



**The Town of Clayton
Regular Town Council Meeting Minutes
Monday, November 6, 2017 @ 6:30 PM
Council Chambers**

COUNCIL PRESENT:

Mayor McLeod
Mayor Pro Tem Grannis
Council Member Satterfield
Council Member Lawter
Council Member Holder
Council Member Thompson

STAFF PRESENT:

Adam Lindsay, Town Manager
Katherine Ross, Town Attorney
Kimberly Moffett, Town Clerk
David DeYoung, Planning Director
Joy Garretson, Library Director
Dale Medlin, Electrical Supervisor
Tim Simpson, Public Works Director
Catherine Whitley, Human Resource Director
Blair Myhand, Police Chief
Stacy Beard, Public Information Officer
John Hamlin, A/Public Information Officer

COUNCIL ABSENT:

1 CALL TO ORDER

Pledge of Allegiance and Invocation

- a) Mayor McLeod called the meeting to order at 6:31 p.m. He led everyone in the Pledge of Allegiance and offered the Invocation.

2 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
 - Health Park at 42 West Phase I
- b) Building Inspector Incentive Compensation Policy
- c) Developers Agreement - 231 E. Second Street
- d) Draft Minutes:
 - September 18, 2017 - Regular Session
 - October 2, 2017 - Regular Session
 - October 2, 2017 - Closed Session
 - October 16, 2017 - Regular session
 - October 16, 2017 - Closed Session

ACTION: Adoption of Consent Agenda as Presented

Motion: Council Member Satterfield

Second: Council Member Lawter
Vote: Unanimous

3 ADJUSTMENT OF THE AGENDA

4 ADMINISTRATIVE ITEMS

5 INTRODUCTIONS AND SPECIAL PRESENTATIONS

a) New Employee Introductions

Presenters: Dave DeYoung, Planning Director
Blair Myhand, Police Chief
Steve Blasko, Street Maintenance Supervisor

- Forrest Fleming, Part-Time Building Inspector
- Laura Gray, Building Inspector
- Jose Perez, Administrative Support Specialist
- John Stankiewicz, Police Officer
- Joey Faison, Streets Maintenance

Mr. DeYoung introduced Forrest Fleming who is serving as a part-time Building Inspector. He has been in this position since August 1, 2017. Laura Gray is has recently been promoted to the position of Building Inspector. Ms. Gray was serving as an Administrative Assistant in the Inspections Department and previous to that worked in the Planning Department and Parks & Recreation. Jose Perez is now serving as an Administrative Assistant in the Inspections Department as he continues his course work to become a certified Building Inspector. Mr. Perez comes to Inspections from Public Works.

Chief Myhand introduced Officer John Stankiewicz. Officer Stankiewicz graduated from the Johnston County Community College BLET program. He is a 2014 graduate of Clayton High School and also holds a 2 year degree in criminal justice. He stated he was honored to be serving his hometown. Council Member Satterfield stated he was very impressed with Chief Myhand's presentation of the police badge during the swearing in ceremony.

Mr. Blasko introduced Joey Faison who is working as a Streets Maintenance Technician. He stated he was thankful to be here and looked forward to a long future with the town.

Mr. Perez addressed the council and stated he was honored and very appreciative of the opportunity for his new position and looked forward to the future.

The council welcomed everyone.

b) Public Art Advisory Board Invitation to Veteran Sculpture Unveiling *Presenter:* Sara Perricone, Public Art Advisory Board Chair

Ms. Perricone shared an invitation to attend the Veteran Sculpture Unveiling which will be held on Sunday, November 12, 2017 at 2:00 p.m. in front of The Clayton Center. She provided background information about the memorial/sculpture. She shared that Mike Stojic, who served in the US Marines and is currently a member of the Public Art Advisory Board, came up with the idea to interview veterans in order to hear and share their stories. She stated she was honored to be part of this project and it had been an incredible experience to share, interact and hear firsthand the many personal and powerful stories. She also shared a story about a 10 year old boy scout who was present one day for the sharing of stories and stated at the end of the day that it was the "best day ever". She stated that the unveiling of the Veterans Sculpture was to her, the most important sculpture. She invited everyone to join together to attend and honor those who have sacrificed so much for all of us.

Mayor Pro Tem Grannis offered his thanks and appreciation to both Sara and Mike as well as the Public Art Advisory Board for all the work that went into this project. He stated he was very elated and excited about the project.

6 PUBLIC HEARINGS

- a) 2017-128-SUP Grifols Manufacturing Building #640
Presenter: Planning Department

Attorney Ross provided information regarding the types of testimony that can be considered during a quasi-judicial proceeding. She further stated that testimony must be provided under oath. All those wishing to offer testimony were issued the oath via affirmation by the Town Clerk.

