



Town of Clayton
Town Council Regular Meeting Agenda
Tuesday, September 3, 2024 at 6:00 PM
Council Chambers, Town Hall
111 E. Second Street

THE PUBLIC MAY VIEW THE LIVE COUNCIL MEETING ON THE TOWN'S YOUTUBE CHANNEL:
<https://www.youtube.com/TownofClaytonNC>

1. CALL TO ORDER

- a. Call to Order
- b. Pledge of Allegiance
- c. Invocation

2. ADJUSTMENT OF THE AGENDA

- a. **POTENTIAL ACTION:** Approve or Adjust the Agenda

3. CONSENT AGENDA

- a. 2023-202-ANX NCRR Industrial Development Annexation Resolution Setting the Public Hearing
Presenter: Heidi Holland, Town Clerk
[2023-202-ANX NCRR Industrial Development Annexation Resolution Setting the Public Hearing](#)
- b. NCDOT Road Closure Request
Presenter: Amy Shearin, Community Events and Engagement Coordinator
[NCDOT Road Closure Request](#)
- c. TOC Project 2020-62-SDM: Final Acceptance of the Public Water and Sewer Utilities for Champion West Subdivision
Presenter: Chris Rowland, Engineering
[Resolution #2024-86](#)

POTENTIAL ACTION: Approve Consent Agenda as Presented

4. ADMINISTRATIVE ITEMS

- a. Clayton4U
Presenter: Nathanael Shelton, Communication Director

5. INTRODUCTIONS AND SPECIAL PRESENTATIONS

- a. NCSDAR Proclamation
Presenter: Council Member Casey to Present to DAR Member
[NCSDAR Proclamation](#)

6. PUBLIC HEARINGS

7. QUASI-JUDICIAL HEARING

8. OLD BUSINESS

- a. Water Reclamation Facility Update
Presenters: Louis Duffie, Project Manager and Adam Sharpe, HDR

- b. Utility Regionalization Update
Presenter: Lee Worsley, Central Pines Regional Council

9. NEW BUSINESS

10. STAFF REPORTS

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

11. OTHER BUSINESS

- a. Informal Discussion & Public Comment
- b. Council Comments

12. CLOSED SESSION

- a. To Discuss Legal Matter in Accordance with NC GS 143-318.11 (a)(3) and To Discuss Economic Development in Accordance with NC GS 143-318.11 (a)(4)

POTENTIAL ACTION: Motion To Go Into Closed Session

POTENTIAL ACTION: Motion To Return To Open Session

13. ADJOURNMENT

- a. Adjourn

POTENTIAL ACTION: Motion To Adjourn

INFORMATION FOR THE PUBLIC

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.

7. QUASI-JUDICIAL HEARING

A quasi-judicial hearing resembles a court trial where testimony is presented. Citizens may give testimony in a quasi-judicial hearing after they have taken an oath. Town Council acts like a court of law and receives only sworn testimony and other credible evidence. In addition, the Town Council must make findings of fact based upon the evidence presented.

The Town Council refrains from "ex parte communication" about these cases, as the Town Council must make a decision based solely on the evidence presented at the hearing itself. Staff is available to assist with inquiries from citizens.

11. OTHER BUSINESS – INFORMAL DISCUSSION & PUBLIC COMMENT

RULES FOR PERSONS ADDRESSING TOWN COUNCIL

- During public hearings and public comment periods, each speaker will identify him/herself by giving his or her name and place of residence.
- Each speaker will be limited to speaking one time on any topic. When you are finished speaking, please step away from the podium and be seated.
- Each speaker will be limited to three (3) minutes and each group's representative will be limited to a maximum of five (5) total minutes. Each group is encouraged to designate a single spokesperson for their group.



Town Council Regular Meeting Agenda Cover Sheet

Meeting Date

September 3, 2024

Agenda Location

CONSENT AGENDA

Item Title

2023-202-ANX NCRR Industrial Development Annexation Resolution Setting the Public Hearing

Presenter(s)

Heidi Holland, Town Clerk

Suggested Action

Place on Consent Agenda

Strategic Priorities Alignment



☐
Think Clayton
(Administrative)



☐
Think Arts &
Culture



☐
Think
Downtown



☐
Think
Economic
Development



☐
Think Land
Use &
Housing



☐
Think
Mobility



☐
Think Parks,
Recreation
& Natural
Resources



☐
Think Public
Services &
Infrastructure

Public Hearing: No

If Approved, Will Document Require Recordation? No

Does This Item Require a Communication Plan?

