Town of Clayton
Regular Town Council Meeting Minutes
Monday, April 16, 2018 @ 6:00 PM
Council Chambers

**COUNCIL PRESENT:**
Mayor Pro Tem Grannis
Council Member Lawter
Council Member Holder
Council Member Thompson
Council Member Bunn

**STAFF PRESENT:**
Adam Lindsay, Town Manager
Nancy Medlin, Deputy Town Manager
Katherine Ross, Town Attorney
Kimberly Moffett, Town Clerk
Samantha Wullenwaber, Planning Director
David DeYoung, Economic Development Director
Blair Myhand, Police Chief
Rich Cappola, Engineering & Inspections Director
Ann Game, Customer Service Director
Dale Medlin, Electric Systems Director
Stacy Beard, Public Information Officer
John Hamlin, A/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 6:00 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) Draft Minutes:
- April 2, 2018

b) Warranty Acceptance
- RWAC Ravens Ridge 8E

c) Proclamation - "Week of the Young Child"

d) Resolution #2018-10 - Authorizing Clayton Area Ministries Lease

**ACTION:** Adoption of Consent Agenda as Presented

Motion: Council Member Holder

Second: Council Member Lawter
Vote: Unanimous

## 4 ADMINISTRATIVE ITEMS

## 5 INTRODUCTIONS AND SPECIAL PRESENTATIONS

a) Public Art Advisory Board Annual Update
*Presenter:* Sara Perricone, Board Chair

Ms. Perricone shared an update with council regarding the Public Art Advisory Board. She provided information regarding the membership and meeting dates. She shared information about some of the projects the board has worked on including the Sam's Branch Art Project, currently the art on display are fish and new art will be placed shortly. She also shared was information about the "Before I Die Project" and the People's Choice Award for the Sculpture Trail. Ms. Perricone stated that members of the board led tours during the Main Street Conference and there was a lot of good feedback and requests for information on how the town got the sculpture trail started. Members of the board are going to begin working on a brochure and will share the process information with those who may be interested in starting their own sculpture trail. Ms. Perricone stated the goal for the upcoming year is to ensure that Clayton remains a great thriving artistic community known for our willingness to share information with others.

Mayor Pro Tem Grannis offered his thanks to the board for the great work that has been done over the past several years. He stated that many people across the state are aware of Clayton and our art projects.

b) Presentation of "Week of the Young Child" Proclamation
*Presenter:* Mayor Pro Tem Grannis

Mayor Pro Tem Grannis presented the Proclamation to members of the Clayton Chamber of Commerce Education Committee.

Ms. Wooten, who is the Chamber President, thanked the council for the Proclamation and recognition.

## 6 PUBLIC HEARINGS

a) 2017-176-SUP - Barbour Street Townhomes - Special Use Permit
*Presenter:* Planning Department

Ms. Wullenwaber stated the applicant has withdrawn this item.

b) 2017-193-SUP - Carillon Assisted Living - Special Use Permit
*Presenter:* Planning Department

Ms. Ross provided detailed information regarding a Quasi-Judicial Hearing to include the types of evidence that can be considered. Any testimony offered must be done so under oath. The Town Clerk issued the oath via affirmation to those wishing to offer testimony.

Ms. Wullenwaber stated the applicant requests a Special Use Permit to operate an Assisted Living Facility, which will be located at the corner of Guy and Amelia Church Roads. The property is zoned B-2 and a total of 5.13 out of 9.61 acres total is being included in the request. There is an associated site plan with this request. No Traffic Impact Analysis was required. It was stated that residents at this location will not have personal vehicles. There will be an extended turn lane. There will be a gated cross access to be utilized for emergency vehicles only.

The request is consistent with the Future Land Use Map and Unified Development Code. The applicant has addressed the Findings of Fact.

Staff recommends approval with conditions as listed in Staff Report.

Applicant was represented by Mr. Robert Steenson, who provided background information regarding the Carillon Assisted Living facilities. He stated they will be opening a new facility in Garner next week. He stated a neighborhood meeting was held and felt it was excellent. He stated that no traffic nor noise generated from these facilities. He provided information regarding the gated cross access easement and requested that the stub out be reserved for emergency vehicles only and further stated that it would be permanently gated.

