



Town of Clayton
Regular Town Council Meeting Minutes
Monday, February 21, 2022 @ 6:00 PM
Council Chambers

COUNCIL PRESENT:

Mayor McLeod
Mayor Pro Tem Thompson
Council Member Everett
Council Member Archer
Council Member Sims
Council Member Casey

STAFF PRESENT:

Rich Cappola, Interim Town Manager
Dolores Gill, D/Town Manager
Lee Barbee, Fire Chief & Interim D/Town Manger
Jim Cauley, Town Attorney
Kimberly Moffett, Town Clerk
Greg Tart, Police Chief
Dede Bumgarner, Dev. Svcs. Manager
Louis Duffie, Project Manager
Joy Garretson, Library Director
Amy Shearin, Emergency Management Coordinator

COUNCIL ABSENT:

1 CALL TO ORDER

Pledge of Allegiance and Invocation

- a) Mayor McLeod called the meeting to order at 6:00 p.m. He led everyone in the Pledge of Allegiance as well as offering the Invocation.

2 ADJUSTMENT OF THE AGENDA

- a) Mayor Pro Tem Thompson requested a Closed Session under 143-318.1(a)(6) be added.

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.)

- a) Draft Minutes
- February 7, 2022 - Special Session
 - February 7, 2022 - Regular Session
 - February 7, 2022 - Closed Session
- b) Certificate of Sufficiency - 2022-09-ANX
- Ashcroft Section 2 Annexation
- c) Resolution to Set Public Hearing
- 2022-09-ANX - Ashcroft Section 2 Annexation
- d) Proclamation
- Arbor Day 2022

- e) Warranty Acceptance
 - West End

ACTION: Adoption of Consent Agenda as Presented

Motion: Council Member Everett
Second: Mayor Pro Tem Thompson
Vote: Unanimous

4 ADMINISTRATIVE ITEMS

5 INTRODUCTIONS AND SPECIAL PRESENTATIONS

- a) New Employee Introduction
Presenter(s): Dede Bumgarner, Development Services Manager
 - Tiffany Loyd, Permit Specialist

Mr. Howell was present and shared that Dede Bumgarner had recently been promoted and taken on the roll of Development Services Manager.

Ms. Bumgarner introduced Ms. Tiffany Loyd who is serving as Permit Specialist. She stated she was excited to be part of the team. Council welcomed her.

- b) Presentation of Badge & Service Weapon to Retired Officer Brian Pounds
Presenter: Greg Tart, Police Chief

Chief Tart was present and shared details about Officer Pounds who recently retired. He started his law enforcement career in 1990. He has been with the Clayton Police Department for 11.5 years. Chief Tart shared details about Officer Pounds staying on with the department for an extra year after his expected retirement date to assist with park project. He has also served over 25 years with the Clayton Fire Department. Chief Tart presented Officer Pounds with his service weapon and badge. Mayor McLeod offered his thanks and presented Officer Pounds with a Resolution honoring him on his retirement and awarding him with his service weapon and badge.

- c) Clayton Year in Review
Presenter: Nathanael Shelton, Communications Director

Mr. Shelton was present and shared the video of Clayton; Year in Review. Mayor McLeod offered his thanks to the Communications Department for the amazing job done. Council Member Everett echoed the sentiments.

6 PUBLIC HEARINGS

- a) FY '22-23 Budget - Public Input
Presenter: Rich Cappola, Interim Town Manager

Mr. Cappola stated this public hearing was an opportunity to hear from the community regarding anything they would like to share. Mayor opened the public hearing at 6:21. With no one wishing to speak, the hearing was closed.

7 OLD BUSINESS

- a) Wastewater Reclamation Funding Request
Presenter: Louis Duffie, Project Manager

Mr. Duffie presented this item and requested funding for equipment, piping and electrical equipment required for this project. He stated all equipment and labor associated with this cost has been competitively bid in according the NCGS and reviewed by town staff. He stated this allows the project to keep moving forward and further stated this would be the final early procurement package prior to negotiations begin to set the Guaranteed Maximum Price. The total funding cost for this request is \$23,226,000.

ACTION: Authorize Town Manager to Proceed with Funding Request

Motion: Council Member Sims
Second: Council Member Archer
Vote: Unanimous

8 NEW BUSINESS

- a) Little Creek Pump Station Bid Award
Presenter: Louis Duffie, Assistant Program Manager

Mr. Duffie provided details regarding the bid process. The lowest bidder was Harren Construction Company and the bid came in at \$6,492,000, which was \$1.5 million less than expected. The Little Creek Pump Station will convey wastewater from the existing LCWRF to the town's new facility, Sam's Creek WRF. This is a tentative bid so we can formally proceed with review by the NC Department of Environmental Quality for formal authority to award the bid.

