



The Town of Clayton
Regular Town Council Meeting Minutes
Monday, July 17, 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
Nancy Medlin, Deputy Town Manager
Katherine Ross, Town Attorney
Kimberly Moffett, Town Clerk
David DeYoung, Planning Director
Jay McLeod, Senior Planner
Kaitlyn Russo, Downtown Development Coordinator
Stacy Beard, Public Information Officer
John Hamlin, A/Public Information Officer
Tim Simpson, Public Works Director
Byron Poelman, Utility Service Superintendent
Rich Cappola, Town Engineer
Anne Game, Customer Service Director

COUNCIL ABSENT:

1 CALL TO ORDER

Pledge of Allegiance and Invocation

- a) Mayor McLeod called the meeting to order at 6:32 p.m. He led everyone in the Pledge of Allegiance and offered the Invocation.

2 ADJUSTMENT OF THE AGENDA

- a) With reference to item 5a - Employee Introductions - Jeremy Riddle and Holden Blackmon were removed as they were unable to attend the meeting. . Item 6a - 2017-37-PDD - Walton Farm @ RWAC was continued until August 7, 2017. Also continued to August 7, 2017 was item 6b - 2017-38-SD - Walton Farm @RWAC.

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

- June 5, 2017 - Regular Meeting
- June 5, 2017 - Closed Session
- June 19, 2017

b) Warrant Acceptance

- Spring Branch Medical Park Phase 2, Smith Packet AL Facility (FINAL)

ACTION: Adoption of Consent Agenda as Presented

Motion: Council Member Holder

Second: Council Member Thompson

Vote: Unanimous

4 ADMINISTRATIVE ITEMS

a) Warranty Acceptance

- Glen Laurel East, Phase 3 (FINAL)
- Riverwood Villas II, Phase I & II
- Riverwood Ranch Townhomes
- RWAC Alpine Valley, Phase 6A-3 (FINAL ASPHALT)
- RWAC Alpine Valley, Phase 6A-3
- Spring Branch, Lot 4

ACTION: Placed on August 7, 2017 Consent Agenda

5 INTRODUCTIONS AND SPECIAL PRESENTATIONS

a) Employee Introductions

Presenters: Byron Poelman - Utility Service Superintendent
Rich Cappola, Town Engineer
Ann Game, Customer Service Director

NEW EMPLOYEES:

- Jimmy Bambule - Utility Maintenance Mechanic
- Chris Snead - Instrument Control Technician
- David Creech - Inspector
- Sheri Smith - Customer Service Representative

Mr. Poelman introduced two new employees; Jimmy Bambule who is a Utility Maintenance Mechanic and Chris Snead who is an Instrument Control Technician. Mr. Poelman stated everyone was excited to have them join the team. Jimmy currently serves in the Army Reserves and Chris is a Clayton High School graduate. Both Jimmy and Chris stated they were happy to be here. Everyone welcomed them to the team.

Mr. Cappola introduced David Creech, who is a Building Inspector II. Mr. Creech stated he was very happy to be with the town. His previous work experience includes Johnston and Durham Counties. He holds a North Carolina General Contractor license and Mr. Cappola stated David has already brought many great ideas forward. David stated he was excited to be here. The Mayor and council stated they were very excited to have David as part of the town.

Ms. Game introduced Sheri Smith, who has joined the Customer Service Department as a Customer Service Representative. She is excited to be here in Clayton. Ms. Smith has 15 years of experience in municipal utilities to

include the City of Raleigh and the Town of Cary. Sheri stated she was really enjoying her time here. She was welcomed by all.

- b) 2017 Harvest & Music Festival September 11 - 17, 2017 Presentation & Street Closure Request

Presenter: Kaitlyn Russo, Downtown Development Coordinator

Ms. Russo, on behalf of the Clayton Chamber of Commerce, requested a Resolution in support of NCDOT road closures for the 2017 Harvest Festival. Applicant is completing application for road closures directly with the NCDOT and part of the application process requires support from the council. Mayor Pro Tem had a question about a possible road closure on Main Street on Sunday during the Harvest Festival. Ms. Russo stated details regarding events to take place on Sunday were still being determined and once final plans were complete the Chamber would come back to council for necessary approval.

ACTION: Adoption of Resolution #2017-22

Motion: Mayor Pro Tem Grannis

Second: Council Member Holder

Vote: Unanimous

6 PUBLIC HEARINGS

- a) 2017-37-PDD - Walton Farm @ RWAC

Presenter: Planning Department

This item was continued to the August 7, 2017 meeting due to applicant illness.

ACTION: Continued to August 7, 2017

Motion: Council Member Lawter

Second: Mayor Pro Tem Grannis

Vote: Unanimous

- b) 2017-38-SD - Walton Farm @ RWAC

Presenter: Planning Department

This item was continued to the August 7, 2017 meeting due to applicant illness.

ACTION: Continued to August 7, 2017

Motion: Council Member Holder

Second: Mayor Pro Tem Grannis

Vote: Unanimous

7 ITEMS SCHEDULED FOR THE REGULAR MEETING

- a) 2016-209-RZ - Zoning Overlay Map Update

Presenter: Planning Department

Mr. McLeod presented this item. He stated this request would update the existing zoning maps to reflect current code definitions.

