

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

TOWN COUNCIL AGENDA BRIEFING MEETING MINUTES

July 6, 2021 – 4:00 P.M. – Troutman Town Hall

Presiding: Mayor Teross W. Young, Jr.

Council Members Present: Sally P. Williams; George W. Harris; Edward R. Nau; Felina L. Harris

Council Members Absent: W. Paul Henkel (Mayor Young stated that Councilmember Henkel is excused from the meeting due to being under the weather)

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; Darrin Payne, Interim Police Chief; Michael Barker, IT

Press Present: Debbie Page, Iredell Free News

Others: See attached Sign-In sheet

I. MAYOR YOUNG CALLED THE JULY 6, 2021 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 Felina Harris, and unanimously carried, approved the July 6, 2021 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.

Councilmember Sally Williams

- Commented that the parade was wonderful and she liked the idea of the float for Council. There were lot of participants and spectators. There were a few kinks that were mainly due to changing the route but that will work out in the future. The fireworks and festival were also great.

Councilmember Felina Harris

- Commented that she and her family had a great time on Saturday at the parade and thanked everyone involved with the event to make it happen.

- Stated she has received a lot of calls from citizens asking what is the Town doing to match retail business to the growth of the Town. Town Manager responded there is retail begging to come to the Town but the Town does not have the development for those. All the residential growth is not just residential there is some residential with mixed use (example: Smith Village). He continued to state that the downtown is seeing some growth, but on the larger scale we are seeing an increase at the Exit 42 area. National chains come when there are more rooftops. Mayor Young commented as rooftops continue to expand, the opportunities will continue to come. It is a balancing act we need to keep under consideration.

Councilmember George Harris

- Commented it was a good parade and overall good weekend for the Town. It was nice to have our families with us on the float. The town/event received good publicity through the Radio Show.

Councilmember Nau

- Thanked Chuck Gallyon, Department Heads, all staff and volunteers for a great parade and fireworks commenting he is proud to live here and to represent Troutman.

Mayor Young

- Expressed thanks and appreciation to all Law Enforcement that participated/helped with the parade. It was a very positive experience and he has received positive comments. He expressed appreciation to Debbie Page with Iredell Free News for all the great photos and to the radio station that came out as well. He commented he enjoyed spending time with Councilmembers and their families.
- Announced that filing for Municipal elections has started and ends July 16th at 12 noon.
- Received a thank you note from Ms. Billie Jo Powell expressing appreciation for last months recognition.

B. Staff Comments/Business

1. Monthly Revenue Update, (Steve Shealy, Finance Director)

Finance Director Steve Shealy reported that the Town had another good month. Sales tax is strong with June's sales tax up \$24,000 from the same month last year. The 3rd quarter utility sales tax is up approximately \$6,000. Water and sewer billing is considerably higher than last month. The property tax totals is not in as of yet, but everything else is looking very strong. Mayor Young asked about Powell Bill funds. Mr. Shealy stated that the Town does budget it and he expects the amount to be approximately the same as last year. The Town will receive the 1st payment in October, and the 2nd payment will come in around December.

(Copied in full, monthly revenue update is filed on CD titled: Town Council Supporting Documents" dated June 7th and 10th, 2021 in CD Book #1 titled: "Town Council Supporting Documents")

2. Discussion of Police Evidence Historical Status (Ronald Wyatt, Town Manager)

Town Manager Wyatt stated that Council directed him in December when he was hired to check with the Police Department if there has been an internal audit and report back. When he addressed the issue he was informed that has not been an internal audit at all. In asking the status of evidence, it was responded that there is not enough storage for evidence. Manager Wyatt noted strong smells within Town Hall as well as possible health issues. He spoke of seized vehicles that are over 6 years old stored at the Town's Public Works facility. Interim Chief Payne is completing the paperwork for

the vehicles. Manager Wyatt stated that evidence needs to be handled and dealt with properly and in speaking with Interim Chief Payne, it would not be appropriate to have a road officer working a rotating shift in the position of keeping the evidence requesting that a Division of Criminal Information (DCI) Certified person be hired for the position. This position would be fulltime assigned under the Police Department. He advised that the position would also do fingerprinting and issuing passports announcing that the Federal Government has approved the Town to be a passport site. Fees can be obtained for both fingerprinting and issuing passports. Manager Wyatt recommended Council's approval to hire for this position. Salary will be in the low to mid \$30,000 (\$16 -\$17 per hour) Monday – Friday 8am to 5pm. Mayor Young stated that he assumes that a new job description and pay ranges will have to be created. Town Manager Wyatt agreed. Mayor Young asked where they will be housed. Manager Wyatt stated they will be stationed in the police front office.

a. Consider New Position to Include Evidence and Consolidated Services

*Upon motion by Councilmember Eddie Nau, seconded by Councilmember George Harris, and unanimously carried, approved to allow the Town Manager to add a new position to Town Staff with the understanding that the primary focus is to deal with evidence.

3. Approval of Resolution 15-21 Titled: “Resolution By The Town Council of the Town of Troutman Accepting The NCDEQ State Grant E-AIA-W-21-0226 For The Wastewater Asset Inventory And Assessment Project”

Town Manager Wyatt stated that Public Works Director Adam Lippard found this grant online and with the assistance of West Consultants the Town has been awarded the \$150,000 grant. The Town's portion for this grant is \$20,000 which is allowed to be used in the form labor such as providing traffic assistance, locating assistance, etc. West Consultants will handle the project. Public Works Director Lippard stated that the grant would provide GIS mapping of all the Town's infrastructure bringing the Town up to date with state and federal standards. Mayor Young commented that this is a great opportunity and commended Mr. Lippard on a job well done.

