



**Town of Clayton
Regular Town Council Meeting Minutes
Monday, December 7, 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
Rich Cappola, Deputy Town Manager
Katherine Ross, Town Attorney
Kimberly Moffett, Town Clerk
Joshua Baird, Town Engineer
Joy Garretson, Library 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 6:01 p.m. He led everyone in the Pledge of Allegiance as well as offering the Invocation.

2 ADJUSTMENT OF THE AGENDA

- a) Introduction

Mr. Solomon made a virtual introduction to Greg Tart, who is serving as the Acting Police Chief. Mayor McLeod offered his thanks and appreciation.

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 16, 2020 - Regular Session
 - November 2, 2020 - Closed Session
 - November 16, 2020 - Closed Session
- b) State Sedimentation Commission Memorandum of Agreement
- c) Warranty Acceptance
 - Game Day Marketing

ACTION: Adoption of Consent Agenda as Presented

Motion: Council Member Bunn



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Motion: Council Member Bunn

Second: Mayor Pro Tem Thompson
Vote: Unanimous

4 ADMINISTRATIVE ITEMS

5 INTRODUCTIONS AND SPECIAL PRESENTATIONS

6 PUBLIC HEARINGS

7 OLD BUSINESS

a) Public Art Advisory Board Project Updates

Presenters: Clark Hipolito, Kathleen Nobles & Kim Helmer - Public Art Advisory Board Members

- Downtown Mural Project Guidelines
- Greenway Art Project

Ms. Perricone stated she was happy to be at the meeting this evening and stated that updates would be provided tonight for the Downtown Mural Project and Greenway Art Project. She stated updates regarding the Sculpture Trail and Banner Project would be provided at a later meeting. Ms. Nobles provided an update on the Mural Project and stated building owners would be provided an application should they have an interest in having a mural on their building. A copy of the guidelines were provided to council. Ms. Helmer was present and stated that she, Tammy Murray and John McFadden were serving as the subcommittee working on this project. She provided an update on this project. Due to COVID issues the process was handled differently this year. A call for interest was placed on Facebook and within 24 hours all 112 flowers were claimed. All flowers were handed out with all safety and social distancing protocols in place. All artwork will be placed with the assistance of the Parks & Recreation Department. Ms. Perricone offered her thanks for all the support. Council offered their thanks and appreciation for the dedication of the entire Public Art Advisory Board.

b) Parks & Recreation Bond Project Update

Presenter: Scott Barnard, Parks & Recreation Director, Jenessa Van Deen, HH Architect & Rachel Cotter, McAdams

Mr. Barnard was present and introduced two consultants who have lead the planning efforts of this project. He provided background information and stated recommendations being presented were guided by stakeholder involvement and feedback. Representatives from both HH Architecture and McAdams shared a PowerPoint presentation where they introduced the team involved. Discussion included the stakeholder involvement process. The first project discussed was East Clayton Community Park with main theme of a premiere soccer location. The concept site plan was discussed and included expanded parking opportunities. Discussed was the phasing for improvements. The second project discussed was Clayton Community Park with this park having a multi –generational appeal. Pockets for specific age

groups would be included. Discussion included enhanced parking, entrance off of Amelia Church Road and a new playground for younger children. Areas will also be devoted to a "teen" pod as well as an "active adult" area. Mr. Solomon asked about costs related to tennis court relocations. Council Member Holder asked if there would be regulation size baseball fields at East Clayton Community Park. There was discussion on how our facilities could be more complimentary to the middle school fields. Mr. Solomon shared concerns about reorientation of fields and tennis courts. Also shared was information regarding building renovations of the Community Center. Council Member Grannis asked about the number of offices and room for future staff growth. Next project discussed was Municipal/Civitan Park. Two options were presented. One with keeping existing building with add-on and one with an additional new building. Theme for this park would be Inspiration. Some recommendations included a splash pad and a band shell. Mr. Solomon asked if plans included current discussion with Civitan. Mr. Barnard stated not at this time. Mr. Solomon shared his concerns regarding expectations. Mr. Barnard added that Civitan has been a good collaborator in this project. Council Member Bunn shared his concerns that current building and fields that were named after and honored Clayton residents remain. It was stated that this is the early stages and any required changes could be made. Council Member Holder reminded that we have 18 million dollars for these projects and not 25 million. Mr. Solomon reminded that the financing comes out of that 18 million so dollar amount for projects is actually less. Consultants stated they wanted to reassure they heard the concerns and all would be taken into consideration. Also shared was information regarding Legacy of Civitan. Council Member Grannis asked if there were a timeline established. Mr. Barnard stated we would be looking at 30% design by Spring. He further stated there were other options but felt the fastest the dirt could be removed would be a year from now. Mr. Solomon suggested that he, Joshua Baird and himself get together to discuss further. Mr. Solomon suggested that this item be brought back to council on December 21, 2020. Council Member Everett confirmed that the monies would be going to park renovations.

