



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

COUNCIL PRESENT:

Mayor McLeod
Mayor Pro Tem Thompson
Council Member Holder
Council Member Grannis
Council Member Bunn
Council Member Everett
Council Member Archer
Council Member Casey
Council Member Sims

COUNCIL ABSENT:

STAFF PRESENT:

Rich Cappola, Interim Town Manager
Dolores Gill, D/Town Manager
Jim Cauley, Town Attorney
Kimberly Moffett, Town Clerk
Heidi Holland, Deputy Town Clerk
Joshua Baird, Town Engineer
Robert McKie, Finance Director
Ben Howell, Planning Director

1 CALL TO ORDER

- a) Call to Order
Mayor Jody McLeod

Mayor McLeod called the meeting to order at 6:00 p.m.

- b) Honor Guard & Pledge of Allegiance
Clayton Fire Department

The Clayton Fire Department provided the Honor Guard and led everyone in the Pledge of Allegiance.

- c) Invocation
Mayor Jody McLeod

Mayor McLeod offered the Invocation.

2 ADJUSTMENT OF THE AGENDA

- a) Council Member Holder requested that Item 3d be moved to Old Business .It was requested that agenda be amended to include appointment of

Michael Sims as Council Ex-Officio to the Clayton Community Recreation Foundation Board.

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
 - November 15, 2021 DRAFT Minutes
- b) Certification - 2021 Municipal Election
- c) Warranty Acceptance
 - Gordon Park, Phase 8
- d) ~~Code of Ordinance Amendment - Chapter 91.05 - Chickens~~
**This item was moved to Old Business*

ACTION: Adoption of Consent Agenda as Presented

Motion: Council Member Holder

Second: Council Member Everett

Vote: Unanimous

4 **ADMINISTRATIVE ITEMS**

5 **INTRODUCTIONS AND SPECIAL PRESENTATIONS**

- a) Presentation of The Larry Bailey Award
Presenter(s): Clayton Community Recreation Foundation Board Member(s)

Mr. Michael Sims stated this award is a community award and presented on behalf of the Clayton Community Recreation Foundation. He stated the recipient has been a member of Foundation for over 15 years and the forerunner in the creation of the Harmony Playground. He stated the recipient not only had shown leadership but assisted with the financials. He stated he would like to present this award to Mr. Dean Penny. Mr. Penny stated he was truly appreciative, speechless and offered his thanks to everyone.

6 **OLD BUSINESS**

- a) Code of Ordinance Amendment - Chapter 91.05 - Chickens

Council Member Holder stated he would like to see a slight language amendment to state there would be no slaughter of chickens in open view.

ACTION: Adoption of Ordinance #2021-12-01 with Amendment

Motion: Council Member Holder

Second: Mayor Pro Tem Thompson

Vote: Unanimous

b) Award Construction Contract - East Clayton Park

Presenter: Joshua Baird, Town Engineer

Mr. Baird was present and provided background information on this item. It was requested bid be awarded to JM Thompson, who was the lowest bidder. JM Thompson had a base bid of \$3,741,000.00, alternate 1 of \$278,000, alternate 2 of \$190,642.00, alternate 3 of \$228,000.00, alternate 4 of \$113,000 and alternate 5 of \$29,600.00.

ACTION: Adoption of Resolution #2021-63 & Authorize Staff to Execute Contract & Any Change Order Required

Motion: Council Member Everett

Second: Council Member Bunn

Vote: Unanimous

c) Budget Ordinance

Presenter: Robert McKie, Finance Director

Mr. McKie provided details information about the Capital Budget regarding the above project.

ACTION: Adoption of Ordinance #2021-12-02

Motion: Council Member Everett

Second: Council Member Holder

Vote: Unanimous

d) Employee One Time Bonus

Council Member Bunn stated during budget season there had been discussion on providing employees with a mid-year raise. He stated we are at that point now and a percentage has not been settled on. He stated he would like to make a motion that the Town mimics what the State has done for their employees by issuing any employee that makes less than \$75,000

a one-time bonus of \$1,500 and any employee earning over \$75,000 would receive a one-time bonus of \$1,000.

Interim Town Manager Mr. Cappola thanked Council Member Bunn confirmed this he would like this to happen before the holiday break. Council Member Bunn confirmed that.