This was noted as a Public Hearing and the hearing was opened at 6:45 p.m.

Mr. DeYoung presented and stated this request is for approval to construct a 75' tall, 150,000 square foot, 3-story sprinkled industrial building. The maximum building height in this district is 50'. Approval of this Special Use Permit would allow the construction of the 75' tall building which is in excess of the maximum height restrictions.

This project has gone through the Technical Review Committee. The Fire Marshall is part of this review process and it was the opinion of the committee that the building meets criteria to be safe.

The request is consistent with the 2040 Comprehensive Plan and the Unified Development Code.

Planning Board and staff recommend approval.

There were no questions for staff.

Dan Simmons of Triangle Civil Works was present, representing the applicant, and stated the increase in height is required for the type of equipment that will be located at this location.

There were no questions for the applicant.

With there being nothing further, the hearing was closed and turned over to council for deliberation and consideration.

ACTION: Approval of 2017-128-SUP

Motion: Council Member Thompson

Second: Council Member Holder

Vote: Unanimous

- b) 2017-137-SUP The Lofts @ Old Town Hall *
Presenter: Planning Department

Attorney Ross provided information regarding the types of testimony that can be considered during a quasi-judicial proceeding. She further stated that testimony must be provided under oath. All those wishing to offer testimony were issued the oath via affirmation by the Town Clerk.

This was noted as a Public Hearing and the hearing was opened at 6:52 p.m. Mr. DeYoung stated this item had been continued from the October 2, 2017 meeting.

Mr. DeYoung provided background information and shared that a Special Use Permit is a requirement for all apartment development. Applicant is requesting development of up to 16 multi-family apartment units within an existing building, located at 231 E. Second Street. A copy of the preliminary floor plan was shared.

The project is consistent with the 2040 Comprehensive Plan as well as the Unified Development Code. The applicant has addressed all Findings of Fact.

Planning Board and staff recommend approval of the development of the property in accordance with executed developer's agreement.

There were no questions of staff.

The applicant, Holden Wilkerson, was present and shared information regarding past projects in other municipalities that had been very successful. He stated they are very excited about this project and to be part of Clayton

Mayor Pro Tem Grannis asked for confirmation that project would be ADA compliant. Mr. Wilkerson stated it would be ADA compliant and that ADA compliant units would be located on the first floor. Mayor Pro Tem Grannis asked if there would be an elevator and applicant stated there would not be an

elevator. There was discussion how a disabled person would get to the higher floors. Mr. Wilkerson stated that is not an ADA stipulation.
There were no further questions of the applicant

The Mayor opened the floor to anyone else wishing to speak.

Kevin Lee who resides 225 East Second Street addressed Council and stated he had concerns about parking issues. He shared his concerns about his and neighboring property as well as the possibility of long term parking from residents of this building which could create additional congestion of the streets. He asked if it were possible to restrict the parking in some way, possibly issuing residential parking permits to owners in the immediate area. -

Darlene Earl of 313 E. Horne Street addressed Council and stated she had a slight concern about parking near police department and stated there are times that law enforcement vehicles need to leave the area quickly and concern is that with extra traffic in the area, vehicles could get hit. She also shared concern about some of the lighting in the parking lot at 313 E. Horne Street being blocked by tree overgrowth.

Mayor Pro Tem Grannis asked staff for confirmation regarding the parking agreement. Mr. DeYoung stated the parking agreement would allow for rental of up to 16 spaces in the town lot located at the corner of Barbour and Horne. These spaces would be for residents of this building. He reminded that any type of use of this building would create a need for parking. He further stated that he believed we had gone the extra step to ensure that parking would be available nearby. Mr. DeYoung stated he certainly understood the concerns of the residents and stated a close eye will be kept on this. He further stated he felt that some of the issues raised by Mr. Lee would be considered and this would be brought back to council in the future. Mayor Pro Tem Grannis stated that he hoped that lighting in the lot will be looked at. Mr. DeYoung stated he would absolutely ensure that any additional lighting or modifications needed would be taken care of.

Council Member Thompson stated he didn't feel we needed to wait regarding parking issues on the street. He stated we already know we have issues and need to begin to work on the issue. Mr. DeYoung stated it will definitely stay on the radar. Mayor stated he would like to see a plan brought forward. Council Member Lawter agreed that we need to begin to address concerns and options about restricting parking or possibly having one side of the street parking implemented.

With no one else wishing to speak, turned over to Council at 7:11 p.m. for their deliberation and consideration.

