



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

Council Present:

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

**Joined Remotely*

Staff Present:

Rich Cappola, Town Manager
Jim Cauley, Town Attorney
Heidi Holland, Town Clerk
Dolores Gill, Deputy Town Manager
Robert McKie, Finance Director
David Ranes, Fire Chief
Joshua Baird, Water Resources Director
Conrad Olmedo, Planning Director
Louis Duffie, Asst. Program Manager

Council Absent:

None

Guests Present:

Adam Sharpe, HDR

1. CALL TO ORDER

- a. Call to Order

Mayor McLeod called the meeting to order at 6:05 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:	Porter Casey
SECONDER:	Andria Archer
YES:	Porter Casey, Andria Archer, Michael Sims, Gretchen Williams, and Ruth Anderson*
NO:	None

3. **CONSENT AGENDA**

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

Approve Consent Agenda as Presented

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

4. **ADMINISTRATIVE ITEMS**

- a. Clayton4U
Presenter: Nathanael Shelton, Communication Director

Ms. Gill presented this video which spoke of the process of obtaining a permit.

5. **INTRODUCTIONS AND SPECIAL PRESENTATIONS**

- a. NCSDAR Proclamation
Presenter: Council Member Casey to Present to DAR Member

Council Member Casey read the proclamation into the record and presented to Fran, President of the Smithfield Chapter of the DAR. She thanked Council for the proclamation. She stated every year on September 17th, the organization celebrates Bells Across America. She invited all to come to the Smithfield Courthouse steps to ring bells on this date at 4:00 p.m. to celebrate the 1787 signing of the Constitution.

6. **PUBLIC HEARINGS**

7. **QUASI-JUDICIAL HEARING**

8. **OLD BUSINESS**

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

Mr. Duffie and Mr. Sharpe provided an update on Town projects. Mr. Sharpe provided a 90-120 look ahead. He shared the primary projects: Sam's Branch WRF (nearing 60% completion with a little over 1 year remaining), Clayton-Raleigh Pump Station Expansion (under construction), Little Creek Transmission (construction is complete), Little Creek Pump Station (construction is complete), and ECIA Pump Station & Transmission (out for bidding – target completion date is early 2026). The ECIP Pump Station and Transmission would take all flow from East Clayton industrial area and bring it back to Sam's Branch.

Mr. Duffie shared updated photos of the progress of Sam's Branch Water Reclamation Facility. He stated the seven tanks are completed and have been tested. The influent pump station is complete in terms of excavation and back filling. The admin building is nearing completion, and the water retention pond has been excavated. Shared was a time-lapsed video.

In the next 3-4 months a milestone to hit would be to hydraulic test the bioreactor. A lot of process equipment would be delivered for installation and testing.

Mr. Sharp shared a chart of all projects and their financials. He stated the projects have been tracking right along in a relatively predictable manner. He discussed the long-standing agreement with Raleigh Water to send Raleigh wastewater for treatment. He stated the Town now has an industrial user permit with the City of Raleigh to be able to send some nonproduction waste streams.

He discussed thoughts for the future and what phase two would look like; what the liquid stream capacity expansion would look like, what the solid expansion side would look like, and where everything would go when thinking about going from 6 to 10 MGD. He stated they are looking possibly beyond 10 MGD so enough space could be reserved in the future.

b. Utility Regionalization Update

Presenter: Lee Worsley, Central Pines Regional Council

Mr. Worsley stated the role of Central Pines is to be a neutral third-party entity to help guide conversations and to help all Johnston County local government think about what steps to take. No final decisions have been made but good conversations are continuing.

He discussed the importance of collaboration to include sharing ideas and expertise, sharing of risks, taking advantage of economy of scale, trust-building, more robust grant and funding opportunities, limiting redundant infrastructure, potential sharing of staff and equipment, and joint opportunities for construction and maintenance.

He discussed existing collaborations. He stated a lot of communities in Johnston County have expressed their interest in regionalization. Although collaboration already exists, several communities wish to form robust interlocal agreements with their neighbors.

He discussed the 3-year goal which is to see what it would take to form a county-wide self-contained Water and Sewer Authority. No final decisions have been made and every local government that desires to participate would have the opportunity. Shared was a potential 3-year timeline for Year 1 if a Water and Sewer Authority is pursued. This timeline was provided to the commissioners. He stated the group that has been meeting is a group of elected officials, one from each of the local governments. This group would be called the Policy Committee. A Technical Advisory Committee would then be formed, which would be made up of technical experts from each of the local governments. The other committee to be formed would be the Near-Term ILA Committee.

Years 2-3 would be the potential adoption of the interlocal agreements, continuing to look at infrastructure, continuing to look at legalities and rates, and continuing to do stakeholder engagement.

Shared was an organizational flow chart. If a Water and Sewer Authority would be formed, the Policy Committee and Technical Committees would go away. There would be an Authority Board that would appoint their own committees.

Shared were recommendations; immediately begin working on strong draft ILA with towns of Kenly, Micro, Princeton, Pine Level and Johnston County; continuing existing collaborations efforts on current needs; all Johnston County local governments continue the policy committee and forming the Technical Advisory Committee. The ultimate goal is to ensure access to clean, efficient water and sewer to best serve all of Johnston County's residents.

Council Member Casey stated we need to be mindful and intentional of what we do moving forward. He thanked Mr. Worsley for what he has done. Mayor Pro Tem Sims thanked Mr. Worsley for being here. He stated the Town would continue to be a part of this moving forward.

Immediate next steps include re-affirm commitment to Exploration of Collaboration; establish Policy and Technical Advisory Committees; work on near-term ILA agreements; and to develop stakeholder engagement plan.

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)

Motion To Go Into Closed Session

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

Motion To Return To Open Session

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

13. ADJOURNMENT

- a. Adjourn

With nothing further, the meeting was adjourned at 7:30 p.m.

Motion To Adjourn

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

Duly adopted this 16th day of September 2024, while in regular session.



Jody L. McLeod
Mayor

ATTEST:



Sam Johnson-Phillips
Deputy Town Clerk

