Town of Clayton
Regular Town Council Meeting Minutes
Monday, February 18, 2019 @ 6:00 PM
Council Chambers

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

STAFF PRESENT:
Adam Lindsay, Town Manager
Charles Meeker, Town Attorney
Kimberly Moffett, Town Clerk
Samantha Wullenwaber, Planning Director
Haley Hogg, Planner
Rich Cappola, Interim Public Works Director and Inspections/Engineering Director
Robert McKie, Finance Director
Dale Medlin, Electrical Systems Director
James Warren, Wastewater Treatment Plant Operator
Stacy Beard, Public Information Officer

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

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 Acceptances
- Warrick Park Subdivision (FINAL)
- Ashcroft Subdivision, Phase 2

b) Certification of Sufficiency - 2019-12-ANX - E. Clayton Elementary School

ACTION: Adoption of Consent Agenda as Presented

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

4 ADMINISTRATIVE ITEMS

a) Fresh Air Fund Day 2019 Proclamation

Ms. Moffett stated the town had received a request for Proclamation recognizing the Fresh Air Fund. She further stated there is a local family that will be hosting a student this summer.

ACTION: Approve Proclamation

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

b) Warranty Acceptance:

- Umstead Subdivision

ACTION: Placed on March 4, 2019 Consent Agenda

5 INTRODUCTIONS AND SPECIAL PRESENTATIONS

a) Introduction New Employee(s):
Presenter: Blake Mills, Asst. Public Works Director

- Joe Pitt, Fleet Maintenance Supervisor

Blake Mills introduced Joe Pitt who is serving as the Fleet Maintenance Supervisor. Mr. Pitt comes to Clayton with many years of extensive experience and numerous certifications. Prior to coming to the Town of Clayton, he was employed by the Town of Garner in Fleet Services. Mr. Pitt thanked council and stated he was very happy to be able to work in his hometown and looked forward to a long tenure with the town.

b) Citizen Recognition - Mike Marvel
Presenter: Jody McLeod, Mayor

Mayor McLeod presented a recognition to Mr. Marvel in recognition of his retirement from the Pine Hollow Golf Course. Mr. Marvel has been very active in the community for many years. Also present this evening for this presentation were his employers from Pine Hollow Golf Course.

c) Citizen Recognition - Dr. Thompson
Presenter: Michael Grannis, Mayor Pro Tem

Mayor Pro Tem Grannis presented a recognition to Dr. Thompson on his 25th Pastoral Anniversary with New Mission Trinity Baptist Church. In addition to his pastoral duties, he has been a very active member in the community. Dr. Thompson offered his sincere appreciation for the recognition.

d) Recreation Advisory Board Annual Update
Presenter: Emily Beddingfield, Recreation Advisory Board

Ms. Beddingfield, who serves as Vice Chair of the Recreation Advisory Board was present and shared an overview of the role of this board. The board has a total of 15 members. Currently there are two vacancies. She shared many of highlights of the past year and shared their vision for the upcoming year. She shared details about a recent Saturday morning tour the board members took and visited all town parks. She shared details about current survey being conducted. She stated the overall goal of the board is to represent the community and bringing forward recommendations to council. Council offered their thanks for the report.

6 PUBLIC HEARINGS

a) 2018-230-SUP - Bobbit Road Family Cemetery (Quasi-Judicial)
This hearing is continued from February 4, 2019
Presenter: Planning Department

This public hearing was continued from February 4, 2019 meeting and all those wishing to offer testimony were issued the oath of affirmation at that meeting.

Ms. Wullenwaber shared details about the project and stated it is consistent with the Comprehensive Plan, Surrounding Land Uses and the applicant has addressed all Findings of Facts.

Ms. Wullenwaber stated staff recommended conditions as outlined in staff report be included should project be approved.

Mayor Pro Tem Grannis confirmed staff was in agreement with applicant response.

With no one else wishing to speak, the hearing was closed at 6:25 p.m. and turned over to council for their deliberation.

ACTION: Approval of 2018-230-SUP with Conditions as Included in Staff Report

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

b) 2019-04-RZ - Johnston Health Rezoning
Presenter: Planning Department

Ms. Hogg presented this item. She stated request is to rezone 74.61 acres from PDMU to O-I. Property is located on the corner of Amelia Church Road and Highway 42 West.

