



**Town of Clayton
Regular Town Council Meeting Minutes
Tuesday, January 3, 2023 at 6:00 PM
Council Chambers, Town Hall
111 E. Second Street**

Council Present:

Mayor Jody McLeod
Mayor Pro Tem Jason Thompson
Council Member Porter Casey
Council Member Avery Everett
Council Member Andria Archer
Council Member Michael Sims

Staff Present:

Rich Cappola, Town Manager
Jim Cauley, Town Attorney
Dolores Gill, Deputy Town Manager
Lee Barbee, Interim Deputy Town Manager/Fire Chief
Heidi Holland, Town Clerk
Robert McKie, Finance Director
Greg Tart, Police Chief
Joshua Baird, Engineering Director
Nathanael Shelton, Communications Officer
Joy Garretson, Library Director
Mel Poole, Circulation Supervisor
Ann Game, Revenue & Utility Cust. Service Director
Darcy Aman, Customer Service Representative

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.

Approval of the Agenda as Presented

RESULT:	CARRIED 5-0
MOVER:	Avery Everett
SECONDER:	Michael Sims
YES:	Jason Thompson, Porter Casey, Avery Everett, Andria Archer, and Michael Sims
NO:	None

3. CONSENT AGENDA

- a. Johnston County Economic Development Advisory Board Recommendation
 - Patrick Pierce, Economic Development Director
- b. Resolution 2023-01 Granting Wastewater Treatment Capacity to 2022-68-SP: Calamar Senior Living Facility
Presenter: Jonathan K. Jacobs, PE, CFM - Assistant Engineering Director

Approval of Consent Agenda as Presented

RESULT:	CARRIED 5-0
MOVER:	Avery Everett
SECONDER:	Porter Casey
YES:	Jason Thompson, Porter Casey, Avery Everett, Andria Archer, and Michael Sims
NO:	None

4. ADMINISTRATIVE ITEMS

- a. Purchase/Training of New K9
Presenter: Greg Tart, Police Chief

Chief Tart stated he is requesting permission to use money that has been set aside from the Federal Asset Forfeiture Program. This program is a Federal Government that adopts a case and prosecutes in federal court. Clayton Police Department participates in the program which allows them to receive a percentage of the assets seized. This money can not be used to supply budget items or line items. He stated K-9 Raven will retire later this year and he is trying to get ahead of the game with purchasing and training another K-9. The request is asking to use the Federal funds to purchase and train a new K-9.

Approval of Purchase/Training of New K9

RESULT:	CARRIED 5-0
MOVER:	Jason Thompson
SECONDER:	Avery Everett
YES:	Jason Thompson, Porter Casey, Avery Everett, Andria Archer, and Michael Sims
NO:	None

- b. Purchase of Idemia Live Scan Fingerprint System
Presenter: Greg Tart, Police Chief

Chief Tart stated this is a similar request to use Federal Asset Forfeiture Program money to purchase a live scan fingerprint system. He discussed the process of the Sheriff's Office fingerprint system. He stated they receive requests every day for fingerprints and currently they do not have the capability to do that. With this system, the department could provide fingerprint services to the public, town employees and would help investigators on cases. It is a 60-90 day turn-around to receive this machine and have it connected with

the FBI and SBI. There would be a fee to the public for this service. The cost for this machine is \$22,000.

Approval of Purchase of Idemia Live Scan Fingerprint System

RESULT:	CARRIED 5-0
MOVER:	Jason Thompson
SECONDER:	Avery Everett
YES:	Jason Thompson, Porter Casey, Avery Everett, Andria Archer, and Michael Sims
NO:	None

5. INTRODUCTIONS AND SPECIAL PRESENTATIONS

a. Employee Introductions

- Darcy Aman, Part-Time Customer Service Representative

Presenter: Ann Game, Revenue & Utility Customer Service Director

- Melissa Poole, Circulation Supervisor

Presenter: Joy Garretson, Library Director

Ms. Game introduced Darcy Aman who is our new part-time Customer Service Representative. She is a graduate of Corinth Holders High School and UNC Greensboro. She stated she wowed her with her enthusiasm and is excited to have her. Ms. Aman stated she is excited for this opportunity.

Ms. Garretson introduced Mel Poole, new Circulation Supervisor. She has been here since November. She brings a number of years of experience as a circulation supervisor. She comes with a lot of knowledge of best practices and has helped update some of the library's processes. Ms. Poole stated she is happy to be here.

Mayor McLeod and Council welcomed them both.

