



Town of Clayton
Regular Town Council Meeting Minutes
Monday, October 19, 2020 @ 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:

JD Solomon, Interim Town Manager
Nancy Medlin, Deputy Town Manager
Rich Cappola, Deputy Town Manager
Katherine Ross, Town Attorney
Kimberly Moffett, Town Clerk
James Warren, WWTP Superintendent
Samantha Wullenwaber, Planning Director
Patrick Pierce, Economic Development
Director
Scott Barnard, Parks & Recreation Director
Ann Game, Customer Service Director
Heidi Holland, Deputy Town Clerk

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) Mr. Solomon requested that Item 7a be removed, that a new item be added under New Business regarding Facility Opening Plan and also requested the addition of a Closed Session regarding Economic Development.

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
• October 5, 2020 - Regular Session
b) Proclamation - Diaper Need Awareness Month
c) Resolution in Support of LAPP Application
d) Resolution Contract Execution Authority

ACTION: Adoption of Consent Agenda as Presented

Motion: Council Member Holder

Second: Council Member Grannis
Vote: Unanimous

4 ADMINISTRATIVE ITEMS

5 INTRODUCTIONS AND SPECIAL PRESENTATIONS

- a) New Employee Introduction
Presenter: James Warren, Wastewater Treatment Plant Superintendent
- Mattie Frazier, Laboratory Technician

Mr. Warren was present and introduced Mattie Frazier. Ms. Frazier comes to the town from NC State and has a wealth of knowledge and experience. Ms. Frazier provided information regarding her recent research. She said she was excited to be part of the Town of Clayton. Council offered their welcome and appreciation.

6 PUBLIC HEARINGS

- a) 2020-74-RZ - O'Neil Overlook - Rezoning
Presenter: Samantha Wullenwaber, Planning Director

Ms. Wullenwaber was present and shared details regarding the requested rezone. Applicant is requesting to rezone from R-E to R-8, approximately 15 acres, located south of O'Neil Street and north of Rollingwood Subdivision. She stated that majority of surrounding area is zoned R-8, and this would include Academy Pointe Subdivision. With reference to consistency and compatibility the zoning is not consistent with the Comp Plan 2040 or Future Land Use map. However, staff does support approval as the properties to the north and west of the site are classified a medium density, property to the south is already developed with single family residential and is currently zoned R-8 which corresponds with the medium density residential comprehensive plan. The Planning Board also recommended approval of the zoning.

Council Member Grannis confirmed that staff recommended approval based on other similar properties/densities a located in this area. He asked about buffer question raised at neighborhood meeting. Ms. Wullenwaber stated this was only for the rezoning and the subdivision application would come back before council in the future.

Ms. Beddingfield was present representing the applicant and stated they concurred with the recommendations of the planning staff. She stated she was happy to answer any questions regarding the rezoning. There were no questions for Ms. Beddingfield.

With no one else wishing to speak, the hearing was closed and turned over to council for their deliberation at 6:10 p.m.

ACTION: Adoption of Ordinance # 2020-10-05

Motion: Mayor Pro Tem Thompson
Second: Council Member Everett

Vote: Unanimous

7 OLD BUSINESS

- a) RTZ Agreement Update
Presenter: JD Solomon, Interim Town Manager
REMOVED

- b) Wastewater Reclamation Facility Update / Acceptance State Loan
Presenter: JD Solomon, Interim Town Manager

Mr. Solomon provided an update and stated an RFQ is scheduled to go out in October. He stated that the town had received notification from NC Department of Environmental Quality offering a State Revolving Loan in the amount of \$12,000,000.00 for the construction of the Neuse River Water Reclamation Facility Plan Replacement Project. Part of the process in accepting this loan is formal adoption of a Resolution from Town Council.

ACTION: Adoption of Resolution #2020-41

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

8 NEW BUSINESS

- a) Bench Donations
Presenters: Patrick Pierce, Economic Dev. Director and Scott Barnard, Park & Rec. Director

There was a presentation regarding recent requests for two memorial benches. One request was for a downtown bench and the other for a greenway bench. Current policy states these items come before council. Mr. Barnard suggested that a list of pre-selected locations be created for placement of memorial benches, trees and bicycle racks. Then when someone is interested in purchasing they could select from the current available locations. Mr. Barnard further stated that council could be provided with a quarterly update. There was consensus to move forward with creation of a list of pre-determined bench donation sites.

- b) Facility Opening Plan
Presenter: Jeffra Patton, Safety Officer

Ms. Patton was present and shared details about plan to successfully open town facilities to the public. A team was created and a plan was created to mitigate any potential issues. She outlined the different type of class facilities and shared information on guidelines for each facility opening. Ms. Patton stated she felt the plan is an enhanced one and feels good about the plan and protection of both employees and the public that we serve. Mayor McLeod asked about the reservation system. Ms. Patton explained its best of to think of it as selling tickets, this will allow us to plan for the proper social distancing

based on room size and those attending any given meeting. Mayor McLeod stated it appeared to be a great plan. Council Member Grannis asked when this plan would be implemented. Mr. Solomon stated that would occur based on when council and/or governor felt we needed to move forward. Mayor McLeod stated he felt that we are very blessed to have transitioned so well and still be maintaining outstanding customer service. He did address the few citizens who want buildings to open, mostly for financial transactions. He added that he felt strongly that we need to stay on point and that we would open facilities in a timely fashion, but it would be done as safely as is possible.

