



**Town of Clayton**  
**Regular Town Council Meeting Minutes**  
**Monday, February 5, 2024 at 6:00 PM**  
**Council Chambers, Town Hall**  
**111 E. Second Street**

**Council Present:**

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

**Staff Present:**

Rich Cappola, Town Manager  
Jim Cauley, Town Attorney  
Lee Barbee, Deputy Town Manager  
Robert McKie, Finance Director  
Greg Tart, Police Chief  
Nathanael Shelton, Communications Officer  
David Ranes, Fire Chief  
Joshua Baird, Engineering Director  
Conrad Olmedo, Planning Director  
Sam Johnson-Phillips, Deputy Town Clerk  
Patrick Pierce, Economic Development Director  
Bruce Venable, Planner  
Louis Duffie, Asst. Program Manager

**Council Absent:**

Council Member Porter Casey

**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**

|                  |                                                                   |
|------------------|-------------------------------------------------------------------|
| <b>RESULT:</b>   | <b>CARRIED 4-0</b>                                                |
| <b>MOVER:</b>    | Michael Sims                                                      |
| <b>SECONDER:</b> | Andria Archer                                                     |
| <b>YES:</b>      | Andria Archer, Michael Sims, Gretchen Williams, and Ruth Anderson |
| <b>NO:</b>       | None                                                              |
| <b>ABSENT:</b>   | Porter Casey                                                      |

### 3. **CONSENT AGENDA**

- a. Minutes
  - January 16, 2024 - Closed Session

*Presenter:* Heidi Holland, Town Clerk
- b. Circulation Policy

*Presenter:* Joy Garretson, Library Director
- c. Resolution To Accept Public Utilities into The Town of Clayton Public Utility System for Maintenance – Walk at East Village Phase 3A, 3B & 3C.

#### **Adopt Consent Agenda as Presented**

|                  |                                                                   |
|------------------|-------------------------------------------------------------------|
| <b>RESULT:</b>   | <b>CARRIED 4-0</b>                                                |
| <b>MOVER:</b>    | Michael Sims                                                      |
| <b>SECONDER:</b> | Andria Archer                                                     |
| <b>YES:</b>      | Andria Archer, Michael Sims, Gretchen Williams, and Ruth Anderson |
| <b>NO:</b>       | None                                                              |
| <b>ABSENT:</b>   | Porter Casey                                                      |

### 4. **ADMINISTRATIVE ITEMS**

### 5. **INTRODUCTIONS AND SPECIAL PRESENTATIONS**

- a. Recognition of Boy Scout Troop 57

*Presenter:* Mayor McLeod

Mayor McLeod recognized Boy Scout Troop 57, who was present in the audience this evening. He stated he is very excited to have them tonight. He shared history on this troop.

- b. Student Art Proclamation

*Presenter:* Mayor McLeod to Present to Susan Johnson, Art Festival Chair

Ms. Johnson stated she was here to ask for this proclamation tonight to designate the month of February as Student Art Month. Mayor McLeod read the proclamation and presented this to Ms. Johnson.

- c. National School Resource Office Day Proclamation

*Presenter:* Mayor McLeod to Present to Police Department

Mayor McLeod read the proclamation and presented this to the Police Department.

- d. Engineers Week Proclamation

*Presenter:* Mayor McLeod to Present to Engineering

Mayor McLeod read the proclamation and presented this to the Engineering Department.

- e. Special Presentation

*Presenter:* Chief Ranes, Fire Chief

Chief David Raney stated he was here to present a lifetime award to a special member of the Town. He stated it's with honor and pride that he presents the Lifetime Membership Award from the International Association of Fire Chiefs to Deputy Town Manager Lee Barbee. This membership is widely recognized as a hallmark of commitment to excellence and professional development in the field of fire and emergency services. The membership signifies a dedication to staying informed, connected, and prepared to meet the challenges of a dynamic and ever evolving emergency services landscape.

For almost five decades Deputy Town Manager Barbee has dedicated his life to the service of the community as a distinguished member of the Fire Department. His journey spans 48 years with the department during which he served as Fire Chief for 32 of those years. Under his guidance the department has not only met but exceeded expectations taking on challenges with resilience and determination. His leadership has not only elevated the fire department but has set a standard of excellence that resonates throughout the community.

Today we honor a man whose legacy is etched in the department's history. He stated he proudly presents this award to Chief Barbee.

Chief Barbee stated he certainly appreciates this. He stated when he had the opportunity to attend the Chief's conference last week the executive director asked him how many lifetime memberships he needed, Chief Barbee told him only one; he stated he was not expecting this.