ACTION: Issue One Time Bonus to Employees as Listed Above

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

7 ORGANIZATIONAL MEETING

a) Recognition of Outgoing Council Members

Presenter: Jody McLeod, Mayor

- Michael Grannis - *Served as Council Member 2005-2021*
- Art Holder - *Served as Council Member 2009-2021*
- Bobby Bunn - *Served as Council Member 2017-2021*

Michael Grannis offered his thanks to all the employees. He stated he had learned a lot through the years. He stated his time on the council was very rewarding. He offered his thanks to all council members he had served with through the years. He stated while they weren't always easy, he always made best decision for the town. He offered his thanks to the citizens. He stated he always wanted to a make a difference and it had always been about how he could help to make the town better. He stated any mistakes made along the way were learned lesson. He offered his heartfelt thanks to his wife, Betsy, who is his rock, an excellent source of support and his love. He offered congratulations to incoming council members and further said he was extremely proud of all three.

Bobby Bunn stated this was hardest job you will ever love. He said he was excited about the new council members and said the most important thing to remember is "leave it better than you found it". He offered his sincere thanks to numerous employees for their outstanding dedication and hard work to include; Kimberly Moffett, Heidi Holland, Lee Barbee, Greg Tart, Ann Game, Robert McKie, Patrick Pierce, Joshua Baird, Scott Barnard, Joy Garretson, Dolores Gill and the Downtown Development Advisory Board. He offered thanks to Adam Lindsay, JD Solomon and Rich Cappola. He also thanked thanks to Jim Cauley for keeping everyone out of jail. He offered

thanks to the citizens, past council members Bob Satterfield & Butch Lawter as well as all current council members.

Art Holder offered his thanks to employees, citizens and council members. Offered congratulations to incoming council members. He shared his concern about new growth regarding low and medium density development. He spoke about council considering set of districts (five). Currently 2 mile ETJ, feels we should seek 3 mile ETJ. Urged council to keep eye on fund balance and ensure that significant reserve be maintained. He spoke about quarterly reports being provided to council from Finance. Spoke about future of property assessment. He spoke about items like schools and streets that are not part of the town's responsibility. He stated we need a strong voice on CAMPO. He spoke about Little Creek Church Road and possibly selling that property for use as town homes. Recommended putting only 5 items on one year council retreat list. Spoke about need for new larger library. Offered his thanks for being able to serve the town for the last 12 years. He further stated that if anyone would like a copy of this speech they can obtain it from the Town Clerk.

b) Swearing-In of Newly Elected Council Members

- Andria Archer - Oath to be issued by Donna White - NC Representative (House District 26)
- Porter Casey - Oath to be Issued by Craig Olive - Johnston County Register of Deeds
- Michael Sims - Oath to be Issued by Jody McLeod - Town of Clayton Mayor

Representative White issued the Oath of Office via affirmation to Andria Archer. Ms. Archer was accompanied by her daughter. Ms. Archer stated she was here to give back to the town and offered her appreciation for those who have supported her. She wants to turn challenges into opportunities. She offered her thanks to the newest council members as well as outgoing council members for their leadership and service. She offered her thanks to Donna White and Mayor McLeod. She offered thanks to the town employees and stated she looked forward to working with everyone. She stated each citizen of the town is important and she will always make time and is ready to get to work.

Johnson County Register of Deeds Craig Olive issued the Oath of Office to Mr. Casey. Mr. Olive stated he was very proud of him and knows that the Town of Clayton is at the core of his heart. Mr. Casey offered his thanks to Mr. Olive. He offered his thanks to the town staff, citizens, outgoing council

members and his family. He stated being a life-long resident he has seen much change and looked forward to serving and will listen to everyone. He stated all his choices will be made based on his love for the town and what is best for the town. He asked that everyone be active in the community. He stated he is looking forward to the journey.

Clayton Mayor Jody McLeod issued the Oath of Office to Michael Sims. Mr. Sims offered his thanks to everyone for electing him to office. He offered his sincere thanks to his wife. He stated everyone needs to be involved for the better of Clayton. He again offered his thanks.

8 RECESS & RECEPTION

a) Recess the Meeting

Mayor McLeod stated during the reception the Fire Department's new ladder truck would be on display in parking lot.

The meeting was recessed at 7:05 p.m.

b) Return to Regular Session

New Council Members were seated and Mayor McLeod called meeting back to order at 7:42 p.m.