- ☐ Public Hearing (Required by GS)
- ☐ Newspaper Notice (Required by GS)
- ☐ Public Forum/Input Session
- ☐ E-News Distribution
- ☐ Social Media
- ☐ Special Mailing

- ☐ Public Hearing (Not Required by GS)
- ☐ Newspaper Notice (Not Required by GS)
- ☐ Press Release
- ☐ Website
- ☐ Survey
- ☐ None Required

Summary

The public hearing date has changed from September 3, 2024 to September 16, 2024 resulting in adoption of a new resolution. This replaces resolution #2024-85.

Funding Source

N/A

Corresponding Documentation

[2024-88 Resolution Directing the Clerk To Set Date for PH. NCRR Annexation](#)

Submitted By: Heidi Holland, Clerks

Reviewed By:

Heidi Holland, Town Clerk

Approved - Aug 20 2024

**TOWN OF CLAYTON
RESOLUTION DIRECTING THE CLERK TO SET THE DATE FOR A
PUBLIC HEARING FOR
A PETITION RECEIVED UNDER NC G.S. 160A-31
Resolution: 2024-88**

WHEREAS, a petition requesting annexation of the area described herein has been received; and

WHEREAS, the Town Council has by resolution directed the Town Clerk to investigate the sufficiency of the petition; and

WHEREAS, certification by the Town Clerk as to the sufficiency of the petition has been made.

NOW, THEREFORE, BE IT RESOLVED by the Town Council of the Town of Clayton that:

SECTION 1. A public hearing on the question of annexation of the area described herein will be held at the Clayton Town Hall, Chambers, at 6:00 p.m. on Monday, September 16, 2024.

SECTION 2. The area proposed for annexation is described as follows:

Contiguous and approximately 72.32 acres of vacant property within the Town's ETJ.

Pin# 166808-78-6185

SECTION 3. Notice of the public hearing shall be published in the Johnstonian News, a newspaper having general circulation in the Town of Clayton, at least ten days prior to the date of the public hearing.

Duly adopted this 3rd day of September 2024, while in regular session.

ATTEST:

Jody L. McLeod
Mayor

Heidi Holland, CMC, NCCMC
Town Clerk

DESCRIPTION/ADDRESS:

Pin #: 166808-78-6185 Contiguous; 72.32 acres



Town Council Regular Meeting Agenda Cover Sheet

Meeting Date

September 3, 2024

Agenda Location

CONSENT AGENDA

Item Title

NCDOT Road Closure Request

Presenter(s)

Amy Shearin, Community Events and Engagement Coordinator

Suggested Action

Place on Consent Agenda

Strategic Priorities Alignment



☐
Think Clayton
(Administrative)



☐
Think Arts &
Culture



☒
Think
Downtown



☐
Think
Economic
Development



☐
Think Land
Use &
Housing



☐
Think
Mobility



☐
Think Parks,
Recreation
& Natural
Resources



☐
Think Public
Services &
Infrastructure

Public Hearing: No

If Approved, Will Document Require Recordation? No

Does This Item Require a Communication Plan?

- ☐ Public Hearing (Required by GS)
- ☐ Newspaper Notice (Required by GS)
- ☐ Public Forum/Input Session
- ☐ E-News Distribution
- ☐ Social Media
- ☐ Special Mailing

- ☐ Public Hearing (Not Required by GS)
- ☐ Newspaper Notice (Not Required by GS)
- ☐ Press Release
- ☐ Website
- ☐ Survey
- ☒ None Required

Summary

NC DOT required resolution for closure of DOT roadways utilized during town sponsored events this fall, including Harvest Festival and Homecoming Parade

Funding Source

N/A

Corresponding Documentation

[Oct 25 CLAYTON HARVEST FESTIVAL](#)

[Oct 27 CLAYTON HARVEST FESTIVAL](#)

[Oct 2 Homecoming Parade](#)

Submitted By: Amy Shearin, Economic Development

Reviewed By:

Heidi Holland, Town Clerk

Approved - Aug 28 2024

**CLAYTON HARVEST FESTIVAL
SPECIAL EVENT REQUEST ROAD CLOSURE**

WHEREAS, the Clayton Town Council acknowledges the Clayton Harvest Festival as a beloved tradition for its residents; and

WHEREAS, the Clayton Town Council acknowledges the Clayton Harvest Festival will require signage and traffic control prior to the start of and until its completion.

