



**Town of Clayton
Regular Town Council Meeting Minutes
Monday, November 2, 2020 @ 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

STAFF PRESENT:

JD Solomon, Interim Town Manager
Nancy Medlin, Deputy Town Manager
Rich Cappola, Deputy Town Manager
Kimberly Moffett, Town Clerk
Joshua Baird, Town Engineer
Susan Locklear, Stormwater Engineer
Lee Barbee, Fire Chief
Robert McKie, Finance Director
James Blalock, Utilities Maintenance Supervisor
Cathy Marraccini, Interim Communications Director
Blake Mills, Asst. Public Services 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

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 19, 2020 - Regular Session
 - October 19, 2020 - Closed Session
- b) **Warranty Acceptances**
- Parkview, Phases 2B, 3, 5, & 7
 - The Groves at Summerlyn, Phase 2

ACTION: Adoption of Consent Agenda as Presented

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

4 ADMINISTRATIVE ITEMS

5 INTRODUCTIONS AND SPECIAL PRESENTATIONS

a) Employee Certifications

Presenter: James Blalock, Utilities Maintenance Supervisor

- Dylan Carroll, Utility Maintenance Mechanic - Collections 3 Certification
- Donnie Baker, Utility Maintenance Mechanic - C-Distribution Certification

Mr. Blalock was present and stated he was proud to recognize two employees who both recently received certifications. Both Dylan and Donnie passed their exams their first time out. He stated our water sewer employees are some of the best in the State. Council offered their congratulations and appreciation.

b) Government Finance Officers Association - Certificate for Excellence in Finance Reporting

Presenter: Jody McLeod, Mayor

Mr. McKie provided details about this award and stated this was the 11th year this was received by the town under the direction of Mr. McKie. Mayor McLeod shared additional details regarding the criteria to receive this certificate. He presented the certificate of achievement to Mr. McKie.

6 PUBLIC HEARINGS

a) Code of Ordinance - Addition of Chapter 158 - Stormwater/Erosion

Presenters: Joshua Baird, Town Engineer & Susan Locklear, Stormwater Engineer

Mr. Baird took this opportunity to introduce Susan Locklear. Susan started with the town on March 30 as the Stormwater Engineer. She came to us with many years of experience. Council welcomed her.

Mr. Baird and Ms. Locklear were present and provided a Power Point presentation outlining the addition of Chapter 158 to the Code. Staff has been working for a significant amount of time on in-house stormwater and erosion control. Mr. Baird stated a session was recently held for public input. Ms. Locklear stated the Ordinance was based on statutes. She highlighted some of the sections to include program implementation, illicit discharge detection and elimination, construction site runoff controls and post construction site runoff controls. She stated the purpose was to protect, maintain, and enhance the public health, safety environment and general welfare by establishing minimum requirements and procedures to control the adverse effect of increased post development stormwater runoff. Ms. Locklear also shared information regarding exemption update, which is reflective of updated state regulations. She shared information regarding modification that was made per recent public engagement session. Also addressed were design standards, operation and maintenance agreement (we have created a template for the town), performance securities, as built plans, easement requirements and maintenance inspection and reports. Also shared were details regarding the review process. Mr. Baird stated we are scheduled for an audit by the state in 2023. He stated currently the county does not have Phase 2 permit;"as-builts".

There will be a public hearing regarding proposed fees held at the November 16, 2020 council meeting. It is proposed that this ordinance be effective January 1, 2021. It was asked if both this ordinance and the fees could be adopted at the November 16, 2020 meeting. It was stated yes both could be adopted, if so desired, at that time. There was discussion regarding percentage of run off and it was stated this was state provided definition and data. There were questions and discussion about the costs that developers would be responsible for. There was discussion regarding variance requests and deciding board. Mr. Solomon stated those decisions were dependent upon the type of variance.

This was noted as a public hearing. With no one coming forward and wishing to speak the item was turned over to council for their deliberation.

ACTION: Continue this Public Hearing to the November 16, 2020 meeting.

Motion: Council Member Grannis

Second: Council Member Holder

Vote: Unanimous

7 OLD BUSINESS

a) Historic Clayton Street Blades

Presenters: Jennifer Gallimore, Economic Development Coordinator & J.David Millican, Downtown Development Advisory Board

Mr. Pierce provided a Power Point regarding the Historic District Street Blades. He emphasized this does create a tax district. Clayton has a national register historic district; not a locally designated historic district. He shared information about historic tax credits and opportunities for downtown Clayton. He stated the Downtown Development Advisory Board (DDA) looked at numerous examples of street blades. He shared specifics about the sign design that would include the town seal and indicate "Historic District". A total of 75 toppers would be needed. The total price, including the toppers and installation, would be \$2,014.54. Shared was the times and it was stated the project should be complete by the end of this year. He shared timeline, hoped project should be completed by end of 2020. Mr. Pierce stated he had spoken with numerous folks about this project to include representatives from the following families; Lee, Lipscomb, Blackley and Austin. Council Member Grannis offered this thanks and appreciation. Council Member Bunn offered his thanks and appreciation to the DDA for their hard work and dedication to this project.