She stated the request is consistent with Comprehensive Plan and Surrounding Land Use. She stated both Planning Staff and Planning Board recommend approval of the request.

There were no questions for staff.

Mr. Bizzell was present as a representative for the applicant. He stated he was happy to answer any questions. He stated this updated zoning will allow the flexibility for the continued needs of the hospital.

With no one further wishing to speak, the hearing was closed and the item was turned over to council for their deliberation.

ACTION: Adoption of Ordinance #2019-02-01

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

c) 2019-07-OA - Downtown Overlay Ordinance
Presenter: Planning Department

Ms. Wullenwaber presented this item and stated staff had spent several months going over the proposed amendments. She stated the Planning Board had recommended approval. However, several changes had been made to include awning width. Also stated was the fact that suggested changes would be less restrictive than previously. Additionally, graphics would be provided in the updated ordinance to help better depict requirements.

Both Planning Staff and Planning Board recommend approval.

Mayor Pro Tem Grannis offered his thanks for staff taking a look and making change regarding awnings.

With no one further wishing to speak, the item was turned over to council at 6:37 p.m.

ACTION: Adoption of Ordinance #2019-02-02

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

d) Water & Sewer Rates /Wastewater Capacity Study
"Public Hearing originally advertised for and opened on November 19, 2019"
Presenters: Rich Cappola, Interim Public Works Director & Wooten Company Representatives

Mr. Cappola introduced Charlie Davis of Wooten Company.

Mr. Davis provided a history of the project. He provided details regarding why this project is high priority at this time. He shared details about the steps that have taken place to bring us to where we are today. He provided details about the 2018 Analysis which included updated capacity analysis, treatment options, option costs analysis, rate analysis and a detailed option analysis. He stated more than 20 options were reviewed and considered in the rate model.

A total of five options had risen to the top and this is where the primary emphasis had been spent over the past month.

Mr. Cappola shared in depth detail regarding the option and stated that option 1-D All rose to the top and it is the option being recommended by staff.

Total investment for this option would be $279 million and this was the lowest cost option. Also shared was the projected Financial Plan and a Comparison Table showing user rates. Option 1- D All showed a rate increase of approximately $11 from ' 18-'19 to '19-'20.

Also shown was a User Rate Comparison table that showed the rates of numerous neighboring areas. Mr. Cappola stated that many of these utilities would also be increasing their rates in order to sustain their utility systems.

Also shared was a slide showing those communities in the Upper Neuse Watershed. This information showed moving forward with Option 1-D All, the rate increase would put our rates in line with rates already being charged by other areas.

Option 1-D All meets the 20 year needs, would not require an extension of Raleigh contract past 2027 and would reduce Johnston County purchases. Additionally it allows for future flexibility; including Clayton being a regional player, having potential as a revenue generator and potential of privatization. Additionally with regard to administrative and operational complexity we would consolidate and operate a single plant which would allow for asset management. It will also allow having more level control by limiting external influences and would allow for simplification of development approval by allowing better flow/allocation management. As far as risk management we would have the best defined costs and again reduce external influences (rate increases, permitting, etc.)

Mr. Cappola stated staff was requesting council consensus to move forward with Option 1-D All. He provided details about the anticipated timeline based on receiving approval to move forward with this option. It is believed this project will set us up for long term future.

With no one further wishing to speak, the public hearing was closed at 7:00 p.m. and turned over to council for discussion.

Council member Satterfield stated he felt confident with moving forward. Council Member Holder stated he agreed with moving forward.

Mayor Pro Tem Grannis stated he agreed and felt we needed to move forward with this option and felt this would give us the lowest possible rates and allow us better control.

Council Member Bunn offered his thanks to Mr. Cappola for all the information provided and agreed we needed to move forward. He stated he really liked the fact that we still have our infrastructure remaining with both Raleigh and Johnston County should that be required.

Mayor McLeod stated he was very pleased with this option. He stated that he wanted to ensure we were establishing sustainability for the Town of Clayton. He stated we are all very mindful of costs. He stated it is hoped that Clayton would always be able to function on its own and rely on itself and not others. He also stated he liked the concept in that we can build as we need/afford. He believed this will set Clayton up for the future. He stated he felt it was important citizens know that for every dollar we spend we are only recovering .77 for wastewater costs. He stated Clayton would still be affordable and welcoming to everyone. He stated we had come a long with the project and offered his thanks to the staff for all the research and work put into this project.

