



**Town of Clayton
Regular Town Council Meeting Minutes
Monday, November 16, 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
Katherine Ross, Town Attorney
Kimberly Moffett, Town Clerk
Heidi Holland, Deputy Town Clerk
Cathy Marraccini, Interim Communications
Director

COUNCIL ABSENT:

1 CALL TO ORDER

Pledge of Allegiance and Invocation

- a) Mayor McLeod called the meeting to order at 6:09 p.m. He led everyone in the Pledge of Allegiance as well as offering the Invocation.

2 WATER RECLAMATION FACILITY PUBLIC MEETING

- a) A public meeting was held regarding the new planned Neuse River Water Reclamation Facility. Ms. Robinson, who is consultant with Jacobs, was present and provided background and requirement for this public meeting. She stated the Town of Clayton is ready to move onto the next requirement for this project. This project has been in the works for the last 10 years. She provided details about the need for the project to include an aging facility and population growth. Provided were details regarding the current need of 6 MGD with longer term plan for 10 MGD. Details were provided regarding what was included in the ER-EID for water capacity expansion; definition of project need and purpose, alternative analysis, assessment of potential environment impacts, public involvement, costs and rate impacts and assessment of all permits required were provided. Additionally, consultant presentation was made part of the official record by attaching the printed version to the minutes.

Public comments were offered by Chuck Blatchley. Mr. Blatchley, who was present representing Grifols, was in full support of the project. Mr. Timothy Weiss was also present. He shared his concerns regarding funding and increase to resident bills in 2023. He stated that across the country developers are allowed to contribute and asked if we were doing that as well. Mr. Solomon provided information regarding System Development Fees and stated the consultant could provide additional information.

Mr. Solomon stated that a draft version of the minutes for this hearing would be completed and submitted by tomorrow.

3 ADJUSTMENT OF THE AGENDA

- a) It was requested that November 2, 2020 Closed Session minute be removed from the Consent Agenda.

4 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 2, 2020 - Regular Meeting
 - ~~November 2, 2020 - Closed Session~~

ACTION: Adoption of Consent Agenda with November 2, 2020 Closed Session Minutes Removed

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

5 ADMINISTRATIVE ITEMS

6 INTRODUCTIONS AND SPECIAL PRESENTATIONS

7 PUBLIC HEARINGS

- a) Code of Ordinance - Addition of Chapter 158 - Stormwater/Erosion (Continued from November 2, 2020)
Presenters: Joshua Baird, Town Engineer & Susan Locklear, Stormwater Engineer

Mayor McLeod reminded everyone this was a continuation of the Public Hearing held on November 2, 2020. Mr. Baird and Ms. Locklear were present. Ms. Locklear provided an update regarding the bullet points discussed at the previous meeting. Variance updated to now say Town Council.

Council Member Grannis asked for additional explanation regarding Operation and Maintenance Agreement and Escrow. Ms. Ross provided information regarding process and HOA. Council Member Grannis asked if that meant the developer would have no responsibility toward escrow. Mr. Solomon added that education would be a huge piece of this. Council Member Grannis asked if this pertained to just new development that choose to use a shared device. Ms. Ross stated this section applied to new development but there were additional sections that applied to existing developments. Council Member Grannis asked how 158-107 Design Manual - Section 2 could be defended if challenged. Mr. Solomon stated this would need to be researched a bit more

as a manual cannot over ride statute. Ms. Ross and Ms. Locklear stated intent was that most restrictive statute would apply. Council Member Holder questioned about homeowner not being part of HOA. Mr. Baird provided details about operation and maintenance agreement Ms. Ross stated there is nothing in this ordinance that requires any development to have an HOA.

Ms. Ross stated she believed the ordinance and its intent were clear, however, it were entirely up to the council if they desired something additional.

With there being no further comments, the public hearing was closed at 7:07 p.m. and the item was turned over to council for their deliberation.

ACTION: Adoption of Ordinance #2020-11-01

Motion: Council Member Grannis

Second: Council Member Bunn

Vote: Unanimous

- b) Update to Comprehensive List of Fees & Charges - Stormwater/Erosion Control
Presenters: Joshua Baird, Town Engineer & Susan Locklear, Stormwater Engineer

Mr. Baird stated these are not new fees but rather new to the town; as the stormwater program is now an in-house program. Ms. Locklear provided an overview of the proposed rates for both erosion control and stormwater. She stated fees are very much in line with other municipalities.

There were no further comments and the public hearing was closed at 7:19 p.m. for council discussion.

Council Member Bunn stated he felt really comfortable with the numbers presented this evening. Council Member Grannis echoed that as well. He stated he appreciated staff time and research.

ACTION: Adoption of Ordinance #2020-11-02

Motion: Council Member Grannis

Second: Mayor Pro Tem Thompson

Vote: Unanimous

8 OLD BUSINESS

- a) Equipment Lease Purchase Agreement - Fire Truck
Presenter: Robert McKie, Finance Director

Mr. McKie stated this a technical correction to resolution previously passed. Original resolution had incorrect finance company listed.

ACTION: Adoption of Resolution #2020-42

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

9 NEW BUSINESS

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

Ms. Garretson was present and provided details about request to amend by-laws. This amendment would allow a bit more flexibility with meetings schedule.

ACTION: Adoption of Resolution #2020-43

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

- b) Update to Bank Signature Cards - Operating Account &- Claytex Fire District
Presenter: Robert McKie, Finance Director

Mr. McKie was present and shared information regarding Resolutions that are being triggered by retirement of Nancy Medlin. These resolutions will change signature authorities for both the Operating Fund and the Claytex Fire District Accounts.