ACTION: Direct Staff to Move Forward with Project

Motion: Council Member Bunn

Second: Council Member Grannis

Vote: Unanimous

8 NEW BUSINESS

a) Legend Park Project

Presenter: Joshua Baird, Town Engineer

Mr. Baird provided an update regarding Legend Park to include background of pre-regulatory landfill program. He stated the state has been working on the site. He addressed possible remediation. He stated it would be cost prohibitive to completely excavate and take materials off the site. He stated there are monthly meetings to keep updated with progress. Mr. Solomon stated that land could still be used as a ball field, storage for parks and recreation equipment, etc., however a traditional building could not be placed there. It is a very restricted use area. The Mayor did state the area needed maintenance to continue and not grow out of control.

b) **Recycle Program**

Presenter: Blake Mills, Asst. Public Works Director

Mr. Mills provided information regarding our current recycling program. He shared details about the type of recyclables make the most money and those that are the biggest loss. Aluminum cans have the best return and glass costs the most. He shared details about cost of recycling and stated it does pay for itself in ways other than financial. Clayton recycling is saving 10,000 trees annually and 16,000 jobs are created in NC from recycling. Mr. Mills shared suggestions for money saving recycling ideas. He stated he felt it was important that we stay the course and keep doing what we are doing. He stated this is a long term investment. Mr. Solomon stated that currently our recycle loss stands at approximately \$75,000 and wanted to ensure council was kept updated and informed. There was discussion whether it was believed that folks staying home with COVID had an impact on the amount of recycling. Council Member Grannis stated he had numerous citizens ask about possibility of receiving smaller containers. Mr. Mills stated he would look into that.

9 STAFF REPORTS

a) **Town Manager**

Mr. Solomon recognized Tammy Ray and Kimberly Bradley. They are both outstanding custodians and doing a great job. Offered appreciation to Haley Hogg, Senior Planner, for the great job she did at a recent public meeting. He also offered his thanks to James Warren for his dedication and continued outstanding performance over the last 20+ years for the town at the water treatment facility.

He stated the new type of council briefing document seemed to be well received. He stated we continue to work to balance revenues and expenses for the midyear budget revenue. He stated the next council meeting will include a public meeting about the water reclamation facility. This meeting will take place at the very beginning of the agenda.

He stated a firm, the Mercer Group, had been selected to assist with town manager search.

- b) Town Attorney
 - c) Town Clerk
 - d) Other Staff
 - Horne Street Parking Lot Shutdown Update
- Presenter: Joshua Baird, Town Engineer*

Mr. Baird provided update and reminded construction would begin in the parking lot tomorrow, November 3. Social media messages have been sent out. Additionally, individual meetings with adjacent neighbors were held. Parking will be available on Second Street, Town Square and along the surrounding streets. There is handicap parking available on Second Street. It was stated the project should take approximately 4 months to complete.

10 OTHER BUSINESS

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

11 CLOSED SESSION

- a) Closed Session Pursuant to NCGS 143-318.11(a)(3)(4)(5)&(6)

ACTION: Motion to Go Into Closed Session at 7:36 p.m.

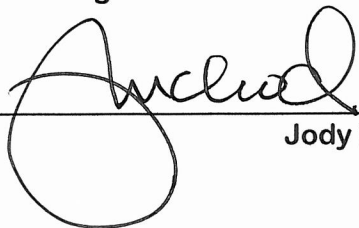
Motion: Council Member Bunn
Second: Mayor Pro Thom Thompson
Vote: Unanimous

12 ADJOURNMENT

- a) With there being nothing further the meeting was adjourned at 9:37 p.m.

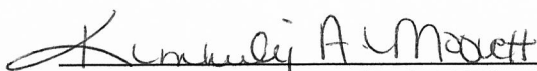
Motion: Council Member Holder
Second: Council Member Everett
Vote: Unanimous

Duly adopted this the 16th day of November 2020, while in regular session.



Jody L. McLeod
Mayor

ATTEST:



Kimberly A. Moffett, CMC, NCCMC
Town Clerk