ACTION: None – Staff Discussion Will Continue

8 NEW BUSINESS

a) RTZ Agreement

Presenter: JD Solomon, Interim Town Manager

Mr. Solomon provide details regarding an agreement recently reached with the Johnston County Commissioners. They have approved the agreement today. Council Member Bunn offered his thanks to Mayor McLeod, Mayor Pro Tem Thompson and Commissioner Lawter for all their hard work that went into this project.

ACTION: Approval of Agreement

Motion: Council Member Holder

Second: Mayor Pro Tem Thompson
Vote: Unanimous

*Roll Call was Completed by Town Clerk with the following voting in the affirmative: Thompson, Grannis, Holder, Bunn & Everett

- b) Volunteer Advisory Board Appointment Nominee Recommendations
Presenter: Kimberly Moffett, Town Clerk
- Library Advisory Board
 - Fire Advisory Board

ACTION: Appointment of Nominees

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

*Roll Call was Completed by Town Clerk with the following voting in the affirmative: Thompson, Grannis, Holder, Bunn & Everett

9 STAFF REPORTS

a) Town Manager

Employee of the Year will be announced shortly. Spoke about a new program that was started, the Manager Awards or COVID award. As well as the Employee of the Year, there have been several employees that have gone above and beyond this year and Mr. Solomon would like to recognize six employees in addition to the Employee of the Year.

Budgets being are being worked on. Mid-year budget review is going well, he stated he is very pleased with the job that everyone has been doing. There would mid-year budget updates by the next meeting.

Parks & Recreation conversation with schools going very well regarding use fields and gymnasiums in the off hours in exchange for assisting them with maintenance money. Draft agreement is being worked on and will be brought back to council at December 21, 2020 meeting.

Trailhead at Legacy is being worked on. This would get the trailhead at Legacy and over at Park View into the right field of Civitan Park and through Municipal Park so the trail system would be connected all around. There would be more on this item at future council meeting.

UDC Update is a significant change in how we do procedurally do land development and other processes. This would be voted on either late January or early February.

In regards to the Water Reclamation Facility, progress is good. LGC has given us the last remainder of the \$3 Million of the \$15 Million. Things are going well and we are in a good position.

b) Town Attorney

Ms. Ross reminded a Roll Call Vote is required during virtual meetings to be in compliance with new statute. Also stated was when going into closed session, the first session would be pursuant to NCGS 143-318.11(a)c6) followed by a session pursuant to NCGS 143-318.11(a)(3).

c) Town Clerk

d) Other Staff

- Library Update

Presenter: Joy Garretson, Library Director

- Parking Lot & Basement Project Updates

Presenter: Joshua Baird, Town Engineer

- 3-Way Stop at Kensington and Neuse Ridge

Presenter: Rich Cappola, Deputy Town Manager

- Tree Removal - Barbour Building

Presenter: Rich Cappola, Deputy Town Manager

Ms. Garretson reported on some of the current programs taking place to include Lucille the Elf. Also shared was information regarding an overdue fine program. This program allows folks to provide canned goods as donations to the food bank in lieu of their overdue book fines. Also spoke about a contest regarding baking and recipe submissions. She also shared the Page Turner Book Club recently won a Literacy Award. Council Member Everett shared his appreciation for all the hard work at the library.