6. PUBLIC HEARINGS

7. OLD BUSINESS

8. NEW BUSINESS

9. STAFF REPORTS

a. Town Manager

Mr. Cappola stated he is looking forward to a lot of great things in 2023. A few dates to mention; the Winter Blood Drive will be held at the Clayton Center on January 13th, Confederate Railroad will perform at the Clayton Center on January 14th and the Town will be closed on Monday, January 16th in observance of Martin Luther King, Jr. Day.

b. Town Clerk

c. **Other Staff**

Christmas with a Cop

Presenter: Greg Tart, Police Chief

Parks Bond Update

Presenter: Joshua Baird, Engineering Director

Christmas with a Cop

Presenter: Greg Tart, Police Chief

Chief Tart stated on December 20th, 2022, staff from the Police Department visited 9 families in Town. 30 kids received gifts, over 300 gifts were distributed. He thanked Walmart, Food Lion of Smithfield and Springbrook in Clayton for their generous donations. He also thanked his police officers and their families who also donated, as well as their time for wrapping these gifts. He also thanked his assistants, Meredith Mumford and Lara Keating-Lopez for all their help with this. He described how rewarding it was to be able to participate in this and help these families. Shared was a video of the event.

Parks Bond Update

Presenter: Joshua Baird, Engineering Director

Mr. Baird provided an update on the Parks Bond from 2018. With Council's approval they have proceeded with Municipal Park and East Clayton. He stated Municipal Park opened this summer. The contractor was Balfour Beatty and was set up as a design build, that team was Balfour Beatty and McAdams. That total contract was just under \$6.5 million. The only remaining items are trees to be planted which have been completed today. He stated we are still within the original contract amount and have been able to include additional grading and landscaping.

The contract for East Clayton Park was originally awarded to JM Thompson and was approximately \$4.5 million. NTP issued a notice to proceed in March. The total contract time was 40 weeks, the performance period ended in December, however, the contractor is still working. They ran into performance issues. There have been notices sent including one letting the contractor know the contract time has lapsed. He stated they are continuing to work with the contractor and legal team to make sure the project does continue moving forward. They are planning to assess liquidated damages for the continued closure as the project draws out.

The third bond sale is Clayton Community Park and the Community Center area. 90% of the drawings were received this week for the park. All projects have gone through the TRC reviews. Upon completion and review by all departments, staff will reaffirm that budget to make sure it is still on track and then look to bid the project in the next couple months with hopes to start construction in the spring.

Council Member Casey asked, in regard to East Clayton Park, are there any concerns about those fields being ready for the spring? Mr. Baird stated letters and notices have been provided to the contractor and staff feels confident the contractors would be able to complete it. He stated at this time they are mindful of this and working with staff and legal team to be sure they will be on track.

Council Member Sims asked what the original bond amount was. Mr. Baird stated the total bond amount was \$18 million. Council Member Sims asked what Mr. Baird thought the Community Park would cost, Mr. Baird stated there is \$4.5 million left on the GEO bond. He stated there has been surplus on the front end, but they are estimating for around \$4.5 to \$5 million.

- d. Town Attorney

10. OTHER BUSINESS

- a. Informal Discussion & Public Comment
- Individuals have three (3) minutes to address the Town Council.
 - Groups will designate a spokesperson. Spokesperson will have five (5) minutes to address the Town Council.
- b. Council Comments

Mayor Pro Tem Thompson stated he would like to acknowledge an email was received from Christine Livingston who was unable to be here tonight. The email is regarding a general inquiry regarding her K-9 program. This email would be forwarded to the Police Chief and management team for input.

He stated today Council has received great input from staff. He stated it amazes him the level of service and we have been able to continue to raise the bar. He stated the Town has strong leaders from the Executive Team to all the Department Heads. He stated the Town is hiring great people and the elected officials appreciate Town staff.

11. CLOSED SESSION

12. ADJOURNMENT

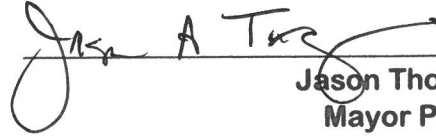
- a. Adjourn

With nothing further, the meeting was adjourned at 6:22 p.m.

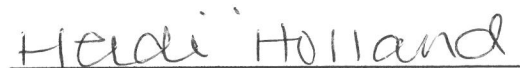
Motion to Adjourn

RESULT:	CARRIED 5-0
MOVER:	Jason Thompson
SECONDER:	Avery Everett
YES:	Jason Thompson, Porter Casey, Avery Everett, Andria Archer, and Michael Sims
NO:	None

Duly adopted this the 17th day of January, 2023, while in regular session.


Jason Thompson
Mayor Pro Tem

ATTEST:


Heidi Holland, CMC, NCCMC
Town Clerk