*Upon motion by Councilmember George Harris, seconded by Councilmember Felina Harris, and unanimously carried, approved Resolution 15-21 Titled: “Resolution By The Town Council of the Town of Troutman Accepting The NCDEQ State Grant E-AIA-W-21-0226 For The Wastewater Asset Inventory And Assessment Project” as it will enhance the ability to serve our citizens.

(Copied in full, Resolution 15-21 is filed in Resolution Book IV, Page 16)

(Copied in full, Resolution 15-21 is filed with these minutes and is filed on CD titled: Town Council Supporting Documents” dated July 6th and 8th, 2021 in CD Book #1 titled: “Town Council Supporting Documents”)

4. Overview of the Upcoming Regular July 08, 2021 Meeting Agenda Items Scheduled to be Presented, (Wyatt)

Town Manager Wyatt briefly reviewed agenda items as presented on the July 8th Town Council meeting agenda.

Under Consent Agenda:

- Approval of four sets of minutes

- *Item 5* Approval of Resolution 14-21 accepting the American Rescue Plan Act Funds and *Item 6* Approval of a request by the Troutman ABC Board to establish a Capital Improvement Expansion Fund requires separate motions and therefore will be removed from the consent agenda and added under new business as separate items.

Manager Wyatt stated that he will present the ABC Board request on behalf of Layton Getsinger, ABC Board Chair.

Under Recognitions and Presentation:

- Recognition of two Troutman Police Officers
- The Town's new Planning Associate, Andrew Ventresca will not be able to attend Thursday night's meeting, therefore his introduction will be removed from the agenda.

Under Standing Reports:

- Troutman Library and Troutman Fire Department will present their quarterly reports

Under New Business:

Item 7 and Item 8 Annexation request and rezoning for Winecoff Village that entails a Public Hearing for each.

Item 9 and Item 10 Annexation request and rezoning for Westmoreland Village that entails a Public Hearing.

Interim Planning Director Wells reminded Council that the annexation requests for Winecoff Village and Westmoreland Village are continuations from last month's meeting.

Item 11 UDO Text Amendment and Item 12 Code of Ordinance Text Amendment relating to Goats and Keeping of Livestock.

Interim Planning Director Jonathan Wells addressed Councilmember George Harris' concerns of livestock inside Town limits stating that what is being proposed is that livestock cannot be kept closer than 150' from public streets or residential properties as well as acreage requirements. The proposed amendment in the UDO references agricultural uses where the proposed amendment in the Code of Ordinances references keeping of livestock as pets. Councilmember Williams suggested that the frequency in allowing goat grazing in the amendment for the UDO needs to be longer due to this area having 175 days of growing time. Following a lengthy discussion Council was in agreement to leave as presented. Council can further address if needed. Councilmember Williams pointed out that fowl is not included in the table listing acreage requirements in the proposed amendment for the Code of Ordinances but is included in the ordinance (fowl was included by Attorney Gary Thomas' during Mr. Thomas' revisions). Interim Planning Director Wells commented that through this process the focus was on hooved animals and not fowl. Councilmember Williams stated that fowl should be addressed in the new ordinance. The old UDO allowed 4 chicken hens that was previously supposed to be removed from the UDO and put into the Code of Ordinance.

Mayor Young directed Mr. Wells to include in the proposed Code of Ordinance amendment "4 domestic chicken hens" for Thursday night's consideration.

5. Hold Closed Session Pursuant to General Statutes 143-318.11(a)(5) Acquisition of Property

Mayor Young called for a Closed Session pursuant to North Carolina General Statutes (NCGS) 143-318.11(a)(5) to discuss personnel.

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 Sally Williams, seconded by Councilmember Eddie Nau, and unanimously carried, approved to hold a Closed Session pursuant to NCGS 143-318.11(a)(5) to discuss acquisition of property.

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 George Harris, seconded by Councilmember Sally Williams, and unanimously carried, approved to reconvene open session.

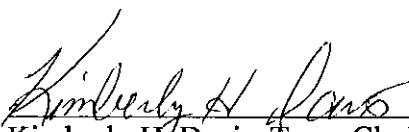
Action taken as a result of the Closed Session - None

Mayor Young requested to add a Closed Session to discuss personnel to Council's Thursday agenda.

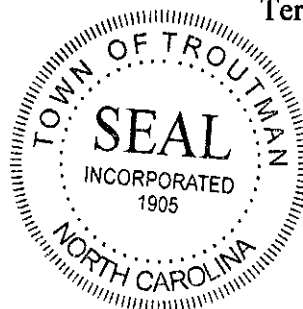
III. ADJOURNMENT

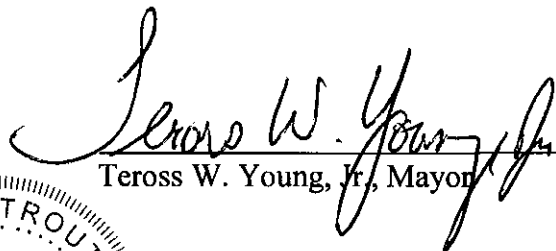
*Upon motion by Councilmember George Harris, seconded by Councilmember Sally Williams, and unanimously carried, approved to adjourn the Agenda Briefing of July 6, 2021.

Time of adjournment: 6:07 p.m.



Kimberly H. Davis, Town Clerk





Teross W. Young, Jr., Mayor

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