



Town of Clayton
SPECIAL Town Council Meeting Agenda
Thursday, November 5, 2020 @ 5:00 PM
Council Chambers

THE TOWN OF CLAYTON WILL FOLLOW GUIDELINES FROM THE CENTERS FOR DISEASE CONTROL AND THE NORTH CAROLINA DEPARTMENT OF HEALTH AND HUMAN SERVICES WITH REGARD TO SOCIAL DISTANCING.

ANY MEMBER OF THE PUBLIC THAT WISHES TO ADDRESS THE COUNCIL, MAY DO SO IN PERSON, HOWEVER YOU ARE ASKED TO CONTACT THE TOWN CLERK IN ADVANCE OF THE MEETING.

IF YOU DO NOT WISH TO ATTEND THE MEETING IN PERSON BUT DO WISH TO SHARE ANY PUBLIC COMMENT WITH THE COUNCIL, PLEASE FORWARD YOUR COMMENT(S) TO THE TOWN CLERK NO LATER THAN NOON THE DAY OF THE MEETING. PLEASE INCLUDE YOUR NAME AND ADDRESS. PUBLIC COMMENT(S) RECEIVED WILL BE READ INTO THE RECORD BY THE TOWN CLERK.

EMAIL: KMOFFETT@TOWNOFCLAYTONNC.ORG

- ALL persons attending must wear a mask.
- We will be following proper social distancing at all times.
- Entrance AND Exit will be main door on Second Street.
- **NOTE: There is NO access via Horne Street at this time.**
- Any member of the public attending will be asked to wait in the lobby until item they wish to address is ready for discussion.
- At no time will there be more than 25 people in the Council Chambers. If we have an overflow, people will be brought into the Chamber in groups that will accommodate the appropriate social distancing and maximum attendance numbers.
- Lobby will be set to encourage social distancing.
- Chairs will be at least 6' from each other.
- We will have TWO staff members attending the meeting(s) to ensure smooth transition with those attending the meeting.
- One person will serve as LOBBY staff and the other will serve as CHAMBER staff.
- The meeting will be shown on the monitor in the lobby. (YouTube)
- All council or board members will be socially distanced in the council chambers and wearing face masks.*
- Staff will be socially distanced and seated within the council chambers. Face masks will be worn.*
- Hand sanitizer will be available, both in the lobby and council chambers.
- Podium/microphone will be sanitized after each speaker.

**Masks may be lowered when speaking.*

1. CALL TO ORDER

Pledge of Allegiance and Invocation

2. NEW BUSINESS

- a. Town Manager Search
Presenter: Ellis Hankin, Mercer Group

Mr. Hankin will be present to discuss details regarding duties of a town manager, process, timeline and decision making process as the search gets underway for Clayton's new town manager. The public is invited to attend the meeting and share their input.

POTENTIAL ACTION: Approval of Revised Search Timeline

POTENTIAL ACTION: Approval of Job Advertisement

3. ADJOURNMENT