Town of Clayton
Regular Town Council Meeting Minutes
Monday, May 20, 2019 @ 6:00 PM
Council Chambers

COUNCIL PRESENT:
Mayor Pro Tem Grannis
Council Member Satterfield
Council Member Thompson
Council Member Bunn

STAFF PRESENT:
Adam Lindsay, Town Manager
Nancy Medlin, D/Town Manager
Katherine Ross, Town Attorney
Kimberly Moffett, Town Clerk
Dale Medlin, Electric Director
Scott Barnard, Parks & Rec Director
Rich Cappola, Public Works Director
Blake Mills, A/Public Works Director
Stacy Beard, Public Information Officer

COUNCIL ABSENT:
Mayor McLeod
Council Member Holder

1 CALL TO ORDER

Pledge of Allegiance and Invocation

a) Mayor Pro Tem Grannis called the meeting to order at 6:02 p.m. and led everyone in the Pledge of Allegiance as well as offering the Invocation.

2 ADJUSTMENT OF THE AGENDA

a) Mr. Lindsay requested that Recognition of Public Works Week be added as Item 4b.

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) Warranty Acceptance
- Parkview, Phases 10 & 11

b) Draft Minutes
- May 6, 2019 - Regular Session
- May 6, 2019 - Closed Session

ACTION: Adoption of Consent Agenda as Presented

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

4 ADMINISTRATIVE ITEMS

a) Warranty Acceptances

- Sunbelt General Tools
- Summerlyn, The Groves

ACTION: Approval of Warranty Acceptances

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

b) Recognition of Public Works Week
Presenter: Rich Cappola, Public Works Director

ACTION: Approval of Recognition

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

5 INTRODUCTIONS AND SPECIAL PRESENTATIONS

a) Employee Promotions
Presenters: Dale Medlin, Electric Department Director & Scott Barnard, Parks & Recreation Director

- Conner Franks, Electric Crew Supervisor
- Amy Shearin, Special Events & Marketing Coordinator

Mr. Medlin stated he was very happy to announce that Conner Franks was recently promoted to Electric Crew Supervisor. Mr. Franks was a member of the United States Marine and had several deployments prior to coming to work for the town in 2015. Council offered their thanks for his service to the country and the town and offered their congratulations.

Mr. Barnard stated he was also happy to announce that Amy Shearin was selected as the Special Events Marketing Coordinator. Ms. Shearin has been with the town for over 5 years in the youth programming area. Council Member Bunn stated the concert on Thursday went off without a hitch and offered his thanks to the entire staff. Council offered their congratulations.

b) Park Scholars
Presenter: Amy Shearin, Special Events & Marketing Coordinator

Ms. Shearin introduced Charlotte, a student from NC State. She shared details about the Legacy Project which has been in progress for two years. The group of students who were part of this project designed and funded four musical instrument panels that will be installed at the Harmony Playground. One of the projects was shown. A total of $7,000 was raised for this project and $2,000 of the funding that was not used was donated to the playground. Mayor Pro Tem Grannis offered his sincere thanks and appreciation.

6 PUBLIC HEARINGS

a) FY 2019-2020 Budget Presentation
Presenter: Adam Lindsay, Town Manager

Mr. Lindsay provided a Power Point presentation and shared details regarding the budget process. He shared details about the direction of this budget to include Capital Items. Staff was tasked with looking at the many aspects and timings of wants and needs. The tax rate will remain the same at $.58. There was discussion regarding General Bond Obligation being placed on the November ballot. The anticipated bond referendum would be $18M. There was discussion regarding major projects to include revitalization of Municipal Park, Clayton Community Park, East Clayton Park, and Community Center. Mr. Lindsay shared some budget highlights to include closing an almost $7M gap. He shared details regarding ad valorem tax revenue. He stated that ad valorem is the primary way that municipalities are allowed to raise revenue. He shared details about the re-evaluation that is currently taking place in Johnston County and how that will affect Clayton's revenue. Also discussed was sales tax revenue and restricted and unrestricted funds. Parks & Recreation fees are being proposed for changes. Citizens would no longer pay membership fee, however, out of town citizens would continue to pay a membership fee. Citizens would be offered a discount of 50% from fees. Also discussed were Open Space Fee. These are fees that are paid by developers to assist in parks and recreation needs. These increases would be phased in a step process. Developers are being contacted by staff to keep them informed. Mr. Lindsay stated a total of 14 new positions were being added, with majority in the Fire Department. He shared details about converting part time positions into full time positions. Mr. Lindsay also shared other position that were being recommended for approval. Also shared was information regarding a 9% water and sewer rate increase and possible future increase amounts. A rate example was provided that showed current bill of $73.85 would increase to $85.57. Mr. Lindsay also shared information regarding AllStar trash pickup and addition of loose leaf pick up. Citizens would see a rate increase of $2.43 which would include loose leaf pick up. There was discussion regarding personnel costs and benefits to include pay and classification study average increase of 2.5%, COLA increase of 3%, state health insurance increase of 7% and NC Retirement Fund contribution increase of 1.2%. Also shared was information regarding capital projects to include; Town Hall Parking expansion, Sam's Branch Phase II, Payton Drive Extension, Railroad Corridor Parking Concept, Harmony Playground Amenities and Parking, ADA Compliance, Sidewalk Master Plan and Relocation of Customer Service.

Mr. Dean Penny was present and shared a brief update regarding the Harmony Playground. Goal was to raise $800,000 and currently is at $650,000. In discussion with Johnston County for possible donation of $100,000. Groundbreaking ceremony is scheduled for October 12, 2019. Annual Gala will be held on October 19, 2019 at The Farm on Highway 42. Mr. Dean offered his thanks to the town for the support.