Mayor McLeod offered his appreciation to the newly seated council.

9 MAYOR PRO TEM SELECTION AND COUNCIL APPOINTMENTS

a) Nomination and Selection of Mayor Pro Tem

Council Member Archer nominated Jason Thompson to serve as Mayor Pro Tem.

ACTION: Nomination and Approval of Jason Thompson as Mayor Pro Tem

Motion: Council Member Archer

Second: Council Member Everett

Vote: Unanimous

b) Council Liaison to Advisory Board and Committee Assignments

Presenter: Jody McLeod, Mayor

- *Board of Adjustment - Avery Everett - Council Liaison*
- *Planning Board - Andria Archer - Council Liaison*
- *Parks & Recreation Advisory Board - Avery Everett - Council Liaison*
- *Public Art Advisory Board - Jody McLeod - Council Liaison*
- *Fire Department Advisory Board - Jason Thompson - Council Liaison*
- *Library Advisory Board - Michael Sims - Council Liaison*
- *Downtown Development Advisory Board - Porter Casey - Council Liaison*
- *Clayton Community Recreation Foundation Board - Michael Sims - Council Ex-Officio*
- *CAMPO - Primary & 2 Alternates*
 - *Porter Casey - Primary*
 - *Andria Archer - 1st Alternate*
 - *Avery Everett - 2nd Alternate*
- *Electricities - Delegate & Alternate*
 - *Michael Grannis - Delegate*
 - *Patrick Pierce - Alternate*
- *NC League of Municipalities - Jody McLeod - Delegate*
- *Triangle J COG - Delegate & Alternate*
 - *Jason Thompson - Delegate*
 - *Michael Sims - Alternate*

10 PUBLIC HEARINGS

a) 2021-125-ANX - Lumen

Presenter: Ben Howell, Planning Director

Mr. Howell was present and provided details regarding request to annex the project formerly known as Lumen.

With no one wishing to speak, this hearing was closed and the item turned over to council for their deliberation at 7:48 p.m.

Mayor Pro Tem Thompson asked about roads being included. Mr. Howell stated he would be in contact with the NC Secretary of State to ensure that is clarified.

Council Member Archer confirmed effective date of annexation is January 1, 2022. Mr. Howell stated that was correct.

ACTION: Adoption of Ordinance #2021-12-03

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

- b) Sam's Xpress Car Wash - Annexation
Presenter: Ben Howell, Planning Director

ACTION: Continued to December 20, 2021

11 NEW BUSINESS

- a) NCDOT Agreement - U6233 Utility Design Agreement
Presenter: Joshua Baird, Town Engineer

Mr. Baird was present and provided details about this agreement, known as the Ranch Road project. He stated this is strictly a transportation project. The Town has been working with NCDOT to discuss a partnership where a water line is designed and also constructed as part of the road project.

ACTION: Authorize Execution of Agreement

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

12 STAFF REPORTS

- a) Town Manager

Mr. Cappola offered his welcome to everyone.

- b) Town Attorney

Mr. Cauley offered his welcome to new council.

- c) Town Clerk
d) Other Staff

13 OTHER BUSINESS

- a) Informal Discussion & Public Comment
b) Council Comments

Mayor Pro Tem Thompson stated he would like the Steep Slope ordinance brought back to the December 20, 2021 agenda. He stated he would also like council to revisit the library fees.

Mayor McLeod offered thanks for the wonderful reception.

14 ADJOURNMENT

- a) With there being nothing further, the meeting was adjourned at 7:57 p.m.

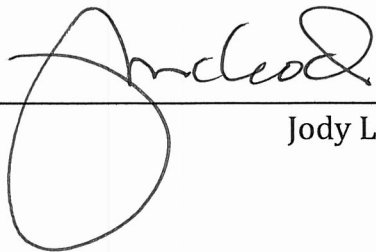
ACTION: Adjourn the Meeting

Motion: Council Member Archer

Second: Council Member Everett

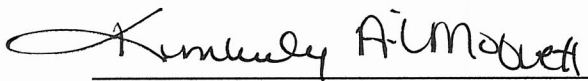
Vote: Unanimous

Duly adopted this the 20th day of December 2021 while in regular session.



Jody L. McLeod
Mayor

ATTEST:



Kimberly A. Moffett, CMC, NCCMC
Town Clerk