Council Member Bunn asked how many facilities were currently being operated and Mr. Steenson stated currently a total of 22.

Council Member Lawter asked that Mr. Tate, who was present provided his qualifications. Mr. Tate stated he was a landscape architect and land planner with 29 years of experience. He stated that it was his professional opinion that the application would not materially endanger the public health or safety if located where proposed and developed according to the plans as submitted and approved.

There were no further questions of either staff or the applicant. With no one further coming forward, the hearing was closed at 6:27 p.m. and turned over to council for their deliberation.

**ACTION:** Approval of 2017-193-SUP with Conditions as included in Staff Report

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

## 7 OLD BUSINESS

## 8 NEW BUSINESS

a) Electronic Advertising for Construction Projects
*Presenter:* Rich Cappola, Engineering & Inspections Director

Mr. Cappola presented this item. He stated there are provisions within NCGS 143.129b that allow the town to use electronic advertising to meet requirements for the formal bid process. He is requesting that council authorize the town to use this process.

**ACTION:** Placed on May 7, 2018 Consent Agenda

b) Electric Rate Study
*Presenters:* Dale Medlin - Electric Director & Craig Brown, Principal Consultant with Black & Veach

Mr. Medlin introduced Mr. Craig Brown who is the principal partner of Black & Veach, the firm used to conduct the electric rate study.

Mr. Brown provided information regarding the process. He stated preparing a rate study is a three step process; Revenue Requirements, Cost of Service and Rate Design. He shared the goals of the study included preparation of a five-year financial forecast, development of understanding of the impact of the planned NCEMPA power supply rate increases, conducting an allocated cost of service study to evaluate appropriateness of current rate charges by class, review of current rate structure and considering adjustments and finally to have an excel based model for the future. He shared details about the revenue requirements and proposed rate adjustments. He also shared information regarding the cost of service by rate class.

The proposed rate increase for 2019 is 3%. It was proposed that the customer charge be increased from $6.95 to $12.75 per month. It was stated that it has been 20 years since the customer charge had been increased.

The average bill would increase by $4.00 per month. Council Member Lawter asked what the average monthly residential use is. It was stated the average use is 750 kwh. It was stated that our residential customers are approximately 2/3 of our electrical customers. Mr. Brown stated that is probably higher than most municipalities. Mayor Pro Tem Grannis asked if the Electricities rate was taken into account. Mr. Brown stated it did.

There was discussion and it was stated should the rate increase be approved it would be effective June 1, 2018. There was discussion regarding increasing commercial residents and Mr. Brown deferred those questions to economic development experts. Mr. Lindsay stated we want to ensure that the town continues to provide the excellent service our customers are accustomed to. He reminded how quickly we are able to turn on service during an emergency as well as being proactive to ensure the power stays on during inclement weather, etc.

Council agreed that we need to have the increase to keep finances in order and not endanger our electrical services.

**ACTION:** Placed on May 7, 2018 Consent Agenda

## 9 STAFF REPORTS

a) Town Manager

b) Town Attorney

c) Town Clerk

d) Other Staff

## 10 OTHER BUSINESS

a) Informal Discussion & Public Comment

Mr. Lipscomb stated he was representing Vinson's Pub which will be located at 800 East Main Street and asked that council requested NCDOT to lower the speed limit in this area to 25 mph. It is currently 35 mph and feels many folks are driving much faster. Council stated they would take this under advisement.

Afifa and Fajar Syed stated they are opening a not for profit organization for victims of domestic and substance abuse. They shared their personal story. They stated the business will be located at 857 Town Centre Blvd. and their hope is to provide a safe haven for men, women and children seeking shelter and support. They requested town support and stated financial support, office furniture and computers are needed. Council thanked them for sharing this information and stated they would take under advisement.

b) Council Comments

## 11 ADJOURNMENT

a) With there being nothing further the meeting was adjourned at 7:04 p.m.

**ACTION:** Motion to Adjourn

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

**Duly adopted this the 7th day of May, 2018.**

**Jody L. McLeod**
**Mayor**

**ATTEST:**

**Kimberly A. Moffett, CMC, NCCMC**
**Town Clerk**

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