



Town of Clayton
Regular Town Council Meeting Minutes
Monday, August 5, 2019 @ 6:00 PM
Council Chambers

COUNCIL PRESENT:

Mayor Pro Tem Grannis
Council Member Satterfield
Council Member Holder
Council Member Thompson
Council Member Bunn

STAFF PRESENT:

Adam Lindsay, Town Manager
Nancy Medlin, Deputy Town Manager
Merrick Parrott, Town Attorney
Kimberly Moffett, Town Clerk
Blair Myhand, Police Chief
Samantha Wullenwaber, Planning Director
Robert Yarborough, Senior Bldg. Code Inspector
Lee Barbee, Fire Chief
Stacy Beard, Public Information Officer

COUNCIL ABSENT:

Mayor McLeod

1 CALL TO ORDER

Pledge of Allegiance and Invocation

- a) Mayor Pro Tem Grannis called the meeting to order at 6:01 p.m. He offered a moment of silence in honor of those who lost their lives in the two recent mass shootings in both Texas and Ohio. Mayor Pro Tem Grannis then led everyone in the Pledge of Allegiance as well as offering the Invocation.

2 ADJUSTMENT OF THE AGENDA

- a) Mr. Lindsay stated that Item 3a should indicate Final Acceptance. The item was changed to reflect that. Also under Employee Introductions, Pedro Arruda and Josh Cotton were not available to attend the meeting and will be introduced at a later time.

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) Final Acceptance
- Bristol at Cobblestone - Phase 3
- b) Certificate of Sufficiency - 2019-144-ANX
- Town of Clayton Regional Waste Water Pre-Treatment Facility
- c) Draft Minutes
- June 17, 2019 - Closed Session
 - July 15, 2019 - Regular Session
 - July 15, 2019 - Closed Session

ACTION: Adoption of Consent Agenda as Presented

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

4 ADMINISTRATIVE ITEMS

- a) Recommendation of Appointments to Parks & Recreation Advisory Board
Presenter: Kimberly Moffett, Town Clerk
- Ronald Correia
 - Mark Morgan

ACTION: Appointment to Fill Unexpired Terms

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

5 INTRODUCTIONS AND SPECIAL PRESENTATIONS

- a) Employee Introductions and Promotions
Presenters: Blair Myhand, Police Chief and Robert Yarborough, Senior Building Code Inspector
- Corey Ceden - Police Officer
 - Morgan McKinney - Police Officer
 - Chad Mallett - Police Officer
 - Brandon Lee - Building Code Officer

Chief Myhand introduced Police Officers Ceden and Mallett and provided background information on both officers. They stated they were excited to be part of the Town of Clayton. Mr. Yarborough introduced Brandon Lee, who recently joined the town as a Building Code Officer. He stated he greatly appreciated the opportunity to work for Clayton. Council welcomed everyone.

At 6:26 p.m. Officer McKinney arrived and was introduced and welcomed.

- b) Fire Advisory Board Annual Update
Presenters: Matt Sutphin, Fire Advisory Board & Lee Barbee, Fire Chief

Mr. Sutphin shared an annual update for the Fire Advisory Board and shared information about the board members. He shared details about Clayton hosting the Eastern Carolina Firefighters Association Meeting this year. He stated it was an excellent event that received high praise. The advisory board participated in the planning and review of the 2019/2020 Budget/Staffing. He shared details about future goals of the board going forward.

Chief Barbee shared information about the possibility of creating a Public Safety Advisory Board; which would include both the Fire and Police Departments. Mayor Pro Tem Grannis felt this was a great idea.

6 PUBLIC HEARINGS

- a) 2019-144-ANX - Town of Clayton Regional Wastewater Pre-Treatment Facility
Presenter: Planning Department

Ms. Wullenwaber requested this item be continued to the August 19 meeting.

ACTION: Continued to August 19, 2019

- b) 2019-142-RZ - Lots 8& 9 Southern Regional
Presenter: Planning Department

Ms. Wullenwaber presented this item which is a request to rezone from B-3 to Industrial Light. The property is located at 8801 US Hwy. 70 and the lot sizes range from 1.60 to 2.76 acres. The property is currently vacant.

Ms. Wullenwaber stated request is consistent with the Comprehensive Plan 2040, Surrounding Land Uses, and stated the applicant had addressed the approval criteria. Both Planning Board and Staff recommended approval.

There were no questions of staff.

Applicant, Jim Lee, was present and stated he was happy to address any questions. There were no questions for the applicant.

Mayor Pro Tem Grannis noted this as a public hearing. With no one wishing to speak, the hearing was closed and item turned over to council for their deliberations.