Mr. Baird provided an update on the basement project. He stated waterproofing is basically complete, just a few punch list items remain. Final seal coat is going down this week. Equipment should be moved next week and he hoped to have staff moved to the new offices by the end of next week. He stated parking lots are moving along well. Mayor McLeod asked about utility poles down middle of the new parking lot. Mr. Baird stated there were no plans to move these utility poles. Mayor McLeod shared his concern about these utility poles, as did Council Members Bunn and Grannis.

Mr. Cappola stated he had received a request for a 3-way stop at Kensington and Neuse Ridge. There are concerns about site issues and there is support of installation of this. Staff is working with our PIO to push out information. It is hoped to have it installed in the next few weeks. Council Member Bunn asked if there would be flashing lights included. Mr. Cappola stated yes there would be flashing lights installed as well as other warning signage. Council Member Bunn asked about the possibility of solar lights as current lights seem to wear

down after a few days. Council Member Bunn would like to see this as a permanent fixture on a 4-way stop. Mr. Cappola stated he would determine the cost. Mr. Solomon provided information regarding Second & Smith Streets. He stated research is being completed. Council Member Bunn asked about Blanche & Fayetteville Streets. Mr. Cappola stated the consultant is looking at this intersection as well.

Mr. Cappola provided information stating the request to remove trees in front of the property of the Barbour Building. He is looking for approval from council to move forward with this project. Council Member Bunn asked if there would be a fee charged. Mr. Cappola stated the current fee is \$250 per tree. Council Member Bunn asked if this fee was a staff decision or council decision. Mayor Pro Tem Thompson felt it was unfair to charge to have the trees taken down as the trees belong to the town. He felt the trees did need to be taken down and Council Member Bunn agreed there should not be a charge. Mayor McLeod stated he had heard from others that other businesses had already paid fees to have trees removed. There was discussion on who else had paid. Mr. Solomon stated that we could go back and check over the past 24 months. Council Member Holder stated he believes the trees are a safety hazard when it comes to parking. Council Member Bunn stated that if someone wanted their money back just give it back to them. Mr. Pierce believes there might be a total of approximately \$5000 that had been collected. Mr. Solomon stated additional information would be gathered and reported back to council. He also shared additional information on cost of taking down the trees. Mr. Cappola stated right now there are a total of 14 trees that need to be removed due to safety. Mr. Cappola stated the trees at Barbour Building will be removed with no charge. Mayor McLeod asked if there have been any conversations or feedback from downtown developers about this issue. Mr. Solomon stated in the past couple months the feedback has been to remove them. Mayor McLeod stated he wanted to make sure all bases have been covered.

10 OTHER BUSINESS

a) Informal Discussion & Public Comment

Ms. Moffett reported receiving public comment. This comment pertained to personnel issue regarding Chief Myhand and was read into the record.

b) Council Comments

11 CLOSED SESSION

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

ACTION: Motion to Go Into Closed Session

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

*Roll Call was Completed by Town Clerk with the following voting in the affirmative: Thompson, Grannis, Holder, Bunn & Everett

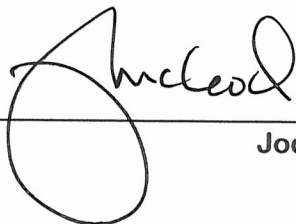
12 ADJOURNMENT

With there being nothing further, the meeting was adjourned at 9:35 p.m.

ACTION: Motion to Adjourn

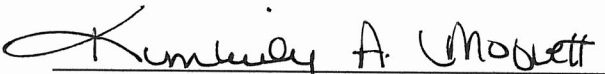
Motion: Council Member Grannis
Second: Mayor Pro Tem Thompson
Vote: Unanimous

Duly adopted this the 21st day of December, 2020 while in regular session.



Jody L. McLeod
Mayor

ATTEST:



Kimberly A. Moffett, CMC, NCCMC
Town Clerk

