



**Town of Clayton
Regular Town Council Meeting Minutes
Monday, August 19, 2019 @ 6:00 PM
Council Chambers**

COUNCIL PRESENT:

Mayor McLeod
Council Member Satterfield
Council Member Holder
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
Rich Cappola, Public Works Director
Haley Hogg, Planner
Dave DeYoung, Economic Development
Director
Blair Myhand, Police Chief
Joy Garretson, Library Director
Stacy Beard, Communications Director

COUNCIL ABSENT:

Mayor Pro Tem Grannis

1 CALL TO ORDER

Pledge of Allegiance and Invocation

- a) Mayor McLeod called the meeting to order at 6:00 p.m. He led everyone in the Pledge of Allegiance and offered the Invocation.

2 ADJUSTMENT OF THE AGENDA

- a) Mr. Lindsay stated that employee Terry Williams was unable to attend this evening and will be introduced at a future meeting. A Resolution in support of Bennett Jones was added as Item 6d. Mr. Lindsay will provide the update on 220 West Main Street and addition of Police Chief Myhand to provide a report.

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
- August 5, 2019 - Regular Session
 - August 5, 2019 - Closed Session

ACTION: Adoption of Consent Agenda as Presented

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

4 ADMINISTRATIVE ITEMS

- a) Resolution Awarding Service Weapon & Badge to Lt. John Parker
30 Years of Service to the Clayton Police Department
Presenter: Blair Myhand, Police Chief

ACTION: Adoption of Resolution #2019-35

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

5 INTRODUCTIONS AND SPECIAL PRESENTATIONS

- a) Employee Introductions
Presenters: James Blalock - Utility Maintenance Supervisor, Dale Medlin - Electric Department Director and Robert Yarborough - Senior Building Inspector
- Stephen Norris - Water & Sewer Preventative Maintenance Crew Leader
 - Travis Rose - Electric Line Technician
 - Pedro Arruda - Building Code Officer

Mr. Blalock introduced Stephen Norris who was recently promoted as the Maintenance Crew Leader. Mr. Norris thanked council and staff for support. Mr. Medlin introduced Travis Rose as the new Electric Line Technician . Mr. Rose stated he was happy to be here and be able to follow in his dads footsteps. Mr. Cappola introduced Pedro Arruda as the new Building Inspector. Mr. Arruda stated he was happy to be here and happy part of the team. Council welcomed everyone to the team.

- b) Library Advisory Board Annual Update
Presenter: Stephanie Satkowiak, Library Advisory Board Chair

Ms. Satkowiak, who serves as chair of the Library Advisory Board, was present and provided an update. She shared information regarding the board members and meetings. She shared information about collaborations to include Friends of the Library, Teen Advisory Board, Parks and Recreation, Rotary, Woman's Club, Public Art Advisory, school partnerships, preschools, and the Center for Active Aging and more. She stated the board helps to provide feedback on collections and programming. She shared information about a recent project involving an 8th grade essay contest that was judged by the Teen Advisory Board. She shared information about grants received during the past year to include LSTA Planning Grant . She provided information about the focus groups, visiting sessions and information received from the library needs study . She shared concerns about space in current library with focus on safety. She shared the recommendations of the board which include a new library building to meet the needs of our community. She stated it was desired to keep the library in the heart of downtown with a building that reflected the history of our community while incorporating modern needs and best practices. Also shared was potential of partnerships

with private developers. Looking ahead the board would like additional board training, more interaction with Teen Advisory Board, addition of library staff presentations to board, goals, provide input for and complete request for proposal for this fiscal year, continue with leveraging resources and move library forward to serve needs of our growing community.

Council Member Thompson offered his thanks for the presentation and for the dedication of all the board members. Mayor McLeod offered his thanks to the entire board for their service.

6 PUBLIC HEARINGS

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

ACTION: Continued to September 16, 2019

- b) Recreation Open Space - Amending Fees & Charges
Presenters: Scott Barnard - Parks & Recreation Directory

Mr. Barnard shared information regarding update of fees for Recreation Open Space. Also shared were possible proposed fees moving forward into January 2021.

This was noted as a public hearing and those wishing to speak were asked to step to the podium. Reid Smith offered thanks to staff and council for the effort and work that went into this item. He asked that fees be collected at time of recordation. Mr. Cappola stated currently fees are scheduled to be collected at time of plat.

No one else coming forward to speak, the hearing was closed and the item turned over to council for their deliberation.

ACTION: Adoption of Ordinance #2019-08-03

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

- c) 2019-110-SUP - Amelia Pointe (Quasi-Judicial)
Presenter: Planning Department

Attorney Ross shared information regarding process of a Quasi-Judicial hearing to include types of testimony to be considered. Additionally all those wishing to offer testimony must do so under oath. Oath of affirmation was issued to all by the Town Clerk.

Ms. Hogg stated that both 2019-110-SUP and 2019-145-SD would be presented together, however action on each item would need to be taken separately.

This project consists of 18 single-family townhomes and is on 1.88 acres that are currently vacant on the corner of Shotwell and Amelia Church Roads. The proposed subdivision would consist of the 18 units with access via Shotwell Road. A Traffic Impact Analysis was not required. It was stated that sidewalk would be provided along Amelia Church and Shotwell Road with the sidewalk along Shotwell connecting north to an existing greenway trail.

Shared were dimension standards and proposed setbacks. Also shared were architectural elevations which showed an exterior of gray and white with rear patio and a more modern look than other recent projects.

Project is consistent with Comprehensive Plan, Surrounding Land Uses and the applicant has addressed Findings of Fact for both the Special Use Permit and Subdivision.

If approved staff recommends conditions of approval be placed upon both applications as outlined in staff reports.