It was consensus of the council to direct the manager to move forward with this option.

Mayor Pro Tem Grannis stated he was skeptical when this project was first presented but felt comfortable at this point, due to all the due diligence done on this project and he offered his appreciation to Mr. Cappola. He stated he wanted the citizens to know this was not taken lightly and this project was taken very seriously.

Mr. Cappola stated this has been a group effort including numerous town staff, Black & Veatch and Wooten Company.

ACTION: Council Direction to Move Forward with Option 1-D All

7 NEW BUSINESS

a) 2019-12-ANX - East Clayton Elementary School
Presenter: Planning Department

Ms. Wullenwaber asked that Public Hearing be set for March 4, 201.

Council Member Satterfield asked how this annexation was initiated. Mr. DeYoung provided information and this was requested mostly due to police response concerns.

Council Member Satterfield stated he would like to speak in depth with staff.

Mayor Pro Tem Grannis questioned the advantage to the town. Mr. DeYoung stated the advantage would not be realized by the town but rather the advantage was to the school with reference to police presence. It was stated that a large population of the school students resided within the town.

Council Member Satterfield stated he felt Resource Officers are responsibility of county not the town.

Council Member Holder asked about numbers of students that are residents attending the school. Mr. DeYoung stated he would gather those statistics.

ACTION: Tabled until March 4, 2019 To Receive Additional Information

b) Sam's Branch Greenway, Phase 2 Bid Award
Presenter: Rich Cappola, Director of Engineering & Inspections / Interim Public Works& Utilities Director

Mr. Cappola provided details about the bid process. He stated the bid award figure was incorrectly reported on the cover sheet, it should be $2,689,345.

Mayor Pro Tem Grannis confirmed amount of additional expense and asked for clarification of where this funding would come from. Mr. McKie, Finance Director, stated funds are collapsed into a general fund but shown as committed.

Council Member Bunn asked about timeline. Mr. Cappola stated hope was May of this year.

Mr. Thompson stated he believed this is a very good project and he is in favor.

Mr. Cappola additional information would be shared as we move forward.

Council Member Satterfield asked about the maintenance fees. Mr. Lindsay stated those fees are built into the budget and currently located in Public Works Budget.

ACTION: Award Bid to Fred Smith Company in amount of $2,689,345

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

ACTION: Authorize Town Manager to Negotiate & Execute CEI Contract

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

ACTION: Increase Capital Project Fund to $3,100,000

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

8 STAFF REPORTS

a) Town Manager
- Council Retreat Agenda

Mr. Lindsay provided update regarding the Council Retreat. The retreat will be held on February 26 and February 27 in the Police Department Training Room. Additionally an overflow date has been reserved should all items not be fully completed during two days.

b) Town Attorney

c) Town Clerk

d) Other Staff
- LED Lighting Update
- Peak Shaving

Presenter: Dale Medlin, Electric System Director

Mr. Medlin provided update on these two projects. He stated the Peak Shaving Project will pay for itself. He stated this project offers a very significant savings. Mr. Lindsay stated the town wants to lead by example.

He also provided details about the LED project which will be phased and begin this upcoming Wednesday at Clayton High School, Phase 2 will begin following the fiscal budget year and will include Highway 70 and Highway 42.

Mayor Pro Tem asked for an idea of cost savings realized with LED. Mr. Medlin stated it is projected that the project will pay for itself in 12-15 years.

9 OTHER BUSINESS

a) Informal Discussion & Public Comment

b) Council Comments

Mayor McLeod shared information about an opportunity with Miss America 2019 to create a video for our 150th birthday celebration and other videos to help brand the town. This investment would be $2500 and currently there is $10,000 in council contingency.

ACTION: Approval of $2500 from Council Contingency

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

10 ADJOURNMENT

a) With there being nothing further, the meeting was adjourned at 7:36 p.m.

ACTION: Motion to Adjourn

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

Duly adopted this the 4th of March, 2019 while in regular session.

Jody McLeod
Mayor

ATTEST:

Kimberly A. Moffett, CMC, NCCMC
Town Clerk

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