

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

**TOWN COUNCIL AGENDA BRIEFING MEETING MINUTES**

**August 07, 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; Jessica Davidson; Lynne Hair, Planning Director; Justin Mundy, Finance Director; Josh Watson, Police Chief; Emily Watson, Parks & Rec. Director; Gary Thomas, Town Attorney; Michael Barker, IT

Press Present: None

**I. MAYOR YOUNG CALLED THE AUGUST 07, 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 August 07, 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**

- Thanked the Mayor, Council, and staff for the card and all the thoughts and prayers in the passing of his wife's mother.
- Thanked Chief Watson for the good police work with the breaking and entering case and his leadership commenting that the force did a great job.

**Councilmember George Harris**

- Recognized Code Enforcement Officer Shane Harris for his quick response regarding down tree limbs.
- Commented on remarks from citizens regarding the purchase of the Dollar General stating that per the Town's Strategic Plan, the Town is doing what people have asked for as those opportunities occur.
- Remarkd on Party in the Park and National Night Out (NNO) as being 2 great events.

- Voiced concern regarding construction trucks using town streets (back streets) as a cut-thru. They should be on state roads and out of neighborhoods.

#### **Councilmember Felina Harris**

- Commented on the great turnout at National Night Out and that she looks forward to the upcoming Pep Rally in the Park.

#### **Councilmember Jerry Oxsher**

- Stated that with Party in the Park and National Night Out, hats off to staff and to Chief Watson and his department commenting that both were great events.

#### **Councilmember Paul Henkel**

- Voiced his discouragement concerning trucks continuing to make left-hand turns onto Hwy 21 off Old Murdock Road disregarding the signage posted.
- Commented that the new Park rendering sent by email today is great.
- Commented he is looking forward to the upcoming football season.

#### **Mayor Teross Young**

- Offered condolences to the Nau family stating that continued thoughts and prayers be with them.
- Commented that the Party in the Park and National Night Out were done very well. He received great remarks and appreciation from citizens. He was appreciative of the support from other law enforcement agencies coming out and sharing with the community.
- In regards to mud clean-up, he expressed thanks and appreciation to the Fire Department and the Town for working together as a community.

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

#### **1. Town Manager / Staff Comments**

Town Manager Ron Wyatt thanked Mayor Young and Council for their nice comments. He stated that summer months are the time for vacations, but is also the time that staff works a lot of extra hours with events and he appreciates the feedback from you as elected officials and the citizens

#### **2. Introduction of Camille Lahey Design Review Board (DRB) nomination to fill the vacant with a term expiring 11/12/23**

Manager Wyatt commented that unfortunately Ms. Lahey was unable to attend the Agenda Briefing due to illness, but will try to be here Thursday night.

#### **3. Approval of a Grant Agreement from DICK's Sporting Goods Foundation Awarded to Town of Troutman Parks and Recreation**

Emily Watson, Parks & Recreation Director commented that this grant is simple going forward, but the back half was not as simple as they required a good amount of paperwork justifying why outdated equipment needed replacement. The Town was granted \$15,000 from Dick's Sporting Goods with no match required. She stated that they are asking to be able to use our logo of which Gary Thomas, Town Attorney had concerns, but the Town Manager Wyatt did not see a concern. Ms. Watson stated that they just want to put the logo on their website where they show a list of the businesses they have supported over the years. Attorney Thomas addressed the timeframe as in the contract stating that it is a pretty broad license. Manager Wyatt commented that Attorney Thomas' concern

was mainly with the timing regarding the use of the Town's logo. Ms. Watson asked for the Council's approval of the grant agreement. Manager Wyatt stated that the contract received only asked for Ms. Watson's signature as Parks and Rec. Director, but typically two signatures are required. Mayor Young stated that he thinks for accounting purposes and "good practice" it would be good to have two signatures on the contract. Council was in agreement that both Ms. Watson and Manager Wyatt sign the contract. Attorney Thomas reminded Council that they could create a policy allowing the Manager to sign contracts up to a set amount. Mayor Young stated that is something to consider going forward. Manager Wyatt invited Council if they have a chance to visit the new Volleyball Courts in the Park toward the end of the week. He expressed appreciation to Lowes and all the partners that contributed. Mayor Young stated that he did have the opportunity to speak with Lowes at the NNO event and thanked them for partnering with the Town.