ACTION: Adoption of Resolution #2020-44

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

ACTION: Adoption of Resolution #2020-45

Motion: Council Member
Second: Council Member
Vote: Unanimous

- c) Recommended Advisory Board Appointments
Presenter: Kimberly Moffett, Town Clerk

- Planning Board
- Public Art Advisory Board
- Parks & Recreation Advisory Board

Ms. Moffett presented recommendations for advisory board appointments. All vacancies were advertised and who applicants were interviewed by both staff and council liaisons. Additionally recommendations for both the Library and Fire Advisory Boards will be presented at the December 7, 2020 council meeting.

ACTION: Appointments to Advisory Boards as Presented

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

- d) Code of Ordinance Update - Chapter 50 - Time of Collection RE: System Development Fees
Presenter: Joshua Baird, Town Engineer

Mr. Baird provided information. This amendment reflects the change of timing regarding the collection of system development fees; as per the NC Statute. The change would be from plat to the time of the building permit. This change would be effective January 2021.

ACTION: Adoption of Ordinance #2020-11-03

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

10 STAFF REPORTS

- a) Town Manager
- 4-Way Stop Sign at Blanche & Barbour

Mr. Solomon shared his thanks and appreciation to Nancy Medlin on her retirement after 31 years of service.

Customer Service employees were all acknowledged for their outstanding service. He stated he has not received one single complaint regarding outstanding balances due to COVID. He stated this is exactly what customer service should be and they are all outstanding employees.

He stated Mr. McKie is doing an outstanding job with assisting with the budget and expense amounts. He stated the budget will be re-visited in December to determine what our expenditures can be. Additional information will be provided at second meeting in December. Sales revenues are up again.

Employee banquets have been postponed for these holidays due to COVID concerns in Johnston County. It was stated that meetings will be held virtually whenever possible.

He stated some good opportunities are headed our way via Parks & Recreation and additional information would be forthcoming shortly.

Discussed 4-way stop Sign at Blanche & Barbour will be installed shortly. Council Member Bunn discussed possible addition of flashing device being installed at stop sign at Smith & Second, he stated there was recently another wreck at this location. Council Member Bunn also shared concerns about

speeding in the mornings on Fayetteville Street. He asked that police take a look at this. Mayor McLeod thought discussion about stop signs with neighbors also included addition of a 4-way stop sign at Blanche & Fayetteville Streets. Mr. Solomon stated the clerk would pull previous minutes. Mr. Cappola stated this request would be fully evaluated and will return to council in January.

- b) Town Attorney
 - c) Town Clerk
 - d) Other Staff
 - COVID Resource Referral Update
- Presenter:* Ann Game, Customer Service Director

Ms. Game provided details about payment referrals for utility payments to include; Johnston County Department of Social Services, NC Hope, NC Cares, One Compassion, St. Anne Catholic Church and Clayton Area Ministries.

Council Member Grannis offered his thanks to the entire team of Customer Service.

11 OTHER BUSINESS

- a) Informal Discussion & Public Comment

Mr. Weiss was present and shared information regarding greenway discussion recently at his HOA meeting (Highgate). He shared background of when he moved in back in 2018 he was assured about the openings of the greenway. He suggested forming a task force to look at obtaining easement to join two greenways that would allow residents of Highgate to use greenway directly it stated it might be 100 yards. Mr. Solomon stated we were already looking at options. We were looking at discretionary funds for something like this and are definitely doing our best to connect the trails. Mr. Weiss stated he appreciated the consideration.

- b) Council Comments

Mayor McLeod asked that Nancy Medlin stand. He "charged" her with; contributing to the overall success of Clayton, sharing her time and talent and ensuring financial stability for the town and always putting Clayton first in her daily job. He stated she was found guilty of the above charges and was "sentenced" to a life of health and happiness in her retirement. Ms. Medlin stated that it has been 22 years with the town and spoke of all the changes she has seen. She stated she has worked with some of the best co-workers and it is going to be difficult to say goodbye. Ms. Medlin received a standing ovation.

Council Member Holder asked about the bridge between Lionsgate and the Clayton Community Center being blocked off for some time. Mr. Solomon stated it was closed due to safety concerns. It is being worked on to ensure its safe re-opening.

12 CLOSED SESSION

- a) Closed Session Pursuant to NCGS 143-318.11.(a)(3)

ACTION: Motion to Go Into Closed Session

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

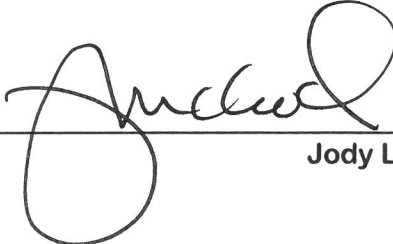
13 ADJOURNMENT

- a) With there being nothing further, the meeting was adjourned at 8:56 p.m.

ACTION: Motion to Adjourn

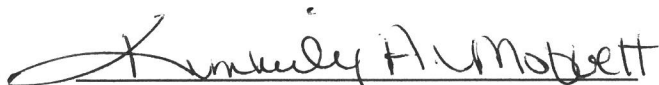
Motion: Council Member Holder
Second: Council Member Bunn
Vote: Unanimous

Duly adopted this the 7th day of December, 2020 while in regular session.



Jody L. McLeod
Mayor

ATTEST:



Kimberly A. Moffett, CMC, NCCMC
Town Clerk