NOW THEREFORE BE IT ORDAINED by the Clayton Town Council pursuant to the authority granted by NCGS 20-169 that they do hereby declare a temporary road closure during the following day and times as set below on the following portion of a North Carolina State Road:

Date: Friday – October 25, 2024

Times: 5:00 p.m. – 9:00 p.m.

Road Closures: Main Street (from O’Neil Street to Fayetteville Street) NCDOT Maintained

Fayetteville Street (from Main Street to Second Street) TOC Maintained

FURTHER, this ordinance will remain in effect for only the dates and times as stated above.

Duly adopted this the 3rd day of September 2024 while in regular session.

Jody L. McLeod
Mayor

ATTEST:

Heidi L. Holland, CMC, NCCMC
Town Clerk

**CLAYTON HARVEST FESTIVAL
SPECIAL EVENT REQUEST ROAD CLOSURE**

WHEREAS, the Clayton Town Council acknowledges the Clayton Harvest Festival as a beloved tradition for its residents; and

WHEREAS, the Clayton Town Council acknowledges the Clayton Harvest Festival will require signage and traffic control prior to the start of and until its completion.

NOW THEREFORE BE IT ORDAINED by the Clayton Town Council pursuant to the authority granted by NCGS 20-169 that they do hereby declare a temporary road closure during the following day and times as set below on the following portion of a North Carolina State Road:

Date: Sunday – October 27, 2024

Time: 9:00 a.m. – 6:00 p.m.

Road Closures: Main Street (from O’Neil Street to Fayetteville Street) NCDOT Maintained

Fayetteville Street (from Main Street to Second Street) TOC Maintained

FURTHER, this ordinance will remain in effect for only the dates and times as stated above.

Duly adopted this the 3rd day of September 2024 while in regular session.

Jody L. McLeod
Mayor

ATTEST:

Heidi L. Holland, CMC, NCCMC
Town Clerk

**CLAYTON HIGH HOMECOMING PARADE
ROAD CLOSURE REQUEST**

WHEREAS, the Clayton Town Council acknowledges the Clayton High School Homecoming Parade as a beloved tradition for its residents; and

WHEREAS, the Clayton Town Council acknowledges the Clayton High School Homecoming Parade will require signage and traffic control prior to the start of and until its completion.

NOW THEREFORE BE IT ORDAINED by the Clayton Town Council pursuant to the authority granted by NCGS 20-169 that they do hereby declare a temporary road closure during the following day and times as set below on the following portion of a North Carolina State Road:

Date: Wednesday, October 2, 2024

Times: 5:30 – 7:30 pm

NCDOT Maintained Road Closures:

- Main Street from O'Neil Street to Smith Street
- Lombard Street from Main Street to Second Street

Town of Clayton Maintained Road Closures

- Fayetteville Street from Hamby to First Street
- Second Street from Hardy Street to O'Neil Street
- Church Street from Horne Street to First Street
- Barbour Street from Horne Street to Main Street

FURTHER, this ordinance will remain in effect for only the dates and times as stated above.

Duly adopted this the 3rd day of September 2024 while in regular session.

Jody L. McLeod
Mayor

ATTEST:

Heidi L. Holland, CMC, NCCMC
Town Clerk



Town Council Regular Meeting Agenda Cover Sheet

Meeting Date

September 3, 2024

Agenda Location

CONSENT AGENDA

Item Title

TOC Project 2020-62-SDM: Final Acceptance of the Public Water and Sewer Utilities for Champion West Subdivision

Presenter(s)

Chris Rowland, Engineering

Suggested Action

Adoption of Resolution

Strategic Priorities Alignment



☐
Think Clayton
(Administrative)



☐
Think Arts &
Culture



☐
Think
Downtown



☐
Think
Economic
Development



☐
Think Land
Use &
Housing



☐
Think
Mobility



☐
Think Parks,
Recreation
& Natural
Resources



☒
Think Public
Services &
Infrastructure

Public Hearing: No

If Approved, Will Document Require Recordation? No

Does This Item Require a Communication Plan?