\*Upon motion by Councilmember Paul Henkel, seconded by Councilmember Jerry Oxsher, and unanimously carried, approved Grant Agreement from DICK's Sporting Goods Foundation to the Town of Troutman with Parks and Rec. Director Emily Watson and Town Manager Ron Wyatt to sign the agreement.

(Copied in full, grant award agreement is attached to these minutes and is filed on CD Titled: "Town Council Supporting Documents" dated August 7<sup>th</sup> and 10<sup>th</sup>, 2023 in CD Book #1 titled: "Town Council Supporting Documents")

#### **4. Discussion Regarding Feathered Flags**

A discussion was held resulting from a citizen's comment at last month's meeting requesting the Town to change the current regulations around feathered flags. Manager Wyatt stated that Council should go off of the feedback they are getting and the vision of how they want the Town to look. The decision should be one for all. Staff was previously directed to research other municipalities and found that Mooresville does not allow feathered flags and Statesville allows them under certain circumstances. Staff will do what Council directs, but I do not know if there is a right answer to make everyone happy. Planning Director Hair stated that there are some suggestions/options in Council's packet such as limiting the feathered flags to a specific zoning district allowing additional flexibility, etc. Currently, the ordinance limits them to one per property 12 weeks per year and the property owner can use those weeks however they choose; so there is flexibility there. She stated that one thing that the ordinance does not allow is temporary banners which may be an additional option. Ms. Hair stated that she does agree with the Manager that we do need to be careful in deciding how the Town should look.

Councilmember Jerry Oxsher asked what alternatives business owners currently have when it comes to temporary signage. Manager Wyatt stated that a sandwich board is one; it cannot be located on the sidewalk and has to be taken in at night. Ms. Hair stated that the feathered flags are currently temporary. She also pointed out that the footage of a ground-mounted sign that is allowed per the Town's UDO is very generous; the Town allows more footage than other communities and they could switch out signs advertising different things. Businesses can also use window signage. Councilmember Paul Henkel commented that since the Town has other options such as the sandwich boards, suggesting that maybe the ordinance could be changed to allow feathered flags for 2 weeks a month opposed to 1 week per month (26 weeks per year.) Councilmember George Harris quoted the business owner from last month's meeting stating that "she does not understand the ordinance and how it is written" suggesting that maybe the Town have a discussion with other businesses affected by the ordinance and allow flags or something to assist with advertising. He suggested that maybe we need to go out and visit some of the other businesses. Mayor Young stated that when Council was considering the ordinance it was in the spirit to allow feathered flags with some perimeters. There have been a lot of conversations about signs and making sure that the Town looks presentable in a consistent way. Some businesses have spent a great amount of money to upgrade their signage to make sure that it looks good. He stated that he has done some homework within some of the communities he deals with and if allowed, most require a certain amount of time that a sign can be up. On average it was between 7 to 14 days a year). That research shows that the Town has some flexibility in the way our ordinance is written. If the Town allows additional time, he suggested no more than 2 weeks per month; we do not want it to become a Code Enforcement issue. Councilmember Jerry Oxsher commented that he liked the idea of getting input from other business owners to get their perspective and help facilitate any change that the Council may make.

Mayor Young paused the meeting for approximately 15- 20 minutes due to the weather conditions.

