Town of Clayton
Regular Town Council Meeting Minutes
Monday, February 3, 2020 @ 6:00 PM
Council Chambers

COUNCIL PRESENT:
Mayor McLeod
Mayor Pro Tem Thompson
Council Member Grannis
Council Member Holder
Council Member Bunn
Council Member Everett

STAFF PRESENT:
Adam Lindsay, Town Manager
Nancy Medlin, A/Town Manager
Katherine Ross, Town Attorney
Kimberly Moffett, Town Clerk
Samantha Wullenwaber, Planning Director
Robert McKie, Finance Director
Stacy Beard, Communications Director
Rich Cappola, Public Services Director
Blair Myhand, Police Chief

COUNCIL ABSENT:

1 CALL TO ORDER
Pledge of Allegiance and Invocation

a) Mayor McLeod called the meeting to order at 6:01 p.m. He led everyone in the Pledge of Allegiance as well as offering the Invocation.

Mayor McLeod welcomed Boy Scout Troop 124 who were in attendance at the meeting, working on their Citizenship Badges.

2 ADJUSTMENT OF THE AGENDA

a) Mr. Lindsay requested the following adjustments; removal of Item 5a - Introduction of Sharon Sharpe, removal of Public Hearings - Items 6a and 6b, removal of Closed Session - Item 11a and addition of Old Business - Item 7b, Neuse River Water Reclamation Facility Resolution & Budget Amendments.

3 CONSENT AGENDA
(Items on the consent agenda are considered routine in nature or have been thoroughly discussed at previous meetings. Any member of the Council may request to have an item removed from the consent agenda for further discussion.)

a) Draft Minutes
- January 21, 2020 - Regular Session
- January 21, 2020 - Closed Session

ACTION: Adoption of Consent Agenda as Presented

Motion: Mayor Pro Tem Thompson
Second: Council Member Holder
Vote: Unanimous

b) NCDOT Updating Speed Limit Zones

- NC 42 (B/W .004 east of SR 1552 & .044 west of Laurel Ridge Drive)
- NC 42 (B/W .465 west of SR 1552 & .104 west of SR 1552)
- NC 42 (B/W .05 east of SR 1660 & SR 1551)
- NC 42 (B/W .035 east of SR 1660 & SR 1551)

c) Warranty Acceptance - FINAL

- Boling Townhomes, Buildings 47-51

ACTION: Adoption of Consent Agenda as Presented

Motion: Council Member
Second: Council Member
Vote: Unanimous

4 ADMINISTRATIVE ITEMS

5 INTRODUCTIONS AND SPECIAL PRESENTATIONS

a) ~~New Employee Introductions~~
~~*Presenter:* Samantha Wullenwaber, Planning Director~~

- ~~Sharon Sharpe, Planner~~

6 PUBLIC HEARINGS

a) ~~2019-130-SUP - The Quad - Special Use Permit (Quasi-Judicial)~~
~~*Presenter:* Samantha Wullenwaber, Planning Director~~

b) ~~2019-129-SD - The Quad - Preliminary Plat (Quasi-Judicial)~~
~~*Presenter:* Samantha Wullenwaber, Planning Director~~

7 OLD BUSINESS

a) East Clayton Community Park (Harmony Playground) Design/Build Contract
Presenter: Joshua Baird, Town Engineer

Mr. Baird presented the item and provided an overview, background and update of project. He provided details regarding the current funding for this project, which stands at $1,442,810. The estimated total cost for the project stands at $2.1 million. He provided an overview of the completed project items as well as those still to be completed. Total spent/committed to date is $450,000 with cost for project completion being $1.75 million. He stated staff has pursued a design-build method to complete the design and construction of the bathrooms/shelter and parking. An RFQ was issued and solicited design/build (DB) teams. Interviews were completed and selection of most qualified was made. Currently we have a deficit of $675,000 to complete the project.

Mr. Dean Penny of the Clayton Community Recreational Foundation was present. He stated the process being proposed would assist with the completion of the project. He stated he was happy to answer any questions.

Mr. Baird provided staff recommendation regarding re-allocating funds for this from Parks & Recreation fund balance and funds originally purposed for Town Square.

Council Member Grannis asked about potential of using bond money for the project. Mr. Lindsay stated that could be done, however, it wasn't being recommended due to timing of availability of bond monies. Attorney Ross added there was nothing about this project that would not make it eligible for bond monies, however, this was strictly a timing issue. Council Member Holder asked if it were possible to reimburse the town for funding from bond monies. Ms. Medlin stated that had been discussed with our bond counsel and it would be outside the time frame for current bond monies. Mr. Lindsay reminded that bond money could be used to toward Town Square parking lot project.

Mr. McKie stated that we currently have $700,000 budgeted but an additional $400,000 is needed. This could be transferred from the general fund to capital projects, for a total transfer of $1.1 million.

Council Member Grannis stated he had spoken with 67 residents regarding this project to get feedback and of those 66 were in favor of the project moving forward.

