



**Town of Clayton**  
**Regular Town Council Meeting Minutes**  
**Monday, April 17, 2023 at 6:00 PM**  
**Council Chambers, Town Hall**  
**111 E. Second Street**

|                                                                                                                                                                                                                                                  |                                                                                                                                                                                                                                                                                                                                                                           |
|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>Council Present:</b><br>Mayor Jody McLeod<br>Mayor Pro Tem Jason Thompson<br>Council Member Porter Casey<br>Council Member Avery Everett<br>Council Member Andria Archer<br>Council Member Michael Sims<br><br><b>Council Absent:</b><br>None | <b>Staff Present:</b><br>Rich Cappola, Town Manager<br>Jim Cauley, Town Attorney<br>Heidi Holland, Town Clerk<br>Dolores Gill, Deputy Town Manager<br>Robert McKie, Finance Director<br>Jonathan Jacobs, Assistant Engineering Director<br>Nathanael Shelton, Communications Officer<br>Patrick Pierce, Economic Development Director<br>Allen Turnage, Electric Director |
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**1. CALL TO ORDER**

- a. Call to Order

Mayor McLeod called the meeting to order at 6:03 p.m.

- b. Pledge of Allegiance

Mayor McLeod led the Pledge of Allegiance.

- c. Invocation

Mayor McLeod provided the Invocation.

**2. ADJUSTMENT OF THE AGENDA**

- a. Rich Cappola adjusted the agenda as follows:

ADD: 3g. Electricities Oath (Allen Turnage)

**Approve or Adjust the Agenda**

|                  |                                                                              |
|------------------|------------------------------------------------------------------------------|
| <b>RESULT:</b>   | <b>CARRIED 5-0</b>                                                           |
| <b>MOVER:</b>    | Andria Archer                                                                |
| <b>SECONDER:</b> | Michael Sims                                                                 |
| <b>YES:</b>      | Jason Thompson, Porter Casey, Avery Everett, Andria Archer, and Michael Sims |
| <b>NO:</b>       | None                                                                         |

### 3. **CONSENT AGENDA**

a. Minutes

- March 1, 2023 - Closed Session
- March 10, 2023 - Regular Session
- March 10, 2023 - Council Retreat
- March 11, 2023 - Council Retreat
- April 3, 2023 - Work Session
- April 3, 2023 - Regular Session
- April 3, 2023 - Closed Session

*Presenter:* Heidi Holland, Town Clerk

b. Triangle J Council of Governments (TJCOG) Charter Amendment

*Presenter:* Rich Cappola, Town Manager

c. Resolution 2023-21 to Accept Public Utilities into The Town of Clayton Public Utility System for Maintenance – Ashcroft 2, Phase 1A

*Presenter:* Jonathan K. Jacobs, PE, CFM - Assistant Engineering Director

d. Resolution 2023-22 to Accept Public Utilities into The Town of Clayton Public Utility System for Maintenance – Ashcroft 1, Phase 8

*Presenter:* Jonathan K. Jacobs, PE, CFM - Assistant Engineering Director

e. Resolution 2023-23 to Accept Public Utilities into the Town of Clayton Public Utility System for Maintenance – O'Neil Overlook

*Presenter:* Jonathan K. Jacobs, PE, CFM - Assistant Engineering Director

f. Main Street Designation

*Presenter:* Patrick Pierce, Economic Development Director

g. ElectriCities Oath (Allen Turnage)  
(Added to the Agenda)

**Approve Consent Agenda as Presented**

**RESULT:** CARRIED 5-0

**MOVER:** Jason Thompson

**SECONDER:** Andria Archer

**YES:** Jason Thompson, Porter Casey, Avery Everett, Andria Archer, and Michael Sims

**NO:** None

### 4. **ADMINISTRATIVE ITEMS**

### 5. **INTRODUCTIONS AND SPECIAL PRESENTATIONS**

a. Downtown Parking Taskforce

*Presenter:* Ruth Anderson, Taskforce Member

Patrick Pierce, Economic Development Director, introduced Ruth Anderson, who was present tonight to provide an update. Shared were the members of the taskforce. A ribbon cutting ceremony was held today to open three parking lots, which would provide 85 newspaces, and would be open to public use.

These lots are:

- Compare Foods (24 hours a day, 7 days a week)
- First Federal Bank (Monday – Friday, 6:00 p.m. – 6:00 a.m. and all-day Saturday and Sunday)
- True Line Surveying (Monday – Friday, 6:00 p.m. – 6:00 a.m. and all-day Saturday and Sunday)

Public parking signs would be put in these new areas. A video and social media campaign will go out to the public soon as well as an interactive downtown map. The next steps would be to pursue new partnerships, enhance pedestrian signage to and from parking lots, and create a better downtown map for mobile and online.

Ms. Anderson thanked Mayor McLeod for the vision of creating this taskforce. She thanked the group of the taskforce members that were involved. Mayor McLeod thanked Mr. Pierce, Ms. Anderson and the taskforce team.