Mayor McLeod stated the one thing that stands out about this evening is in the write up, it states in recognition of 48 years of unwavering service with 32 years of exceptional leadership. He stated that tells him Chief Barbee did not start out as a leader or as the Chief, he started from the ground up. He commended him for working his way up making a difference along the way. He thanked Chief Barbee's family for sharing him with the Town for all those years. He congratulated Chief Barbee.

## **6. PUBLIC HEARINGS**

### **a. Road Renaming**

*Presenter:* Patrick Pierce, Economic Development Director

Mr. Pierce presented this item. He stated this is a public hearing for two proposed road renaming's. NCDOT has gone through the process of converting US 70 to Interstate 42. It is currently dual-shielded as I-42 and US 70 and it is estimated this fall I-42 would replace US 70. In doing so, there would not need to be a business route, this would revert to US 70. Shared was a slide that showed three segments being converted. This is part of a larger project to create I-42 all the way from that interchange to the coast.

In doing so, this creates the issue of having multiple 42s which is a big issue for public safety. NCDOT is proposing to convert portions of NC 42 to NC 36; this would also eliminate a segment of 42 between where the current 70 interchange is with NC 42 by the hospital.

Shared was a graphic showing the segment that would be I-36 which would start at 42 and business 70. A portion of Ranch Road would be the first piece of I-36. The segment of US 70 to where UNC Health Johnston is segment C and all the way to NC 50 would be renamed to NC 36.

To date, there have been several public meetings held by NCDOT, two Town Council work sessions, and Johnston County held a public hearing on January 2, 2024, regarding this; this has been picked up in the media.

The proposed solution would be to rename from the Wake Johnston County line to the current US 70 Business interchange, that segment of current Business 70 would change to Clayton Boulevard. It is recommended also from current US 70 Business where Lombard Street goes underneath that, out to the Wake Johnston County line be renamed Veterans Parkway.

If this is approved tonight, the next step is Johnston County would likely have a public hearing on the Business 70 portion, then submit to NCDOT. They would have to purchase signs so there is a process to go through there. Implementation is scheduled for Fall of 2024. There has been discussion with the Communications Department to notify the public.

Attorney Cauley stated when the ordinance was drafted, they were unsure of the exact effective date so the ordinance in the agenda packet has a blank for the effective date. With not being sure of the effective date, one option would be to put upon approval by NCDOT.

Mayor McLeod stated this has been noted as a public hearing and asked if anyone wished to speak.

With no one wishing to speak the public hearing was closed and this item was turned over to Council for their deliberation.

**Motion to Approve Ordinance Effective as of the NCDOT Approval Date**

|                  |                                                                   |
|------------------|-------------------------------------------------------------------|
| <b>RESULT:</b>   | <b>CARRIED 4-0</b>                                                |
| <b>MOVER:</b>    | Andria Archer                                                     |
| <b>SECONDER:</b> | Michael Sims                                                      |
| <b>YES:</b>      | Andria Archer, Michael Sims, Gretchen Williams, and Ruth Anderson |
| <b>NO:</b>       | None                                                              |
| <b>ABSENT:</b>   | Porter Casey                                                      |

**7. OLD BUSINESS**

a. WRF Update

*Presenter:* Louis Duffie, Asst. Program Manager & Adam Sharpe, HDR

Mr. Duffie provided an update. Adam Sharpe with HDR was present. This is a quarterly update on where the projects stand. Mr. Sharpe stated there are five key

projects here, Little Creek Transmission was a new forcemain and gravity that was constructed from the current Little Creek facility all the way to the new location of Sam's Branch. This project is 100% complete. Little Creek Pump Station is nearing 100% completion. This pump station would essentially facilitate the decommissioning of the aging Little Creek Water Reclamation Facility and transfer all flow to the new Sam's Branch facility. Sam's Branch Facility is nearing 35% completion.

Adjacent to Sam's Branch is a pump station built a number of years ago to transfer wastewater to the City of Raleigh's treatment facility; that is undergoing an expansion. The contractor doing the treatment plan was also the most responsive low bidder, so they are doing the pump station expansion as well. Right now they are under contract working through equipment submittals and expecting equipment in the next few months. Construction startup is expected in March-April timeframe with a completion date of the end of this year. ECIA Pump Station and Transmission is undergoing expansion from 3 to 7 mgd and a new forcemain is being constructed. This project is in permitting and easement acquisition with a 90-120 day look ahead.

