



Town of Clayton
Regular Town Council Meeting Minutes
Monday, April 1, 2024 at 6:00 PM
Council Chambers, Town Hall
111 E. Second Street

Council Present:

Mayor Jody McLeod
Council Member Porter Casey
Council Member Andria Archer
Mayor Pro Tem Michael Sims
Council Member Gretchen Williams
Council Member Ruth Anderson

Staff Present:

Rich Cappola, Town Manager
Jim Cauley, Town Attorney
Dolores Gill, Deputy Town Manager
Lee Barbee, Deputy Town Manager
Robert McKie, Finance Director
Greg Tart, Police Chief
Nathanael Shelton, Communications Officer
David Ranes, Fire Chief
Joshua Baird, Engineering Director
Conrad Olmedo, Planning Director
Sam Johnson-Phillips, Deputy Town Clerk
Patrick Pierce, Economic Development Director
Bruce Venable, Planner

Council Absent:

None

1. CALL TO ORDER

- a. Call to Order

Mayor McLeod called the meeting to order at 6:00 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. An adjustment of the agenda was made to add two closed session items, one to discuss real property and one to discuss a legal matter.

Approve or Adjust the Agenda

RESULT:	CARRIED 5-0
MOVER:	Andria Archer
SECONDER:	Porter Casey
YES:	Porter Casey, Andria Archer, Michael Sims, Gretchen Williams, and Ruth Anderson
NO:	None

3. **CONSENT AGENDA**

- a. Minutes
 - March 18, 2024 - Regular Session

Presenter: Sam Johnson-Phillips, Deputy Town Clerk
- b. Resolution To Accept Public Utilities into The Town of Clayton Public Utility System for Maintenance – Grifols Phase II Wastewater Effluent Line
- c. Resolution to Accept Utilities for Warranty Highgate Ph. 5
Presenter: Joshua Baird, PE, CFM - Engineering Director
- d. Resolution in Support of Clean Water State Revolving Fund (CWSRF) Application Submittal for Sam's Branch WRF Program
Presenter: Joshua Baird, PE, CFM - Engineering Director

RESULT:	CARRIED 5-0
MOVER:	Andria Archer
SECONDER:	Michael Sims
YES:	Porter Casey, Andria Archer, Michael Sims, Gretchen Williams, and Ruth Anderson
NO:	None

4. **ADMINISTRATIVE ITEMS**

5. **INTRODUCTIONS AND SPECIAL PRESENTATIONS**

- a. National Library Workers Day Proclamation
Presenter: Council Member Williams to Present to Library Staff

Council Member Williams read the proclamation into the record and presented this to staff at the Library.

6. **PUBLIC HEARINGS**

7. **OLD BUSINESS**

8. **NEW BUSINESS**

9. **STAFF REPORTS**

- a. Town Manager
 - Budget Survey Results

Mr. Cappola stated one of the things historically done the past few years has been a public budget survey. A listing of individuals responses was provided to Council. There were over 1500 participants. 1,000 citizens stated they lived in Town limits; approximately 440 in the ETJ; 84 business owners; 256 citizens work here; 450 that come to visit and 35 of which own rental property. Shared were these results.

Data shows there are a lot of younger families moving into the Town. One of the main questions asked was where would you rank where the Town's focus on Fiscal Year

25's priorities; Public Safety was number one with transportation landing at number two.

Some top responses for funds were: Cultural Arts: Family-Friendly Experiences: Economic Stability & Growth: Construction of infrastructure improvements to support new and expanding businesses; Environmental Sustainability: Resources to support community forestry efforts (planting and maintenance of trees); Library: Additional engaging programs for children and teens; Parks and Recreation: Maintenance and Renovation of current parks, recreation facilities and greenways; Transportation and Infrastructure: Maintenance of existing roads; Vibrant and Accessible Downtown: repurposes unused or underused downtown spaces; Special Events: Harvest Festival.