ACTION: Approval of 2017-137-SUP

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

7 OLD BUSINESS

8 NEW BUSINESS

- a) **Creation of New Position - Economic Development Director**
Presenter: Adam Lindsay, Town Manager

Mr. Lindsay provided information regarding request for creation of an Economic Development Director for the town. He stated he has heard and agrees how vital economic development is vital to Clayton. He shared information about the relationship with Johnston County and they share their full support of an economic development role in Clayton. Mr. Chris Johnson, who serves as the Economic Development Director the County, stated he wished there was such a position in all Johnston County all municipalities. The creation of this position would allow the support for economic development town wide, not just downtown.

Council Member Holder asked about the funding and if this would become part of the annual budget process. Mr. Lindsay stated it would become part of the annual budget and stated he felt very confident this position would be very important and valuable to the town.

Mayor McLeod shared his thoughts and stated it was important to commit to this new position. He spoke about committing to the new position, which includes a financial commitment and in turn leads to great rewards. He spoke about economic development in Clayton to include Grifols and Novo Nordisk and stated they are many other businesses interested in Clayton. He spoke about the huge stress currently placed on staff and stated it was time that we had an economic development officer to lead and focus these efforts. He stated he believed the position was very well justified and will serve Clayton for many decades.

Mayor Pro Tem Grannis echoed the Mayor's sentiments. He spoke about existing projects and how current staff has absorbed those responsibilities and have done an excellent job. He further stated he believed there comes a time when current staff becomes completely saturated and we cannot continue. As the town continues its growth, there are new challenges and we need to provide additional support. He again offered his accolades to staff and stated he was in full support of this position.

Council Member Lawter spoke about this position and stated it has been talked about for years. He agreed and stated we could not afford not to have someone focused on economic development.

Council Member Thompson was also in agreement with the need for the position and the fact that it will pay off. He did remind that many department heads were asked to cut their annual budgets and asked that we not lose sight of that as we move forward.

ACTION: Approval of Position and Funding of Position

Motion: Council Member Holder

Second: Mayor Pro Tem Grannis

Vote: Unanimous

b) **Code of Ordinance Amendment - Chapter 74: Parking Schedules**

Presenter: Blair Myhand, Police Chief

Chief Myhand addressed council and asked that Chapter 74 of our Code be amended to include Hawkesburg Drive and Torrey Pines Drive added to Parking Schedules, Schedule 1, Prohibited Parking. These streets are located by Powhatan Elementary School

Chief Myhand stated there were concerns regarding pedestrian safety and parking in this location. He further stated this is part of a larger discussion with schools to constantly assess our approach to safety. He stated conversations had been had with the principal of the school and some changes had been made regarding student release. Chief Myhand shared information about our current ordinance and stated folks parking in these areas are already in violation and the installation of no parking signage would make it clearer and allow enforcement of violations.

Mayor Pro Tem Grannis asked for clarification that we were extending the no parking zone on Hawkesburg Drive. Chief Myhand stated that was true, that our current ordinance prohibits parking within 20' of an intersection.

There was discussion about concern that people who currently park in this area would just move back which could create an even worse problem than the current issue. Chief Myhand stated he agreed there are probably concerns at most schools and that we do need a larger discussion. However, his concern right now is this area, which is blocking the line of sight, especially at Torrey Pines Drive. It was his recommendation that we not wait in this area and stated that the addition of signage would make it clearer to everyone.

It was stated there had been no crashes in the area, however, several complaints from nearby residents had been received regarding people not stopping as kids are crossing. Chief Myhand stated the principal had made some changes regarding release time to attempt to alleviate some of the issues. There was discussion regarding previous signage being posted and removed as the process of installation was not handled correctly and therefore no enforceable.

Council Member Lawter spoke about student release time change and stated some folks felt that change made things worse. His concern is that signs are not going to stop people and he would like there to be further discussion with principal. Chief Myhand stated he planned to meet with the principal next week.

ACTION: Adoption of Ordinance 2017-11-01

Motion: Council Member Satterfield

Second: Council Member Lawter

Vote: Yes: Satterfield, Lawter, Thompson & Holder
Abstain: Grannis

9 STAFF REPORTS

- a) Town Manager
- b) Town Attorney
- c) Town Clerk
- d) Other Staff

10 OTHER BUSINESS

- a) Informal Discussion & Public Comment
- b) Council Comments

Council Member Holder reminded everyone that November 7, 2017 was Election Day.

11 ADJOURNMENT

- a) With there being nothing further, the meeting was adjourned at 7:49 p.m.

Motion: Council Member Satterfield

Second: Council Member Thompson

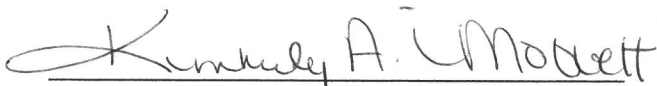
Vote: Unanimous

Duly adopted this the 20th day of November, 2017 while in regular session.



**Michael Grannis
Mayor ProTem**

ATTEST:



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

