



Town of Clayton
Town Council Regular Meeting Minutes
Monday, April 7, 2025 at 6:00 PM
Council Chambers, Town Hall
111 E. Second Street

Council Present:

Mayor Jody McLeod
Mayor Pro Tem Michael Sims
Council Member Andria Archer
Council Member Porter Casey
Council Member Ruth Anderson
Council Member Gretchen Williams

Staff Present:

Rich Cappola, Town Manager
Emily C. Cauley-Schulken, Attorney
Heidi Holland, Town Clerk
Dolores Gill, Deputy Town Manager
Lee Barbee, Deputy Town Manager
Courtney Tanner, Deputy Town Manager
Greg Tart, Police Chief
David Ranes, Fire Chief
Robert McKie, Jr., Finance Director
Nathanael Shelton, Communication Director
Conrad Olmedo, Planning Director
Joe Stallings, Economic Development & Government
Affairs Director
Donald Perry, Engineering Director

Council Absent:

None

1. CALL TO ORDER

- a. Call to Order

Mayor McLeod called the meeting to order at 6:00 p.m.

- b. Pledge of Allegiance

Mayor McLeod led the Pledge of Allegiance.

- c. Invocation

Mayor McLeod provided the Invocation.

2. ADJUSTMENT OF THE AGENDA

- a. **Approve or Adjust the Agenda**

RESULT:	CARRIED 5-0
MOVER:	Michael Sims
SECONDER:	Gretchen Williams
YES:	Andria Archer, Michael Sims, Porter Casey, Ruth Anderson, and Gretchen Williams
NO:	None

3. **CONSENT AGENDA**

- a. Minutes
 - March 3, 2025 - Work Session/Retreat
 - March 17, 2025 - Regular Session
 - March 17, 2025 - Closed Session

Presenter: Heidi Holland, Town Clerk
- b. Procurement Card Policy Amendment
Presenter: Shaun Mizell, Procurement, Contracts and MWBE Manager
- c. MOU between University of Mount Olive and Town of Clayton
Presenter: Rich Cappola, Town Manager
- d. Resolution Authorizing Execution of NCRR Wireline Agreement
Presenter: Shannon Poole - Engineering Department
- e. Resolution of Tentative Award - Arbors Lift Station Diversion Project
Presenter: Shannon Poole, Engineering Department
- f. Utility Services Agreement between Knapheide Clayton, LLC and Town of Clayton
Presenter: Donald Perry, Engineering Director
- g. Wastewater Allocation Resolution - North Carolina Railroad Company
Presenter: Donald Perry, Engineering Director
- h. Utility Services Agreement between North Carolina Railroad Company and Town of Clayton
Presenter: Donald Perry, Engineering Director

Approve Consent Agenda as Presented

RESULT:	CARRIED 5-0
MOVER:	Michael Sims
SECONDER:	Porter Casey
YES:	Andria Archer, Michael Sims, Porter Casey, Ruth Anderson, and Gretchen Williams
NO:	None

4. **ADMINISTRATIVE ITEMS**

- a. Clayton4U
 - Sculpture Trail

Presenter: Nathanael Shelton, Communication Director

Mr. Shelton shared a video featuring the annual Sculpture Trail. The video highlighted the outdoor public art experience, showcasing sculptures created by talented artists from North Carolina and across the country.

5. **INTRODUCTIONS AND SPECIAL PRESENTATIONS**

- a. Life Saving Awards
- Corporal Brandon Pope
 - Officer James David Barbour II
- Presenter:* Greg Tart, Police Chief

Chief Tart introduced two officers, Corporal Brandon Pope and Officer James David Barbour II. He stated on February 27, 2025, Johnston County 911 dispatched a call that was answered by the Clayton Police Department. Corporal Pope responded to the call, which involved a water rescue. Chief Tart detailed the incident, describing how Corporal Pope entered the water to rescue two females, one of whom was a young autistic girl. During the rescue, both Corporal Pope and the 11-year-old began to struggle. Officer Barbour quickly recognized the situation and stepped in to assist, helping to bring them both to safety. Chief Tart stated thanks to their swift and courageous actions, the life of the 11-year-old was saved. He concluded by presenting both officers with the Life Saving Award.

- b. National Library Workers Day Proclamation
- Presenter:* Council Member Williams to Present to Library Staff

Council Member Williams read the proclamation and presented to Library staff.

