Town of Clayton
Town Council Work Session Minutes
Special Meeting
Monday, October 7, 2024 at 2:00 PM
Rotary Room, Town Hall
111 E. Second Street

Council Present:
Mayor Jody McLeod
Council Member Andria Archer
Mayor Pro Tem Michael Sims
Council Member Porter Casey
Council Member Gretchen Williams
Council Member Ruth Anderson*
**Joined Remotely at 2:38 p.m.*

Council Absent:
None

Staff Present:
Rich Cappola, Town Manager
Jim Cauley, Town Attorney
Heidi Holland, Town Clerk
Dolores Gill, Deputy Town Manager
Robert McKie, Finance Director
David Ranes, Fire Chief
Nathanael Shelton, Communication Director
Joshua Baird, Water Resources Director
Michelle Snyder, Executive Asst. to Town Manager
Ann Game, Revenue & Utility Customer Service Director
Scott Barnard, Parks & Rec Director
Mark Morgan, Project Manager

1 CALL TO ORDER

a) Mayor McLeod called the meeting to order at 2:06 p.m.

2 ADJUSTMENT OF THE AGENDA

a)

Approve or Adjust the Agenda

RESULT:	**CARRIED 4-0**
MOVER:	Andria Archer
SECONDER:	Porter Casey
YES:	Andria Archer, Michael Sims, Porter Casey, Gretchen Williams
NO:	None
ABSENT:	Ruth Anderson

3 ITEMS FOR DISCUSSION

a) 2:00 - 2:45 p.m.
Senior Services Update

Presenter: Josh Jenson, Executive Director of Community and Senior Services of Johnston County

Mr. Jenson discussed Clayton Senior Center. He discussed the need for a bigger facility, but the challenge is the operational cost of the building. He stated funding is not set aside for utilities. Mayor Pro Tem Sims asked who is paying for the cost now, Mr. Jenson stated it is part of an operating budget for housing. Mayor Pro Tem Sims asked if any presentations have been made to County Commissioners, Mr. Jenson stated no. Council Member Casey asked for more information on funding. Mr. Jenson stated Central Pines has a funding formula for a six-county area on how funds are distributed. He stated these funds have been reduced this year because the average age of citizens moving into Clayton is under 60. There was discussion on the Town's subdivisions that are 55+, it was stated that most of those subdivisions have their own amenities and would probably not use the senior center.

Mr. Jenson stated his vision was for the County to be able purchase a facility and the Town of Clayton support the utilities. He asked Council to keep their eyes open for property to purchase that would allow for adequate parking.

Mr. Jenson discussed the types of services provided to seniors, some of which include assisted living, home care, respite care, home repair counseling, and Meals on Wheels. He stated there is a waiting list of approximately 400 for Meals on Wheels. Council Member Archer asked if there was an organization that could help reduce the waiting list, Mr. Jenson stated they are planning a fundraiser in March. She discussed possibly getting the Farmer's Market to help supplement the program. Mr. Jenson stated it costs $100 to feed a senior for a month.

There was discussion on sharing facilities with Benson and Selma. It was stated there is a lease agreement with Selma but not Benson. Mr. Jenson stated the Benson and Selma facilities are the size of the Town's Rotary Room.

Mayor McLeod stated it's evident the Town wants to investigate to see how they can participate, but what is lacking is statistics. He would not be in favor of spending taxpayers dollars when we do not have the accurate count of senior participants that live within the city limits. He stated he would also like to see a strategic plan of where he would like to see the organization in 3 years and the steps needed to get there. Mr. Jenson stated he would have attendee data by the end of the week and would provide it to the Town Manager.

It was stated the qualifying age for a senior for the Centers for Active Aging is 50. To be able to participate in Meals on Wheels you must be 60. Ms. Gill asked if Mr. Jenson had the average age of attendees, he stated they verify the attendee is over 60 but they do not keep the data.

Council Member Anderson asked that long-term sustainability be part of the report. Mayor Pro Tem Sims stated he would like to know what the County Commissioners commitment would be.

4 BREAK

a) 2:45 - 3:00 p.m.

5 STAFF INTRODUCTIONS AND RECOGNITIONS

a) 3:00 - 3:15 p.m.

- Andrew Lyons, Stormwater Engineer
- Mark Moore, Project Manager
- Gregory Marshall, Project Manager
- Chris Gallant, Construction Management Diploma Certificate

Presenter: Joshua Baird, Water Resources Director/Interim Engineering Director

- Heidi You, Customer Service Specialist

Presenter: Ann Game, Revenue & Utility Customer Service Director

- Chad Stephenson, Deputy Fire Chief of Operations

Presenter: David Ranes, Fire Chief

Joshua Baird introduced new Stormwater Engineer Andrew Lyons and Project Managers Mark Moore and Greg Marshall. Mr. Baird recognized Project Manager Chris Gallant for achieving the Construction Management Diploma Certificate. Ann Game introduced Heidi You who came from the Inspections Department to become a Customer Service Specialist. Chief Ranes introduced Chad Stephenson, the Town's new Deputy Fire Chief of Operations. Shared were their background experiences. Mayor McLeod and Council welcomed all.