Mr. Lindsay offered special thanks to staff for assistance and also to council for input and guidance.

Council Member Bunn asked that prior to voting that two issues be discussed to include police vehicles and relocation of Customer Service Office. He stated that he cannot wrap his head around replacing a vehicle with only 72,000 miles. He is comfortable with 100,000 miles. Council Member Satterfield stated he agreed with the understanding that there might also be a "lemon". Mr. Lindsay provided details about what happened to the vehicle after it is replaced and stated these vehicles then go into a spare status. Mr. Lindsay stated that comparison of other municipalities indicated we were in alignment with what we currently do. Council

Member Bunn questioned the moving of customer service at a cost of $334,000. He had concerns with that move. Council Member Satterfield also stated he had concerns about the cost of the move. Council Member Thompson stated he would like to see Customer Service remain in Town Hall or perhaps look at possibility of space within the Police Department. Mayor Pro Tem Grannis asked about what might happen with current Customer Service space. Mr. Lindsay stated hope was to move HR into a private area as well as moving the PIO Office closer to Administration. Mr. Lindsay stated he would like to see a glass wall similar as what is located in Planning. This would help to provide additional security. The space that would be vacated by the PIO would go back for rental usage. It is unknown where Parole, who currently occupies the building, would relocate. There was discussion regarding current and future space requirements by Customer Service. It was agreed that additional discussion would be required.

Noted as a public hearing and floor opened to public.

Mr. Ahlert was present and stated he was disappointed and felt increases were too high.

Mr. Blum stated offered his thanks for all the hard work that went into the budget. He stated he figured it would be a 16% increase for households. He shared his concerns about stating there was no tax rate increase and did not share details about increase in tax bills. He stated he believed if budget was passed as it, there would be a lot of very upset people. He stated he has always been very happy with the council and the way the town operates, however, he feels we are being over ambitious and most folks can't afford it. He feels it is fiscally irresponsible with all the increases. He asked that council taking a closer look and perhaps cut out one or two of the capital projects and reduce tax rate from $.58 to perhaps $.53 or $.54. He again stated that public needed to be informed.

Council Member Satterfield stated the council had deferred many projects. Mr. Blum stated he understood that. He again spoke and stated it was his belief that the best option would be to do a bond.

With nothing further, the public hearing was closed at 7:32 pm.

Mayor Pro Tem Grannis suggested the Public Hearing be continued to allow additional citizens to share input.

ACTION: Continue Public Hearing to June 3, 2019

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

7 NEW BUSINESS

a) Asset Inventory Analysis
Presenters: Rich Cappola, Public Works Director & JD Solomon, Jacobs

Mr. Solomon provided an in-depth informational presentation regarding the Water & Wastewater Asset Management Grant.

Mr. Solomon provided details about the fundamental elements of asset management. He shared information regarding Little Creek Water Facility, Lift Station, Water Distribution System and Wastewater Collection System.

There was discussion regarding lift station and life expectancy. Mr. Solomon stated it was in good condition and would serve us well. Mr. Solomon stated that staff was doing a great job all around.

There were no further questions. Council offered their thanks and appreciation.

Mr. Cappola stated next step would be final grant application for approval.

ACTION: None - Informational Only

b) NCDOT Sidewalk Maintenance Agreement
Presenter: Blake Mills, Asst. Public Works Director

Mr. Mills shared details regarding the NCDOT Sidewalk Maintenance Agreement. This would cover 40 intersections, 24 of which are NCDOT and 16 town intersections. NCDOT would pay in full for their intersections and 80% of our intersections. This was already included in the budget, however, the money is required earlier than anticipated. Approval of agreement was requested.

Council Member Satterfield asked when final number would be available. Mr. Mills stated final numbers are never in until project is completed, however, he feels confident with the requested figure amount of $20,295.

ACTION: Approval of Agreement

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

8 STAFF REPORTS

a) Town Manager

b) Town Attorney

c) Town Clerk

d) Other Staff

- 150 Celebration Update & Events
  Presenters: Stacy Beard, Public Information Officer & Michelle Bonham, Magnolia & Grace Events

Ms. Beard provided an update and stated that plans are underway for year-long events. She shared details about 150 Acts of Kindness, Throwback Thursday Posts, 150th Certificates to Recognize those who have helped to shape Clayton. One-time events include Tar Heel Traveler event, Historic Marker along Front Street on June 28 at 10:00 a.m., Ghost Tour with live characters, Clayton Piano Festival, working with American Legion, Multi-Church Choir Event, Clayton HS Alumni Sports Hall of Fame in the Fall and Hall of Honors in the Spring, and Cooper Heritage Alumni Association may be part of a storytelling event at Clayton Center.

Additionally there will be a 150th commemorative ornament available during the holidays. We are also looking at decorating the Town Christmas Tree with a 150th theme. Discussed permanent stage as gift to the town and the hope is to have plans ready to share in the next few weeks. Ms. Beard stated she would be sure to get dates of known events on council calendar.

9 OTHER BUSINESS

a) Informal Discussion & Public Comment

Sue Johnson shared details regarding Scott Mason, The Tar Heel Traveler. Presentation and Book Signing. This event will be held on June 13 at The Gateway Event Center.

b) Council Comments

10 ADJOURNMENT

a) With there being nothing further, the meeting was adjourned at 8:25 p.m.

ACTION: Motion to Adjourn

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

Duly adopted this the 3rd day of June, 2019 while in regular session.

Jody L. McLeod
Mayor

ATTEST:

Kimberly A. Moffett

Kimberly A. Moffett, CMC, NCCMC
Town Clerk

TOWN OF CLAYTON
INCORPORATED
APRIL 1869
CLAYTON, N.C.