- b. National Lineman Appreciation Day Proclamation  
*Presenter:* Mayor McLeod to Present to Electric Department

Allen Turnage, Electric Director, was present with his staff to accept this proclamation. Mayor McLeod read the proclamation and presented it.

Mr. Turnage shared the stats of his department. He stated they have surpassed 8,000 meters in the Town. His staff has been staying busy and have been keeping as much work in-house as possible. He thanked Council for this recognition.

- c. National Library Week Proclamation  
*Presenter:* Mayor McLeod to Present to Library Staff

Joy Garretson, Library Staff, members of the Library Advisory Board and Friends of the Library, were present tonight to accept this proclamation. Ms. Garretson spoke about the library and programming. Shared were stats on library visits and programs.

Mayor McLeod read the proclamation and presented it to Ms. Garretson, her staff and board members.

- d. Administrative Professionals Day Proclamation  
*Presenter:* Mayor McLeod

Dolores Gill spoke on Administrative Professionals Day. Kelly Young, Lara Keating-Lopez and Penny Adams were present. Mayor McLeod read the proclamation into the record and presented it to staff.

- e. Earth Day Proclamation  
*Presenter:* Mayor McLeod to Present to Citizens' Climate Lobby

Debra Hooker and members of the Citizens' Climate Lobby were present. She stated they are happy and excited to accept this proclamation. Mayor McLeod read the proclamation and presented it to the members of the Citizens' Climate Lobby.

**6. PUBLIC HEARINGS**

- a. Project Life Development Agreement  
*(Continued from March 20, 2023 Regular Meeting)*  
Presenter: Patrick Pierce, Economic Development Director

Mr. Cappola asked for this item be continued to the May 15, 2023 meeting.

**7. OLD BUSINESS**

**8. NEW BUSINESS**

**9. STAFF REPORTS**

- a. Town Manager

Mr. Cappola provided an update on Scott Barnard, Parks & Recreation Directors accident. The Town has asked Matt Lorion to step in as Acting Director in the meantime. He stated we would continue to keep Mr. Barnard in our thoughts and prayers.

Mr. Cappola provided dates for upcoming events in the Town. He stated National Lineman Appreciation Day is tomorrow, April 18th. Clayton Earth Day Clean Up will be held April 22nd. The Isaacs will be at The Clayton Center April 23rd. The Town will be participating in Bring Your Kids to Work Day on April 27th. April 28th will be Moving Night and an Arbor Day celebration at Municipal Park. April 29th, at Fire Station One, would be the event, Autism Awareness Month: Accept. Understand. Love, which would be held from 10:00 a.m. - 12:00 p.m.

- b. Town Attorney  
c. Town Clerk  
d. Other Staff

**10. OTHER BUSINESS**

- a. Informal Discussion & Public Comment
- Individuals have three (3) minutes to address the Town Council.
  - Groups will designate a spokesperson. The spokesperson will have five (5) minutes to address the Town Council.
- b. Council Comments

Mayor Pro Tem Thompson stated it seems like in the last few weeks the Town has been receiving positive feedback about events happening in The Clayton Center. He stated he thinks The Clayton Center staff has been doing an outstanding job.

Council Member Sims announced he has been working with Chief Tart, Matt Sutphin, and Amy Sheain to organize a Community Basketball Tournament between the Police Department and Fire Department. This would be held on May 13th at Municipal Park. Coke is a sponsor and would be providing free drinks, ice cream and hot dogs. He introduced his nephew who was present at tonight's meeting. He stated he

wanted to see how local government operates. Mayor McLeod stated he is glad he is here.

Council Member Casey spoke about the Clayton Earth Day Cleanup which would be held on April 21. Supplies could be picked up at the Farmer's Market. He stated you could sign up to volunteer online. He thanked staff for helping to coordinate this event.

**11. CLOSED SESSION**

**12. ADJOURNMENT**

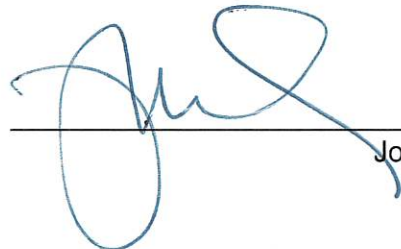
a. Adjourn

With nothing further, the meeting was adjourned at 6:38 p.m.

**Motion To Adjourn**

|                  |                                                                              |
|------------------|------------------------------------------------------------------------------|
| <b>RESULT:</b>   | <b>CARRIED 5-0</b>                                                           |
| <b>MOVER:</b>    | Michael Sims                                                                 |
| <b>SECONDER:</b> | Porter Casey                                                                 |
| <b>YES:</b>      | Jason Thompson, Porter Casey, Avery Everett, Andria Archer, and Michael Sims |
| <b>NO:</b>       | None                                                                         |

Duly adopted by the Town Council this 1st day of May 2023, while in regular session.

  
\_\_\_\_\_  
Jody L. McLeod  
Mayor

ATTEST:



Heidi L. Holland, CMC, NCCMC  
Town Clerk