ACTION: Authorize Town Manager or Designee to Execute Agreement with Clayton Community Recreational Foundation

Motion: Council Member Grannis
Second: Council Member Holder
Vote: Unanimous

ACTION: Authorize Town Manager or Designee to Execute Design-Build Contract & Subsequent Supplemental Agreement

Motion: Council Member Grannis
Second: Mayor Pro Tem Thompson
Vote: Unanimous

ACTION: Adoption of Ordinances #2020-02-01 & #2020-02-02

Motion: Council Member Grannis
Second: Mayor Pro Tem Thompson
Vote: Unanimous

b) Neuse River Water Reclamation Facility
Presenters: JD Solomon and Robert McKie, Finance Director

Mr. Solomon was present provided information regarding cash flow for this project. He also shared history regarding request from Local Government Commission (LGC). He stated all information had been provided to them. He stated that to keep project moving forward re-allocation of funds would be required.

Mr. McKie provided details about the three budget amendments, all of which are statutorily required. He provided details regarding the transfer of funds. He stated it is expected that we would reimburse ourselves for this expenditure in the future.

Council Member Grannis confirmed that reimbursement would take place. Mr. McKie confirmed that was correct. Council Member Grannis asked Mr. Solomon if this process regarding the LGC was routine and Mr. Solomon confirmed it was.

ACTION: Adoption of Resolution #2020-04

Motion: Mayor Pro Tem Thompson
Second: Council Member Grannis
Vote: Unanimous

ACTION: Adoption of Ordinance #2020-02-03

Motion: Mayor Pro Tem Thompson
Second: Council Member Everett
Vote: Unanimous

ACTION: Adoption of Ordinance #2020-02-04

Motion: Mayor Pro Tem Thompson
Second: Council Member Holder
Vote: Unanimous

ACTION: Adoption of Ordinance #2020-02-05

Motion: Mayor Pro Tem Thompson
Second: Council Member Grannis
Vote: Unanimous

8 NEW BUSINESS

a) COPS Grant Application
Presenter: Blair Myhand, Police Chief

Chief Myhand was present and provided details regarding grants. The first is a hiring grant that would provide for 75% of salary for 4 new police officers for 3 years. The second is a micro grant would provide for funding at 100% for one year for either a part time position and or program.

Mayor McLeod asked about micro grant and funding following end of the one year grant. Chief Myhand stated he believed it would probably be a $20,000 budget item for a part time position.

Council Member Bunn asked about the number of new police officers to be requested in the upcoming budget. Chief Myhand stated there would be a total of 8. He further stated this grant is new. Council Member Grannis asked if there were a fall back plan. Chief Myhand stated it would be to come back to council for full funding. He stated the approximate cost for the first year of an office would be $100,000 to include salary, benefits and all equipment.

ACTION: Authorize Staff to Proceed with Application

Motion: Council Member Grannis
Second: Council Member Holder
Vote: Unanimous

9 STAFF REPORTS

a) Town Manager

b) Town Attorney

c) Town Clerk

d) Other Staff

- Wall That Heals & Road to Hope Bike Ride
  Presenter: Blair Myhand, Police Chief

Chief Myhand provided information regarding two upcoming events. The Wall that Heals will take place on April 15, 2020. It is a 3/4 size Vietnam Veterans Wall. The Town of Garner had applied and were selected for this. The display will pass through Clayton and we would like to encourage community involvement, by perhaps having folks lining up along Main Street with flags. The second event is the Raleigh Ride. This is a wreath laying ceremony and will be held on May 6.

10 OTHER BUSINESS

a) Informal Discussion & Public Comment

b) Council Comments

Council Member Holder shared his concerns regarding Public Comment Section and possibly moving this item to the beginning of the agenda. Council Member Grannis asked to discuss at council retreat. Mayor McLeod was in agreement that this be discussed at retreat.

Council Member Grannis stated he met with several senior citizens at the senior center and had a productive discussion and have forwarded an email to all council members with some of the questions that were raised.

Mayor McLeod asked Stacy Beard to pull up the video of the 2019 Year in Review video. He stated it was an outstanding video showcasing the town. He stated it truly captured the spirit of our town and our citizens. Mayor offered his thanks. The video was shared and everyone was in agreement it was phenomenal.

Council Member Bunn offered his thanks to Stacy regarding the newly installed downtown camera. A live shot of Main Street was shown.

11 CLOSED SESSION

a) ~~Closed Session Pursuant to NCGS §143-318.11(a)(3) - Attorney Client Privilege~~

12 ADJOURNMENT

a) Adjourn the Meeting

With there being nothing further, the meeting was adjourned at 7:05 p.m.

ACTION: Motion to Adjourn

Motion: Council Member Holder
Second: Council Member Grannis
Vote: Unanimous

Duly adopted this the 17th day of February, 2020 while in regular session.

Jody L. McLeod
Mayor

ATTEST:

Kimberly A. Moffett, CMC, NCCMC
Town Clerk

TOWN OF CLAYTON
INCORPORATED
APRIL 1869
CLAYTON, N.C.