6 ITEMS FOR DISCUSSION

a) 3:15 - 4:00 p.m.
Parks and Recreation Master Plan
Presenter: Sara Burroughs, Sage Design and Scott Barnard, Parks and Rec. Director

Scott Barnard introduced Sara Burroughs with Sage Design who has been leading this plan. The culmination has been from staff and citizens. She highlighted the process of this plan and stated today's discussion would focus on recommendations and action items. This presentation would go before the Parks and Recreation Advisory Board on October 14, 2024 to see their recommendation for approval and then seek Council's approval.

Shared were the community priorities. She stated the correlation between quality of life and support in the Town is higher than in most communities. Shared were community engagement highlights. There is a strong desire for intergenerational programs and experiences. She discussed the analysis which included environmental impact, recreational tourism, and land classification from 2001, 2011, and 2021.

Discussed was the subset report which showed that if we want to draw people here, we must provide something they are not getting in the Triangle. She discussed that Clayton is not a major market for regional recreation though it does have observable local activity that could be better served with better connections. If Clayton wants to attract more citizens, it would need to differentiate its recreational opportunities into something more distinct from what is provided in the region.

She discussed identifying the demand and needs of our residents and what is needed. The study was based on a Town population of 29,445 and she stated the ETJ population is over 40,474. She discussed.Clayton's biggest challenge which is growth and keeping up with demands. Shared were statistics of numbers of programs and participants. In 2023, there was a high waiting list for programs and classes. Youth programs, camps, and classes are in high demand. Shared was an analysis of facility level of service comparison.

Discussed were connectivity recommendations which included to enhance and celebrate Blueway system, continue planning and design efforts to link Municipal and Sinclair Park to downtown, link East Clayton Community Park to the river and downtown, link the Community Center to downtown, link parks and areas with identified gap in service, and create park trail heads with connectivity.

She discussed the recommendation for expanding special event programs such as concerts and movies. Programs in demand include fitness and wellness, water sports, adult programs, senior programs and travel trips, trails and mountain biking programs, fine arts, life skills and youth camps. She discussed the challenges for these programs is space and staff, both would be needed. Her recommendation is to increase staffing to meet current and future program needs.

There was discussion on land acquisition. Right now, we have an approximate 100-acre gap in park land, and we should plan for growth and future recreational needs which is approximately 300-acres. Council Member Casey asked if it would make sense for us to map out what is undeveloped and targeted land; she stated that would be a great next step.

Key takeaways were shared. She stated the next steps would be to go before the Parks and Recreation Advisory Board then back to Council for adoption.

7 BREAK

a) 4:00 - 4:15 p.m.

8 ITEMS FOR DISCUSSION

a) 4:15 - 5:00 p.m.
Legend Park Update
Presenter: Dolores Gill, Deputy Town Manager

Ms. Gill shared a quarterly newsletter which is included in the utility bills. Also, discussed the upcoming retreat.

She stated the NC Department of Environmental Quality identified Legend Park as a preregulatory landfill. During the past 4 years, staff have worked with DEQ to access this site and develop a remediation plan. This plan came before Council last October. She stated most of the site is on Town property, however there is a small portion that does extend onto private property. Staff and DEQ have been working with the property owner and they have denied some recent access; that portion would not be in this project.

This project is slated to cost $2.9 million dollars and would begin October 21, 2024 and is expected to last 12 months. DEQ has selected Taracon to oversee this plan and SR&R Environmental to complete the project. This project would require a Greenway closure at Legend Park. She stated in order for this project to move forward, the Town had to sign a deed restriction boundary plat defining the waste area. The old press box concession stand, lights, and fencing would all be removed as well as any landfill material that has been identified in the plan. The area would be finished with a grassy area. She discussed the communication plan which would be launched this week. She stated there would be air monitoring for safety purposes due to the dust, but bulk water would be used to keep dust at a minimum.

Shared was a map of the relocation of material. Mark Morgan, project manager, discussed the map in detail. He discussed the major impact this would have on the Greenway. Several feet of debris would be removed from the Greenway and shared was the area that would be cleared and sloped. Joshua Baird showed where a water line would need to be installed.

Mr. Cappola stated staff tried to keep the Greenway open but for the safety of our citizens and workers they decided to close it. Council Member Anderson stated it is disappointing the Greenway would be closed for a year and the way we manage and let our citizens know is critical. She stated QR codes are good but signage with a link to the website for information is needed. It was suggested to put up a sign such as Greenway Closed for Remediation. Mr.

Baird stated the deed restriction does require signage around the entire project, there would be a sign every 200'.

Mr. Shelton discussed the new Greenway alerts system where citizens can subscribe via text or email for notifications. His team is working on an interactive map as well. He stated there are 11,000 members in the Parks and Rec. mailing system that would all be notified of the opportunity to subscribe. Council Member Anderson suggested having the Chamber of Commerce share this information out.

9 ADJOURNMENT

a) Adjourn

With nothing further, the meeting was adjourned at 4:53 p.m.

Motion To Adjourn

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

Duly adopted this 21st day of October 2024, while in regular session.

Jody L. McLeod
Mayor

ATTEST:

Heidi L. Holland

Heidi L. Holland, CMC, NCCMC
Town Clerk