Top 20 Things to Consider Included:

Road & Traffic Improvements
Public Transportation
Pedestrian & Bike Safety
Public Safety
Parks & Recreation
Library & Educational Services
Support for Local Businesses
Downtown Revitalization
Affordable Housing
Green Space Preservation
Health & Wellness
Fiscal Responsibility & Taxation
Community Engagement
Cultural & Recreational Activities
Educational & Skill Development Programs
Infrastructure Upgrades
Inclusivity in Community Planning
Accessibility Improvements
Growth Management
Utility Costs

He stated as we work to finalize the FY25 budget, our focus will be on inclusively addressing each of these varied priorities so that we may foster a vibrant and thriving Clayton for all residents. Mayor McLeod stated he appreciates the almost 1,000 citizens who responded to the survey, he stated it is good information for Council and staff. All of these recommendations would be taken under advisement.

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

SAFRE Grant (Staffing for Adequate Fire and Emergency Response)
Chief Raney, Fire Chief

Chief Raney spoke about two additional grants the fire department is pursuing. They are submitting for a FEMA SAFER Grant to secure additional staffing. The purpose of the grant is to enhance the department's operational capabilities and to ensure

compliance with NFPA 1710 while increasing staffing levels for Engine 1 and Rescue 1, both run out of Station 2. This program is designed to assist departments in maintaining and increasing the number of trained frontline firefighters available for response for a period of 3 years.

By securing this grant the department would aim to improve response times and effectiveness in emergency situations and to enhance public safety by ensuring adequate staffing levels and to ensure compliance with NFPA 1710 standards for staffing and response times and to address staffing shortages for Engine 2 and Rescue 1 while allowing for operational efficiency.

This grant is funded 100% for a term of 3 years and our estimated grant request is \$1.5 million dollars. The deadline for submittal is April 12, 2024 with the notification of awards beginning July 31, 2024. All awards would be announced by September 30, 2024.

The second grant is with Firehouse Subs. This grant would be used to purchase technical rescue equipment. Securing this grant would significantly enhance capabilities to respond to various emergency situations involving large vehicles, rail cars, and industrial incidents. Benefits of equipment include enhanced rescue operations, improve safety for both victims and rescue personnel, and efficiency and effectiveness of technical rescue operations.

This grant would cover the entire cost of the equipment; there would be no direct financial implications for the Town. Notifications for this grant would be made around July 30-31, 2024.

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

11. CLOSED SESSION

- a. To Discuss Purchasing Of Real Property In Accordance With NC GS 143-318.11 (a)(5); To Discuss Legal Matter in Accordance with NC GS 143-318.11(a)(3)

Motion To Go Into Closed Session

RESULT:	CARRIED 5-0
MOVER:	Andria Archer
SECONDER:	Michael Sims
YES:	Porter Casey, Andria Archer, Michael Sims, Gretchen Williams, and Ruth Anderson
NO:	None

Motion To Return To Open Session

RESULT:	CARRIED 5-0
MOVER:	Andria Archer
SECONDER:	Porter Casey
YES:	Porter Casey, Andria Archer, Michael Sims, Gretchen Williams, and Ruth Anderson
NO:	None

12. ADJOURNMENT

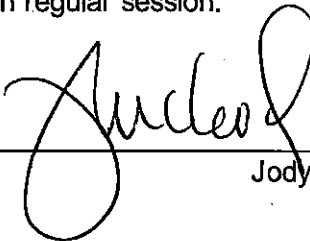
a. Adjourn

With nothing further, the meeting was adjourned at 7:09 p.m.

Motion To Adjourn

RESULT:	CARRIED 5-0
MOVER:	Andria Archer
SECONDER:	Porter Casey
YES:	Porter Casey, Andria Archer, Michael Sims, Gretchen Williams, and Ruth Anderson
NO:	None

Duly adopted by the Town Council this 15th day of April 2024 while in regular session.



Jody L. McLeod
Mayor

ATTEST:



Heidi L. Holland, CMC, NCCMC
Town Clerk