Mr. Duffie provided a graphic of the future look of Sam's Branch. In the next couple months, the goal is to finish the biological BNR and be able to start bringing soil up and building the valve vault. He stated they are making good progress. Regarding the Little Creek Pump Station, when Sam's Branch is online, Little Creek Pump Station would take all current flow going to Little Creek off Little Creek and pump it to Sam's Branch. Shared were photos of the progress.

Mr. Sharpe stated the goal is to let Council know they are tracking progress and things are on schedule as best as they can be. He discussed the issues of materials being unavailable and supply chain issues. He stated they are watching everything closely.

Mayor McLeod stated this is reassuring to know we have the right people in place to make this happen.

## 8. NEW BUSINESS

- a. Municipal Accounting Services, Cybersecurity and Technical Assistance Memorandum of Agreement

Mr. Cappola presented this item. The League of Municipalities reached out to the Town and let us know they have been granted ARPA funding to provide specific services member communities. One of those being cyber security and technical assistance regarding IT. He stated we have been under a process to convert the Town from what was a third-party management system to the Town's own on premise and managed by Town staff. A cyber security assessment was done, and we've been able to advance many initiatives to move off prior contractors' equipment. The Town will ask the League of Municipalities to utilize some of the ARPA funds to perform another cyber assessment. There would be no cost to the Town.

### Adoption of Resolution #2024-12

|                |                    |
|----------------|--------------------|
| <b>RESULT:</b> | <b>CARRIED 4-0</b> |
| <b>MOVER:</b>  | Michael Sims       |

|                  |                                                                   |
|------------------|-------------------------------------------------------------------|
| <b>SECONDER:</b> | Andria Archer                                                     |
| <b>YES:</b>      | Andria Archer, Michael Sims, Gretchen Williams, and Ruth Anderson |
| <b>NO:</b>       | None                                                              |
| <b>ABSENT:</b>   | Porter Casey                                                      |

## 9. STAFF REPORTS

### a. Town Manager

Mr. Cappola stated he appreciates everyone that participated in the ride along this afternoon.

### b. Town Attorney

### c. Town Clerk

### d. Other Staff

## 10. OTHER BUSINESS

### a. Informal Discussion & Public Comment

- Individuals have three (3) minutes to address the Town Council.
- Groups will designate a spokesperson. The spokesperson will have five (5) minutes to address the Town Council.

### b. Council Comments

Council Member Archer congratulated Chief Barbee on his award.

## 11. CLOSED SESSION

- a. To Discuss Legal Matter in Accordance with NC GS 143-318-.11(a)(3); To Discuss Economic Development NC GS 143-318-.11(a)(4); and To Discuss Purchasing of Real Property in Accordance with NC GS 143-318.11(a)(5)

### Motion To Go Into Closed Session

|                  |                                                                   |
|------------------|-------------------------------------------------------------------|
| <b>RESULT:</b>   | <b>CARRIED 4-0</b>                                                |
| <b>MOVER:</b>    | Michael Sims                                                      |
| <b>SECONDER:</b> | Andria Archer                                                     |
| <b>YES:</b>      | Andria Archer, Michael Sims, Gretchen Williams, and Ruth Anderson |
| <b>NO:</b>       | None                                                              |
| <b>ABSENT:</b>   | Porter Casey                                                      |

### Motion To Return To Open Session

|                  |                                                                   |
|------------------|-------------------------------------------------------------------|
| <b>RESULT:</b>   | <b>CARRIED 4-0</b>                                                |
| <b>MOVER:</b>    | Andria Archer                                                     |
| <b>SECONDER:</b> | Ruth Anderson                                                     |
| <b>YES:</b>      | Andria Archer, Michael Sims, Gretchen Williams, and Ruth Anderson |

|                |              |
|----------------|--------------|
| <b>NO:</b>     | None         |
| <b>ABSENT:</b> | Porter Casey |

**12. ADJOURNMENT**

a. Adjourn

With nothing further, the meeting was adjourned at 8:41 p.m.

**Motion To Adjourn**

|                  |                                                                   |
|------------------|-------------------------------------------------------------------|
| <b>RESULT:</b>   | <b>CARRIED 4-0</b>                                                |
| <b>MOVER:</b>    | Andria Archer                                                     |
| <b>SECONDER:</b> | Ruth Anderson                                                     |
| <b>YES:</b>      | Andria Archer, Michael Sims, Gretchen Williams, and Ruth Anderson |
| <b>NO:</b>       | None                                                              |
| <b>ABSENT:</b>   | Porter Casey                                                      |

Duly adopted by the Town Council this 19<sup>th</sup> day of February 2024 while in regular session.

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Jody L. McLeod  
Mayor

ATTEST:

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Heidi L. Holland, CMC, NCCMC  
Town Clerk