- c. National Lineman Appreciation Day Proclamation
- Presenter:* Mayor Pro Tem Sims to Present to the Electric Dept.

Mayor Pro Tem Sims read the proclamation and presented to our Electric Department.

- d. Arbor Day Proclamation
- Presenter:* Council Member Casey to Present to Parks and Rec. Staff

Council Member Casey to Present to Parks and Recreation Staff. He announced an upcoming Arbor Day celebration at Municipal Park on Friday, April 25, 2025, featuring a movie and other festivities, inviting the entire community to participate.

- e. Autism Awareness Proclamation
- Presenter:* Council Member Anderson to Present to Chi Xi Zeta Chapter of Zeta Phi Beta Sorority, Inc.

Council Member Anderson read the proclamation and presented to the members of Chi Xi Zeta Chapter of Zeta Phi Beta Sorority, Inc.

6. PUBLIC HEARINGS

7. QUASI-JUDICIAL HEARING

8. OLD BUSINESS

- a. Starmount and Liberty - W. Main St. Pump Stations Decommissioning Budget Ordinance
Presenter: Robert W. McKie, Jr., Finance Director

Mr. McKie presented a request to approve a capital budget ordinance to provide startup funding for the decommissioning of the Starmount and Liberty West Main Street pump stations. He explained the funding would cover professional services and easement costs prior to the project going out for bid soon.

Adoption of Ordinance #2025-04-01

RESULT:	CARRIED 5-0
MOVER:	Michael Sims
SECONDER:	Gretchen Williams
YES:	Andria Archer, Michael Sims, Porter Casey, Ruth Anderson, and Gretchen Williams
NO:	None

9. NEW BUSINESS

10. STAFF REPORTS

- a. Town Manager

Mr. Cappola thanked all for participating in today's retreat.

- b. Town Attorney
c. Town Clerk
d. Other Staff

11. OTHER BUSINESS

- a. Informal Discussion & Public Comment

Clayton resident Carolyn Creech spoke on behalf of her daughter regarding a property at 520 Ranch Road. She explained they had received a notice on March 31, 2025 stating the house was not fit for inhabitants and might be considered for demolition. Ms. Creech requested more time to restore the property, which she described as the oldest house on Ranch Road, purchased by her father in 1943. She mentioned their plans to create a community garden and emphasized the historical significance of the property as one of the first African American-owned farmlands in the area.

Mr. Cappola stated the public hearings for property condemnations had been cancelled for the evening to give property owners additional time to communicate with the inspections department. He assured Ms. Creech that the staff would follow up with her to work out a plan for restoring the home.

- b. Council Comments

12. CLOSED SESSION

- a.
- To Discuss Legal Matter in Accordance with NC GS 143-318.11 (a)(3)
 - To Discuss Economic Development in Accordance with NC GS 143-318.11(a)(4)
 - To Discuss Purchasing of Real Property in Accordance with NC GS 143-318.11(a)(5)
 - To Discuss Personnel Matter in Accordance with NC GS 143-318.11 (a)(6)

Motion To Go Into Closed Session

RESULT:	CARRIED 5-0
MOVER:	Andria Archer
SECONDER:	Michael Sims
YES:	Andria Archer, Michael Sims, Porter Casey, Ruth Anderson, and Gretchen Williams
NO:	None

Motion To Return To Open Session

RESULT:	CARRIED 5-0
MOVER:	Michael Sims
SECONDER:	Ruth Anderson
YES:	Andria Archer, Michael Sims, Porter Casey, Ruth Anderson, and Gretchen Williams
NO:	None

13. ADJOURNMENT

- a. Adjourn

With nothing further, the meeting was adjourned at 7:49 p.m.

Motion To Adjourn

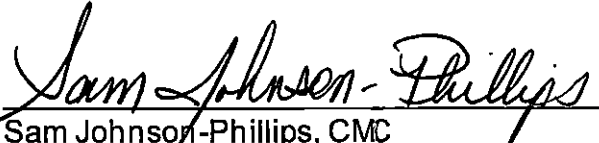
RESULT:	CARRIED 5-0
MOVER:	Ruth Anderson
SECONDER:	Porter Casey
YES:	Andria Archer, Michael Sims, Porter Casey, Ruth Anderson, and Gretchen Williams
NO:	None

Duly adopted by the Town Council this 21st day of April 2025 while in regular session.



Jody L. McLeod
Mayor

ATTEST:



Sam Johnson-Phillips, CMC
Deputy Town Clerk