ACTION: Adoption of Resolution #2022-05

Motion: Council Member Archer
Second: Mayor Pro Tem Thompson
Vote: Unanimous

- b) Apprenticeship Program Agreement
Presenter: Rich Cappola, Interim Town Manager

Mr. Cappola presented this item and shared details about the opportunity to have an apprenticeship program in the wastewater field. He stated this gives us an opportunity to train up employees. Attorney Cauley stated the agreement had been reviewed and approved by his office.

ACTION: Authorize Staff to Execute Agreement & Proceed with Apprenticeship Program

Motion: Council Member Everett
Second: Council Member Sims
Vote: Unanimous

- c) Amendment to By-Laws - Library Advisory Board
Presenter: Joy Garretson, Library Director

Ms. Garretson was present and shared details about proposed changes to the by-laws with reference to number of allowed absences from meetings.

ACTION: Adoption of Resolution #2022-06 & Ordinance #2022-20-05 with amended language to indicate total of 3 absences

Motion: Mayor Pro Tem Thompson
Second: Council Member Everett
Vote: Unanimous

9 STAFF REPORTS

- a) Town Manager
• COVID Protocol Update

Mr. Cappola provided details about COVID guidelines within town facilities. They are now mask optional. He further stated disinfecting cleaning guidelines as well as temperature check stations would remain.

Mr. Cappola stated with reference to discussion at council retreat and addition of work session it was decided that work sessions would be held prior to first meeting of each month. Work Sessions will be held from 3:00 - 5:00 p.m., with first meeting in April. He further stated there will be Special Meeting held on March 21 regarding Old Town Hall with consultant.

Town did receive notification from DEQ that we are being audited for storm water program, Mr. Cappola further stated this is a normal occurrence and audit process should occur over the next few months.

Mr. Cappola also stated that our current consultant library is being updated. This is done every couple of years.

- b) Town Attorney
c) Town Clerk
d) Other Staff
• Main Street Construction
Presenter: Amy Shearin, Emergency Services Coordinator

Ms. Shearin provided information advising the town had once again been named a Tree City for 2021. Arbor Day will be March 18 and we will be working with local school and community groups to give out free trees. Additional information be coming soon. Main Street construction from Lombard to Smith will begin tonight at 7:00 p.m. This section of the road will be closed for the next 7 nights from 7:00 p.m. until 7:00 a.m. She further

advised it is possible an additional closure for paving during the day may be required following this time frame. Council Member Archer offered her thanks to staff for keeping businesses informed about the proposed closures. Mayor Pro Tem stated he understands the inconveniences, but we will be in a better position following completion.

10 OTHER BUSINESS

a) Informal Discussion & Public Comment

Mr. Emory Howard was present and stated he owned a building next to Pizza Hut. He shared his concerns about him being fined for the business that he was renting his building to. He asked for some relief of the \$75 fee per day. Council offered their thanks and stated they would take it under advisement and asked staff for additional information.

b) Council Comments

Council Member Archer offered her thanks for a great council retreat. She stated it was very informative. Council Member Casey stated the Johnston County Land Use Comprehensive Plan Public Forum would be held on Thursday, February 24, 2022 beginning at 6:00 p.m. Council Member Everett stated he felt the retreat was very beneficial and was very pleased with the communication took place.

11 CLOSED SESSION

a) Closed Session Pursuant to NCGS 143-318.11(a)(4), (5) &(6)

ACTION: Motion to Go Into Closed Session @ 6:41 p.m.

Motion: Mayor Pro Tem Thompson

Second: Council Member Casey

Vote: Unanimous

12 ADJOURNMENT

a) Adjourn the Meeting

Council returned from Closed Session at 8:10 p.m.

With there being nothing further, the meeting was adjourned at 8:11 p.m.

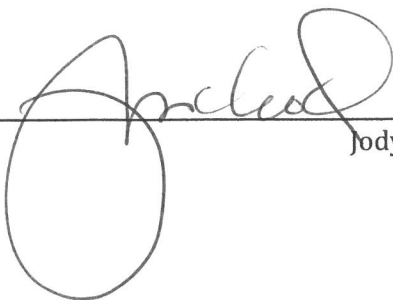
ACTION: Motion to Adjourn

Motion: Council Member Everett

Second: Mayor Pro Tem Thompson

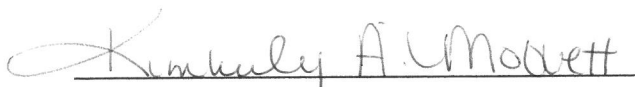
Vote: Unanimous

Duly adopted this the 7th day of March, 2022 while in regular session.



Jody L. McLeod
Mayor

ATTEST:



Kimberly A. Moffett, CMC, NCCMC
Town Clerk