- ☐ Public Hearing (Required by GS)
- ☐ Newspaper Notice (Required by GS)
- ☐ Public Forum/Input Session
- ☐ E-News Distribution
- ☐ Social Media

- ☐ Public Hearing (Not Required by GS)
- ☐ Newspaper Notice (Not Required by GS)
- ☐ Press Release
- ☐ Website
- ☐ Survey

☐ Special Mailing

☐ None Required

Summary

Public utilities (water and sewer), their easements, and applicable apparatuses are required to be designed and built according to the Town of Clayton Manual of Standards, Specifications, and Design. The subject public utilities have been verified through testing and inspections to be installed per the Town's Manual of Standards, Specifications, and Design and have been certified and approved by the appropriate regulatory agencies. Engineering staff recommends final acceptance of the subject public utility infrastructure for permanent maintenance.

Funding Source

N/A

Corresponding Documentation

[Final Utility Acceptance Resolution 8-22-24](#)

Submitted By: Chris Rowland, Engineering

Reviewed By:

Joshua Baird, Water Resources Director	Approved - Aug 28 2024
Sam Johnson-Phillips, Deputy Town Clerk	Approved - Aug 28 2024
Heidi Holland, Town Clerk	Approved - Aug 28 2024

**RESOLUTION TO ACCEPT PUBLIC UTILITIES INTO THE TOWN OF CLAYTON PUBLIC UTILITY SYSTEM
FOR MAINTENANCE – CHAMPION WEST**

WHEREAS, public utilities (water and sewer), their easements, and applicable apparatuses are required to be designed and built according to the Town of Clayton Manual of Standards, Specifications and Design; and

WHEREAS, the public utility segments listed below have been certified and approved by the appropriate regulatory agencies; and

WHEREAS, the public utility segments listed below were placed under a warranty period for one-year to monitor for construction deficiencies, which has subsequently expired and;

WHEREAS, Town of Clayton Engineering staff has inspected the public utility segments listed below on and recommends final acceptance by Town Council for operation and maintenance by the Town and;

NOW, THEREFORE, BE IT RESOLVED that the Town Council of the Town of Clayton, North Carolina accept this list of public utilities and their apparatuses into the Town of Clayton Public Utility System.

SUBDIVISION	LOCATION DESCRIPTION	UTILITY TYPE AND SIZE	LENGTH(LF)
Champion West	Curren Drive	6" Waterline	307.0
Champion West	N. Lenny Drive	6" Waterline	105.0
Champion West	S. Lenny Drive	6" Waterline	185.0
TOTAL			597.0

SUBDIVISION	LOCATION DESCRIPTION	UTILITY TYPE AND SIZE	LENGTH(LF)
Champion West	Curren Drive	8" Sanitary Sewer	319.0
Champion West	N. Lenny Drive	8" Sanitary Sewer	70.0
Champion West	S. Lenny Drive	8" Sanitary Sewer	114.0
TOTAL			503.0

Duly adopted this the 3rd day of September 2024.

Jody McLeod
Mayor

ATTEST:

Heidi L. Holland, CMC, NCCMC
Town Clerk

**TOWN OF CLAYTON
PROCLAMATION
NCSDAR
(NC State Society Daughters of the American Revolution)**

WHEREAS, September 17, 2024, marks the two hundred and thirty-sixth anniversary of the drafting of the Constitution of the United States of America by the Constitutional Convention; and

WHEREAS, it is fitting and proper to accord official recognition to this magnificent document and its memorable anniversary; and to the patriotic celebrations which will commemorate the occasion; and

WHEREAS, Public Law 915 guarantees the issuing of a proclamation each year by the President of the United States of America designating September 17 through 23 as Constitution Week.

NOW, THEREFORE, on behalf of the Clayton Town Council, we hereby proclaim the week of September 17 through 23 as

CONSTITUTION WEEK

AND ask our citizens to reaffirm the ideals of the Framers of the Constitution in 1787 by vigilantly protecting the freedoms guaranteed to us through this guardian of our liberties, remembering that lost rights may never be regained.

Proclaimed this the 3rd day of September 2024.

Jody L. McLeod
Mayor