(Copied in full, staff memo and zoning district map is filed on CD Titled: "Town Council Supporting Documents" dated August 7<sup>th</sup> and 10<sup>th</sup>, 2023 in CD Book #1 titled: "Town Council Supporting Documents")

## 5. Discussion Regarding Speed Tables

Manager Wyatt informed Council that speed device costs vary from \$300 per lane to approximately \$300 per sign. Speed tables, using asphalt costs around \$2,000 (+) depending on size and the condition of the intersection. Manager Wyatt suggested that Council approve adding speed tables at the intersections of West Ave. and Downing St.; West Ave. and Bleinheim Court.; and West Ave. and Brown St. with signage at all three intersections. He suggested a plastic calming device on Brown St. at the entrance of the Library. Mayor Young asked staff to monitor other areas where speed devices may be needed.

Council authorized Manager Wyatt to talk to contractors for cost estimates and availability.

## III. OVERVIEW OF TOWN COUNCIL'S UPCOMING REGULAR AUGUST 10, 2023 MEETING AGENDA ITEMS SCHEDULED TO BE PRESENTED

### Consent Agenda Items:

#### **Items 1-5. Minutes to be approved.**

No discussion was held.

#### **Item 6. Approval to Amend the Town of Troutman Schedule of Fees**

No discussion was held.

#### **Item 7. Approval of Resolution 23-23 Titled: "*Resolution Authorizing The Filing Of An Application For Approval Of A Financing Agreement (Property Acquisition) Authorized By North Carolina General Statute 160a-20*", (Dollar General)**

Manager Wyatt explained that approval of Resolution 23-23 allows staff to proceed with financing options.

#### **Item 8. Approval of a Contract Between the Town of Troutman and the North Carolina Charter Educational Foundation, Inc. on Behalf of Iredell Charter Academy of Arts and Science (ICAAS) for a School Resource Officer (SRO)**

Police Chief Josh Watson addressed Council stating that he was approached in June by the Iredell Charter Academy of Arts and Science (ICAAS) with a request for a School Resource Officer (SRO) stating that their Board had approved funding. The academy, being a public school has approximately 800 students, hosting grades K-8. He stated that in the contract, the school will reimburse 83% of the officer's salary, 401K, worker's compensation insurance, retirement, and health insurance that would be billed annually. The contract has been reviewed by attorneys for Charter Schools USA and the Town of Troutman's legal counsel. The Charter School is installing a Bi-Direction Antenna (BDA) at the school to allow the police radios to work inside the school building. An extra officer will not be hired for this position, the department will utilize one of the positions already approved for FY 23-24. Providing the Charter School with an SRO would greatly benefit the school adding additional security and allowing the department to engage with students, staff and parents.

**Item 9. Annexation Request AX-23-05 (Contiguous), Applicant: Sterling Properties of Mooresville LLC; 49.54 (+/-) acres; PIN(s) 4741014288**

- a. Adoption of Resolution 24-23 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 25-23 Titled: “*Resolution Fixing Date of Public Hearing On Question of Contiguous Annexation Pursuant to Article 4A Of G.S. 160A*” (**Setting Public Hearing Date of September 14, 2023**)

No discussion was held.

**Item 10. Annexation Request AX-23-08 (Non-Contiguous), Applicant: Troutman Commercial Properties LLC; 7.5 (+/-) acres; PIN(s) 4741603432, 4741604372, 4741606173 (709 South Main Street)**

- a. Adoption of Resolution 26-23 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 27-23 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 September 14, 2023**)

No discussion was held.

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

**Item 10. Recognition of Josh Watson as “Town of Troutman Employee of the Month”**

No discussion was held.

**Standing Quarterly Report(s):**

**Item 12. Troutman Fire Department**

No discussion was held.

**New Business:**

**Item 13. Consider Annexation Boundary Agreement Between the Town of Troutman and City of Statesville**

- a. Hold a Public Hearing
- b. Consider Approval of Ordinance 21-23 Titled: “*An Ordinance Adopting An Annexation Boundary Agreement Between The Town Of Troutman Of The City Of Statesville*”

No discussion was held.