There were no questions for staff. Applicant, Nathan Evans was present. He shared details about the project and time spent on the upscale and modern design, which he stated was inspired by all the new growth in Clayton. He stated he was happy to address and questions. No questions for staff

David Pazlansky, attorney, was present and stated he has been in practice since 1992 was present for any questions.

Donnie Adams project engineer was present. He shared his credentials and stated he believed that all Findings of Fact had been met for both the Special Use Permit and Subdivision.

Council Member Bunn confirmed the applicant was in agreement with conditions as recommended by staff and Mr. Evans asked if applicant was okay with recommendations as made by staff. Mr. Evans stated he was in agreement with conditions as recommended by staff.

Council had a brief discussion regarding location of sidewalks.

With no one further wishing to speak, the item was turned over to council for discussion and deliberation. Council Member Satterfield stated he felt this was a great and unique project.

ACTION: Approval of 2019-110-SUP with Conditions as Listed in Staff Report

Motion: Council Member Thompson

Second: Council Member Satterfield

Vote: Unanimous

- d) 2019-145-SD - Amelia Pointe - Preliminary Plat (Quasi-Judicial)
Presenter: Planning Department

ACTION: Approval of 2019-145-SD with Conditions as Listed in Staff Report

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

7 OLD BUSINESS

8 NEW BUSINESS

- a) Budget Amendments
Presenter: Robert McKie, Finance Director

Mr. McKie shared information regarding budget amendments. He stated that amendments were for purchase of additional water and sewer capacity from Johnston County, provided startup funding for design services related to the new water reclamation facility as well as capital budget ordinances or the AMI and Neuse River Facility.

ACTION: Adoption of Ordinance # 2019-08-04
Adoption of Ordinance # 2019-08-05
Adoption of Ordinance # 2019-08-06
Adoption of Ordinance #2019-08-07
Adoption of Ordinance #2019-08-08

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

- b) Temporary Road Closure - Rosemary Street
Presenter: Rich Cappola, Public Works Director

Mr. Cappola stated the developer of Academy Pointe Subdivision requested to close Rosemary Street for approximately one year during the construction of the project. He stated all involved parties were in agreement that this was the best solution.

ACTION: Approve Temporary Closure of Rosemary Street

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

- c) Delegation Mini Brooks Act Exemption
Presenter: Rich Cappola, Public Works Director

Mr. Cappola presented and shared about the Mini Brooks Act which requires local governments to hire all architects, engineers, and surveyors based on

their qualifications. Price is considered only after the most qualified firm is selected. Section §143-64.32, allows units of local government to exempt in writing particular projects from the Act where the estimated professional fee is less than (\$50,000)

It was requested Town Council delegate the Town Manager or his/her Designee the Town Council's authority under NCGS §143-64.32 to exempt specific projects from the Mini-Brooks Acts on a project-by-project basis, where the estimated professional fee is less than Fifty Thousand Dollars (\$50,000). This would allow the town to save time and administrative effort when selecting firms for certain projects, as well as leverage existing contracts or project-specific knowledge that will increase efficiency and effectiveness.

ACTION: Adoption of Resolution #2019-36

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

ACTION: Authorize Town Manager to Grant Exemptions

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

d) Resolution Leadership Clayton High School

Mayor McLeod stated it was the desire of the council to issue a Resolution in support of Bennett Jones. Mayor McLeod read the Resolution.

ACTION: Adoption of Resolution #2019-37

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

9 STAFF REPORTS

a) Town Manager

Mr. Lindsay shared an update regarding the upset bid process of 220 East Main Street. He stated as of today, the current bid was slightly over \$89,000.

b) Town Attorney

c) Town Clerk

d) Other Staff

- Update - Police Department
Presenter: Blair Myhand, Police Chief

Chief Myhand shared an update regarding the Pack the Police Car event that was recently held. He stated it was a great turnout with school supply donations. He stated the donations would be delivered to local schools in the next couple of days. Chief Myhand stated an application for demonstration was received and approved. The protest is in support of Bennett Jones and will be held on Thursday, August 22, 2019. He stated organizers have stated it would be a peaceful event with possibly 1200 in attendance. Chief Myhand stated officers would be on hand to ensure safety for all.

10 OTHER BUSINESS

a) Informal Discussion & Public Comment

Reid Smith offered thanks for approval of temporary street closure of Rosemary Street. Offered thanks to staff for assistance in moving this item quickly. He shared his idea to request to rename the street. Mayor McLeod offered his thanks for the awareness and increased public safety and stated traffic has slowed down through the area.

b) Council Comments

11 CLOSED SESSION

a) Closed Session Pursuant to NCGS 143-318.11(a)(3) - Attorney/Client Privilege

ACTION: Motion to Go Into Closed Session

Motion: Council Member Satterfield

Second: Council Member Holder

Vote: Unanimous

12 ADJOURNMENT

a) Adjourn the Meeting

Council returned from Closed Session. With there being nothing further, the meeting was adjourned at 7:21 p.m.

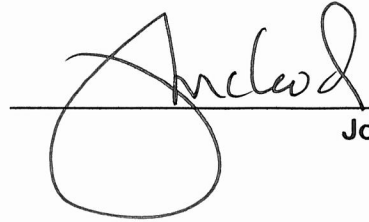
ACTION: Motion to Adjourn

Motion: Council Member Holder

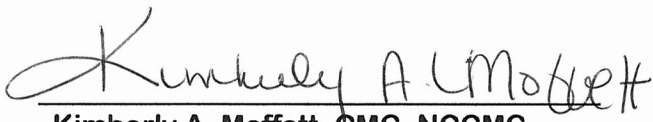
Second: Council Member Satterfield

Vote: Unanimous

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


Jody L. McLeod
Mayor

ATTEST:


Kimberly A. Moffett, CMC, NCCMC
Town Clerk