9 STAFF REPORTS

a) Town Manager

Mr. Solomon offered his thanks to Jeffra Patton. She was been an outstanding support to the town during this COVID period.

He stated that sales tax revenue are up from the previous year. He stated expenses are in good standing. He stated we are about to double the amount of money passing through with wastewater and stated that all our financial guidelines are being looked into to ensure a smooth practice.

He stated information regarding Chapter 160D and Comprehensive Planning would be shared. He stated that Cathy Marraccini is assisting in getting out information to the development community.

b) Town Attorney

c) Town Clerk

d) Other Staff

- **Street Blade Sign Update**
Presenter: Rich Cappola, Deputy Town Manager
- **COVID/Utility Collection Update**
Presenter: Ann Game, Customer Service Director
- **Harmony Playground Update**
Presenter: Scott Barnard, Parks & Recreation Director
- **Downtown Crosswalks**
Presenter: Patrick Pierce, Economic Development Director
- **Main Street Tree Removal**
Presenter: Patrick Pierce, Economic Development Director

Mr. Cappola provided a brief update regarding street blade signs. They will include about a 2" color coded section to include the type of street it is; private or state. Council Member Bunn asked about Historical Area Street Blades. Mr. Solomon stated Mr. Pierce is working to ensure folks are informed and made aware this is not a special district. This will be brought back to council in the near future. Hope is to roll these out in November to align with our 10th

anniversary of historic district. Additionally it is a requirement of NCDOT that all signs be replaced with reflective ones.

Ms. Game was presented and provided an update and stated we are seeing an increase in our cut off list, this doesn't mean that everyone is cut off. She discussed COVID payment plan, out of approximately 400, 25 customers paid in full. She stated we are seeing that approximately 60% on the payment plan are not honoring it and having to be placed on the disconnect list; however they are then paying their bill. Of those 400 customers on COVID payment plans, there are approximately 10 that are no longer customers. We will continue all avenues to reach them to pay their balance and if required we will turn over to collection agency. She stated her staff are offering information and program referral to help folks with evictions and utility bills. Ms. Game stated we are seeing a large increase in non-profit assistance as well as an increase in anonymous donations. She stated she is feeling very positive and the staff is working very hard. Mr. Solomon offered his thanks to Ann and her entire staff; he stated they do an outstanding job.

The official Ribbon Cutting for the Harmony Playground will be Thursday, October 22, 2020 at 4:00 p.m. Council Member Grannis encouraged attendance from Council.

Mr. Pierce was present and shared information regarding the NCDOT NC State Research Study. He stated there are a total of 8 intersections and 19 crossings being studied in Clayton. He spoke about potential future improvements including installation of centerline signage at Main & Fayetteville. Ms. Beddingfield stated she was very happy with all these modifications and has been a long-time advocate. She states she has seen a definite change. Mayor stated he has received emails and other contact about how happy people are with the changes and also sees changes in driving patterns including seeing many folks slowing down.

Mr. Pierce reported on Main Street Tree removal which took place at 331-335 E. Main Street. He shared details about guidelines. He shared a photo of the tree in question which is in overhead lines. He also shared guidelines regarding tree replacement. He stated he did not feel there was a good fit for tree replacement at this location. He also added this building had recently been approved for a Façade grant. Recommendation to remove the tree and collect \$250 fee in lieu for future tree replacement. Mayor Pro Tem Thompson confirmed it is our tree and that we were asking the building owner to pay fee in lieu for future tree replacement. Mayor Pro Tem Thompson wanted it on the record he is not in support of charging business owners for this and Council Member Bunn was in agreement. Mr. Solomon stated that it costs a few thousand dollars to take a tree down and fee in lieu would go for future tree replacement. Mr. Solomon stated he felt we needed to stay consistent with our current policy and need for green scape downtown. Council Member Bunn asked if we could put trees in planters versus putting them in sidewalks. Mr. Pierce stated he would research guidance regarding proper area/setback requirements. Mayor liked idea of planter but was concerned about door opening and space. Council Member Holder stated it was also a problem with car doors hitting trees.

10 OTHER BUSINESS

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

Mayor Pro Tem Thompson provided an update regarding his meeting with Dana Wooten from the Clayton Chamber of Commerce. He wanted to ensure we share our appreciation for all they have done.

Council Member Holder stated since COVID there is a huge problem with golf carts being driven by underage teenagers in the Glen Laurel Subdivision. He stated he has spoken with the Police Chief and we need to make some decisions how to handle this issue.

11 CLOSED SESSION

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

ACTION: Motion to Go Into Closed Session

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

12 ADJOURNMENT

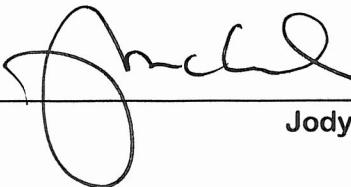
- a) Adjourn the Meeting

With there being nothing further, the meeting was adjourned at 7:59 p.m.

ACTION: Motion to Adjourn

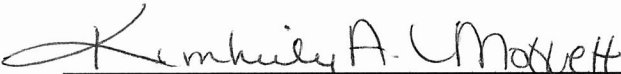
Motion: Council Member Holder
Second: Council Member Grannis
Vote: Unanimous

Duly adopted this the 2nd day of November, 2020 while in regular session.



Jody L. McLeod
Mayor

ATTEST:



Kimberly A. Moffett, CMC, NCCMC
Town Clerk

