



Town of Clayton
Regular Town Council Meeting Minutes
Monday, July 19, 2021 @ 6:00 PM
Council Chambers

COUNCIL PRESENT:

Mayor McLeod
Mayor Pro Tem Thompson
Council Member Grannis
Council Member Holder
Council Member Bunn
Council Member Everett

STAFF PRESENT:

Rich Cappola, Interim Town Manager
Dolores Gill, Deputy Town Manager
Lee Barbee, Interim Dep Town Manager & Fire Chief
Jim Cauley, Town Attorney
Kimberly Moffett, Town Clerk
Nathaniel Shelton, Communications Director
Joshua Baird, Town Engineer
Amy Shearin, Emergency Services Coordinator
Patrick Pierce, Economic Development Director
Matt Sutphin, Deputy Fire Chief
Dale Medlin, Electrical Director
Scott Barnard, Parks & Recreation Director

COUNCIL ABSENT:

1 CALL TO ORDER

Pledge of Allegiance and Invocation

- a) Mayor McLeod called the meeting to order at 6:02 p.m. He led everyone in the Pledge as well as offering the Invocation.

2 ADJUSTMENT OF THE AGENDA

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) Warranty Acceptance
- Academy Point, Phases 8 & 9
 - Ashcroft Subdivision, Phase 7
- b) Draft Minutes
- June 7, 2021 - Regular Session
 - June 7, 2021 - Closed Session
 - June 21, 2021 - Regular Session

ACTION: Adoption of Consent Agenda as Presented

Motion: Council Member Holder

Second: Council Member Bunn
Vote: Unanimous

4 ADMINISTRATIVE ITEMS

5 INTRODUCTIONS AND SPECIAL PRESENTATIONS

a) New Employees

Presenters: Nathanael Shelton - Communications Director, Ann Game - Customer Service Director and Kimberly Moffett - Town Clerk

- Catherine White - Communications Intern
- Taylor Stubblefield - Customer Service Intern
- Hillary McFarland - HR Analyst

Mr. Shelton introduced both Catherine White and Taylor Stubblefield, both serving as interns for the Town. Both stated they were happy to be part of the team and were enjoying this experience. Both mentioned how welcomed they felt. Ms. Moffett introduced Hillary McFarland. Ms. McFarland is an HR Analyst and started with the town May 24, 2021. Ms. McFarland stated she is excited to be with the town.

Council welcomed everyone to the team.

6 PUBLIC HEARINGS

a) 2020-103-PDD - Lumen - Rezoning
Presenter: Planning Department

It was requested this that Items 6a, 6b & 6c be continued to August 2, 2021.

ACTION: Continued to August 2, 2021

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

b) 2020-104-SD - Lumen (Quasi-Judicial)
Presenter: Planning Department

ACTION: Continued to August 2, 2021

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

c) Development Agreement - Lumen
Presenter: Planning Department

ACTION: Continued to August 2, 2021

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

7 OLD BUSINESS

8 NEW BUSINESS

- a) Ground Water Storage Tank - Construction Contract
Presenter: Joshua Baird, Town Engineer

Mr. Baird was present and provided information and history regarding water storage tank. He stated we still have a need for short term additional storage in Clayton. Several options were researched. A 500,000 gallon tank has been located that could be relocated and used for our purpose. Mr. Baird stated that funds were budgeted for this use. It was stated that the best location for this tank would be by Fire Station 2. Total cost to relocate this storage tank would be \$468,930.

Council Member Grannis asked about competitive bid. Mr. Baird stated significant due diligence was completed with respect to this project. Council Member asked for details about process to determine this was a fair price. Mr. Baird stated shared details including use of consultants.

Council Member Holder asked if this was a temporary tank. Mr. Baird stated it would not be long term. This would be a quick fix for current storage issue.

ACTION: Authorization Execution of Construction Contract

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

9 STAFF REPORTS

- a) Town Manager

Mr. Cappola shared update regarding COVID policies. At this time no changes are being proposed. We will continue to monitor numbers.

Currently finishing up HR Director interviews, with hope to have someone in place by September 1, 2021. Also finishing up first round of Planning Director interviews with second round coming up shortly. Comp Plan process will hopefully be moving forward shortly. He stated a two-day hazard workshop for wastewater facility was being held this coming week. Both he and Mr. Poelman would be in attendance.

- b) Town Attorney
c) Town Clerk
d) Other Staff

- Square to Square Festival
Presenters: Amy Shearin & Patrick Pierce
- Project Goodwill Update
Presenter: Patrick Pierce
- 2021 ISO Rating
Presenter: Matt Sutphin, Deputy Fire Chief

Ms. Shearin provided a debriefing on Square to Square July 4th Celebration. She stated it was a great event. She offered her appreciation to council for allowing this to happen. Council Member Grannis offered his thanks to Amy and Patrick Pierce and teams for all the hard work that went into this event. She stated if she had to guess about 3,000-4,000 people were in attendance. Mayor stated it was a great event and a wonderful turnout. He stated he felt this could be the next great town event.

Chief Sutphin was present and shared information about the newly received 2021 ISO Rating of 2. This is a huge accomplishment. This new rating will take place on October 1, 2021. Following that folks should see insurance rates decrease. We are the first and only department in Johnston County to receive this rating. Only 52 departments out of 1247 in the State of North Carolina have received this rating. He offered his thanks to council for their support. Mayor McLeod offered congratulations. Council Member Grannis shared his thoughts about reading the rating letter and all the hard work and dedication that went into achieving this rating. Council offered their thanks and appreciation. Chief Barbee added in addition, the department is graded on a daily basis. Chief Sutphin stated how proud he was of everyone in the Fire Department.

Mr. Cappola stated that the June 23, 2021 signing of the Memorandum of Understanding was a wonderful opportunity and offered his thanks to the Mayor. Mayor stated we have a lot of opportunity. He further stated we are very appreciative to Grifols for their partnership and this amazing opportunity for all involved.

10 OTHER BUSINESS

a) Informal Discussion & Public Comment

Representative from the Clayton Community Garden was present and stated she had previously spoken about possibility of change to Code of Ordinance and hoped council would take this request under advisement.

b) Council Comments

11 CLOSED SESSION

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

ACTION: Motion to Go Into Closed Session at 6:32 p.m.

Motion: Council Member Holder

Second: Council Member Everett
Vote: Unanimous

12 ADJOURNMENT

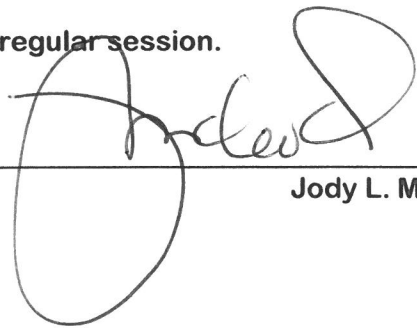
a) Adjourn the Meeting

With there being nothing further, the meeting was adjourned at 7:45 p.m.

ACTION: Motion to Adjourn

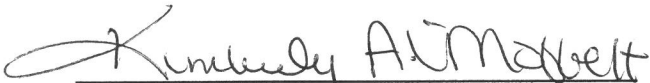
Motion: Council Member Bunn
Second: Council Member Grannis
Vote: Unanimous

Duly adopted this the 2nd day of August, 2021 while in regular session.



Jody L. McLeod
Mayor

ATTEST:



Kimberly A. Moffett, CMC, NCCMC
Town Clerk