**Item 14. Annexation Request AX-23-06 (Contiguous), Applicant: Celeste Dominguez (representing The Children’s Hope Alliance/Barium Springs Campus). portion of PIN(s) 4732959334; 75.597 (+/-) acres**

- a. Hold a Public Hearing
- b. Consider Approval of Ordinance 22-23 Titled: “*An Ordinance To Extend The Corporate Limits Of The Town Of Troutman, North Carolina (Contiguous)*”

Town Manager Wyatt explained that by State Statute, once annexed into the Town limits, a Town of Troutman zoning destination has to be assigned as requested in Item 15.

**Item 15. Rezoning Request RZ-23-03; Applicant: Celeste Dominguez (representing The Children's Hope Alliance/Barium Springs Campus). Request to rezone 75.597 (+/-) acres located on the west side of Highway 21 just north of Barium Lane, from Town of Troutman Suburban Residential (RS) to Town of Troutman Office Institutional (OI)**

- a. Hold Public Hearing
- b. Consider Approval of Ordinance 23-23 Titled: "*An Ordinance Changing The Zoning Classification Of The After-Described Property From Town of Troutman Suburban Residential (RS) To Town of Troutman Office Institutional (OI)*"
- c. Consider Statement of Consistency

No discussion was held.

**Item 16. Consider Appointment of Camille Lahey as a Voting Member of the Design Review Board (DRB) (Currently this position is vacant with a term expiring 11/12/23)**

No discussion was held.

**Old Business:**

**Item 17. Consider Fee In Lieu of Sidewalk on Georgie Street for Brookside Development (Requested by D.R. Horton)**

Town Manager Wyatt stated that the developer of Brookside Subdivision is requesting to pay a fee in lieu of constructing a 5' sidewalk on Georgie Street. He stated that DR Horton's estimate is \$86,515.34; the Town's estimate from Country Boy Landscaping to construct the sidewalk is \$214,979.50; a difference of \$128,464.16. Planning Director Hair commented whereas the Town's ordinance allows a "fee in lieu of", the construction of the sidewalk was part of Brookside's approved conditions. Manager Wyatt recommended that Council deny the request, and if the developer does not write the check for the Country Boy Landscaping estimate, then have them build the sidewalk.

**IV. HOLD CLOSED SESSION PURSUANT TO GENERAL STATUTES 143-318.11(A)(3) TO 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, Ronald Wyatt, Town Manager; Kimberly Davis, Town Clerk; Jessica Davidson; Gary Thomas, Town Attorney 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\*\***

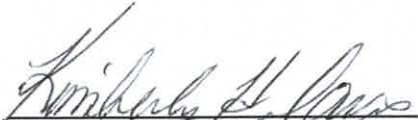
*Closing of Closed Session and Reconvene Open Session*

\*Upon motion by Councilmember Paul Henkel, seconded by Councilmember Eddie Nau, and unanimously carried, approved to reconvene open session.

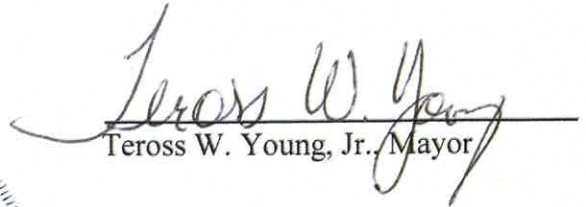
**Action taken as a result of the Closed Session:** None

**V. ADJOURNMENT**

\*Upon motion by Councilmember George Harris, seconded by Councilmember Felina Harris, and unanimously carried, approved to adjourn the Agenda Briefing of August 07, 2023. Time of adjournment: 7:17 p.m.

  
Kimberly H. Davis, Town Clerk



  
Teross W. Young, Jr., Mayor

- (\*) Motion(s)
- (\*\*) Adjustment(s)