation is in favor of the "fee in lieu of". Manager Wyatt responded that staff does not have a recommendation; it is an option that the UDO allows, but that does not mean that Council has to allow it. Councilmember Paul Henkel read from the staff report that stated: "Staff would prefer the sidewalk be constructed by the applicant on either Georgie Street or the suggested alternative of the north side of Wagner Street; however if Council agrees to approve the fee in lieu of the sidewalk staff would recommend that the Wagner Street location be explored." Ms. Hair explained that the developer's reason that they could not build the sidewalk was due to the slope and the amount of right-of-way needed; therefore if the sidewalk is not doable staff would prefer an alternative location, but Wagner Street has not been investigated. Manager Wyatt stated that NCDOT would have to approve the construction of a sidewalk on Wagner Street. Mayor Young asked when the Town accepts the fee in lieu of, does the Town invest those funds. Manager Wyatt stated that the Town just recently started an investment vehicle; the previous "fees in Lieu of" were put into the Town's savings account. A discussion was held pertaining to accepting the "fee in lieu of" and if the fee would be enough to build a sidewalk in the future.

**IV. ADJOURNMENT**

\*Upon motion by Councilmember George Harris, seconded by Councilmember Paul Henkel, and unanimously carried, approved to adjourn the Agenda Briefing of June 05, 2023.


Time of adjournment: 5:15 p.m.

  
Kimberly H. Davis, Town Clerk

(\*) Motion(s)

(\*\*) Adjustment(s)



  
W. Paul Henkel, Mayor Pro Tem