ACTION: Adoption of Ordinance #2019-08-01

Motion: Council Member Thompson

Second: Council Member Holder

Vote: Unanimous

- c) 2019-143-RZ - Rose Street Commercial Development
Presenter: Planning Department

Ms. Wullenwaber stated this request is rezoning from Residential R-8 to B-3. The address for this property is 9811 US Highway Business 70. The lot size is 2.28 acres and this property is currently vacant.

Ms. Wullenwaber stated request is consistent with the Comprehensive Plan 2040, Surrounding Land Uses, and stated the applicant had addressed the approval criteria. Both Planning Board and Staff recommended approval.

Mayor Pro Tem Grannis asked about the neighborhood meeting with regard to a statement made at a previous rezoning meeting about Sheetz. The statement

at that time indicated that if there were to be any future development, the entire block would need to be rezoned. Ms. Wullenwaber addressed this statement.

There were no further questions from staff.

The applicant and the developer were both present and stated they were happy to answer any questions. Council Member Bunn asked about answers to questions raised at the neighborhood meeting. A representative from the developer, Bohler Engineering, stated that those in attendance were advised how concerns would be addressed and how the process would be handled in the future. He also shared information regarding drainage concerns. Also addressed was a citizen's concern about commercial development abutting residential zoning. He stated this concern would be addressed with the appropriate buffer as defined by the town code.

Mayor Pro Tem Grannis noted this as a public hearing. With no one wishing to speak, the hearing was closed and item turned over to council for their deliberations.

ACTION: Adoption of Ordinance #2019-08-02

Motion: Council Member Thompson

Second: Council Member Holder

Vote: Unanimous

7 OLD BUSINESS

8 NEW BUSINESS

- a) 2019 Governor's Highway Safety Program
Presenter: Blair Myhand

Chief Myhand shared information on this program and stated this is strictly housekeeping as we entered year 2 of the 3 year grant that was received last October.

Mayor Pro Tem Grannis asked what the grant is typically used for. Chief Myhand stated it has been used to purchase a vehicle, radio, computer and radar equipment for police officers. He stated this grant is related to highway safety. The Grant matched 85% of salary last year, will match 75% this year and match 50% next year.

ACTION: Adoption of Resolution #2019-34

Motion: Council Member Holder

Second: Council Member Thompson

Vote: Unanimous

9 STAFF REPORTS

a) Town Manager

Mr. Lindsay provided an update regarding Johnston County Commissioners having taken action today and have rescinded action taken last year regarding Clayton's ETJ. He also stated we have received a request from Grifols to extend the RTZ. He shared details about the RTZ. This request would require approval from both JC Commissioners and the Clayton Town Council. JC is considering a memorandum of understanding which will be presented to council for action.

b) Town Attorney

c) Town Clerk

d) Other Staff

- Non-Conforming Site Updates

Presenter: Samantha Wullenwaber, Planning Director

Ms. Wullenwaber provided an update regarding non-conforming sites. Provided was an overview of violation types that are covered by the Planning Department. Zoning violations can take place both in town and within our ETJ and are usually complaint driven. Nuisance violations can only be in town, and are proactive, so if our code enforcement sees a violation he can address it. Non-conforming sites can have both types of violations. Usually zoning violations are commercial and nuisance violations are residential. Ms. Wullenwaber provided examples of various violations that could take place. She stated letters are sent providing information about the violation and staff will work with violators to get issues addressed.

Mayor Pro Tem Grannis asked about the process for repeat violators. Ms. Wullenwaber stated there is an ordinance in place that addresses repeat violators.

10 OTHER BUSINESS

a) Informal Discussion & Public Comment

b) Council Comments

11 CLOSED SESSION

a) Closed Session Pursuant to NCGS § 143-318.11.(a)(4)

"Discuss matters relating to location or expansion of industries or other business in the area served by the public body"

ACTION: Motion to Go Into Closed Session at 6:39 p.m.

Motion: Council Member Satterfield

Second: Council Member Holder

Vote: Unanimous

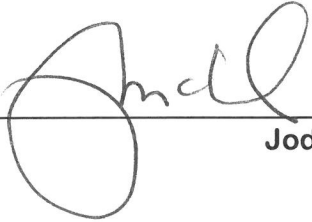
12 ADJOURNMENT

- a) With there being nothing further, the meeting was adjourned at 7:01 p.m.

ACTION: Motion to Adjourn

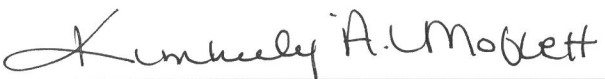
Motion: Council Member Thomas
Second: Council Member Holder
Vote: Unanimous

Duly adopted this the 19th day of August, 2019 while in regular session.



Jody L. McLeod
Mayor

ATTEST:



Kimberly A. Moffett, CMC, NCCMC
Town Clerk