ACTION: Set Public Hearing for August 7, 2017

- b) 2016-239-OA - Downtown Overlay District
Presenter: Planning Department

Mr. McLeod stated the Downtown Overlay District was presented for consideration. He stated there is still come analysis at staff level being continued regarding wastewater fees and this information would be completed in time for the August 7, 2017 meeting. Mayor Pro Tem Grannis asked about window signs and if these types of signs included concert type signs or if the signs had to be related to the business. Mr. McLeod stated in new amendments size allowance would increase to allow for seasonal signs, etc. Mayor Pro Tem Grannis stated his concern was many businesses are asked to hang signs and there might be up to 4 signs at one time. Mr. McLeod stated the proposed language increases the size allowance to 24" X 36". Mayor Pro Tem asked how this would be managed. Mr. McLeod stated if there were a complaint or should a business have their windows completely filled with signage, the code would be in place to enforce.

ACTION: Set Public Hearing for August 7, 2017

- c) 2017-78-SUP - OTW Transport
Presenter: Planning Department

Mr. DeYoung stated the applicant requested a Special Use Permit to allow On The Way Transport to continue to operate the use of a towing service and storage, located by Gold N Pawn, located off of US Highway 70. Mr. DeYoung stated screening materials on fencing would be upgraded. He also stated the pawn shop will remain in business.

ACTION: Set Public Hearing for August 7, 2017

- d) 2017-59-SUP - 420 Andrews Duplex
Presenter: Planning Department

Mr. DeYoung stated applicant is requesting allowance of duplex at 420 Andrews Duplex. It is a two family home and there are currently existing adjacent duplexes.

ACTION: Set Public Hearing for August 7, 2017

- e) 2017-81-RZ - 800 E. Main Street
Presenter: Planning Department

Mr. McLeod stated applicant is requesting to rezone the property located at 800 E. Main Street, the old auto parts store, from Highway Business to Central Business.

ACTION: Set Public Hearing for August 7, 2017

- f) 2017-102-OA - Lot Size R-E Amendment
Presenter: Planning Department

Mr. McLeod stated this proposed amendment would reduce minimum lot size from 30,000 square feet to 25,000 square feet in Residential Estate zoning district with regard to public water and septic lots.

ACTION: Set Public Hearing for August 7, 2017

8 OLD BUSINESS

9 NEW BUSINESS

- a) Brunch Bill
Presenter: Adam Lindsay, Town Manager

Mr. Lindsay reported the State Legislature adopted a law that would allow municipalities to authorize the sale of alcoholic beverages before 12 noon on Sunday. He stated process is straight forward and that no public hearing is required and that adoption of this would require an affirmative vote of 2/3 from council and should that not be received, a second vote would need to be taken with a simple majority to pass.

Mayor Pro Tem Grannis asked if this applied strictly to restaurants. Mr. Lindsay stated he would confirm.

Mayor would like to hold Public Hearing to hear public input. He stated he has only had a couple of requests to support and one of those requests is not located within the town limits. It was stated that should the council pass this bill, it would only pertain to those within the town limits.

Council Member Satterfield asked if the County had taken this item up yet. Mr. Lindsay and Ms. Ross stated they did not know.

ACTION: Set Public Hearing for August 7, 2017

10 STAFF REPORTS

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

11 OTHER BUSINESS

- a) Informal Discussion & Public Comment

Mr. DeVoid was present and asked for an update regarding suggested Veterans Memorial. Mayor McLeod stated that in the short term, a space in front of the Clayton Center has been reserved for the placement of public art that would pay tribute to Veterans. The long term is looking at bonds for Parks and Recreation with the possibility of designating a park for a veterans that would include a tribute at that location. Mr. DeVoid asked if a citizen board was being considered at this time. The Mayor said not at this time, however, certainly once we get closer to designating a park and creating the tribute, a citizen board would definitely be set up. Mr. DeVoid stated he would be happy to part of such a board. The Mayor stated it is the desire of the town to have a distinctive and proper tribute to veterans. Mr. DeVoid thanked council for the update.

b) Council Comments

Council Member Holder shared his thoughts that Clayton is becoming a town with numerous bars and breweries and had concerns regarding DUI's. He has asked that the Police Department engage with these business owners and come up with a plan to ensure there are systems in place to getting folks home safely.

Mr. Holder stated it is hard to find waste bags that are clear and asked that information be shared on where these bags could be purchased.

The Mayor stated he would like to see if there are any trends in DUI in Clayton over the past year. This information would be beneficial to have at the public hearing for the brunch bill which will be held on August 7, 2017.

Council Member Lawter reminded everyone of the upcoming concert on Thursday night. He stated the bands playing are Clayton residents who are embarking on their musical careers.

12 CLOSED SESSION

a) Closed Session Pursuant to NCGS 143-318.11.(a)(3) & 143-318.11.(a)(5)

ACTION: Motion For Closed Session at 7:05 p.m.

Motion: Council Member Lawter

Second: Council Member Grannis

Vote: Unanimous

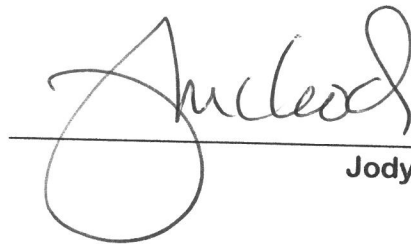
13 ADJOURNMENT

Council returned from Closed Session at 7:55 p.m. With there being nothing further meeting was adjourned.

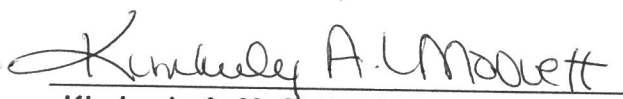
ACTION: Motion to Adjourn

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

Duly adopted this the 7th day of August, 2017 while in regular session.


Jody L. McLeod
Mayor

ATTEST:


Kimberly A. Moffett, CMC, NCCMC
Town Clerk

