



**The Town of Clayton
Town Council Work Session Meeting Minutes
Monday, February 19, 2018 @ 6:30 PM
Council Chambers**

COUNCIL PRESENT:

Mayor McLeod
Mayor Pro Tem Grannis
Council Member Lawter
Council Member Holder
Council Member Thompson
Council Member Bunn

STAFF PRESENT:

Adam Lindsay, Town Manager
Nancy Medlin, D/Town Manager
Katherine Ross, Town Attorney
Kimberly Moffett, Town Clerk
David DeYoung, Economic & Community
Development Director
Rich Capolla, Town Engineer
Larry Bailey, Parks & Recreation Director
Kaitlin Russo, Downtown Development
Coordinator
Blair Myhand, Police Chief
Ann Game, Customer Service Director
Joy Garretson, Library Director
Jay McLeod, Senior Planner
Robert McKie, Finance Director
Stacy Beard, Public Information Officer
John Hamlin, A/Public Information Officer

COUNCIL ABSENT:

1 CALL TO ORDER
Pledge of Allegiance and Invocation

2 ADJUSTMENT OF THE AGENDA

- a) Item # 7a was requested to be removed from agenda. It will be brought before council at a later date.

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) Town Council Meeting Procedure

ACTION: Adoption of Consent Agenda as Presented

Motion: Council Member Thompson
Second: Council Member Holder
Vote: Unanimous

4 ADMINISTRATIVE ITEMS

a) Warrant Acceptance

- Lionsgate Phases 3A & 3G (Shadboat Lane, Honeybee Trace, Scotch Bonnet Ridge, Scuppernong Way & Plott Hound)
- RWAC Phases 6A-1, 6B, 6C & 6E (Swann Trail)
- RWAC Ravens Ridge 8C-1 & 8C-2

ACTION: Placed on March 5, 2018 Consent Agenda

5 INTRODUCTIONS AND SPECIAL PRESENTATIONS

a) Parks & Recreation Advisory Board Annual Update

Presenter: Rebecca Bradford, Parks & Recreation Advisory Board Chair

Ms. Bradford who serves as the chair of the Parks & Recreation Advisory Board was present and shared information about the board and their role. Ms. Bradford stated there are 14 members that serve on the board. She spoke about the regularly updated information they received from the Parks & Recreation staff. She stated the board members assist with the planning of the July 4th event as well as volunteering at many of the town sponsored events that are held year round. Ms. Bradford stated that a Casino night would be held on May 31 to support the Universal Playground. She stated the future goals include expanding parks and greenways. She stated that everyone that serves on the board is happy to assist in any way they can. Ms. Bradford offered her thanks to Jay McLeod for attending many of the recent meetings and providing updated information. The Mayor and Mayor Pro Tem both offered their thanks and appreciation.

b) NCDOT Roadway Improvements Update

Presenter: Jiles Harrell, NCDOT Division 4 Engineer

Mr. Harrell provided an update on NCDOT Roadways. He shared information regarding Highway 70 project which is now ready to proceed. This project will include both resurfacing and safety concerns. He shared information regarding the recent opportunity for a special funding source and stated the project regarding intersection of Shotwell Road and US 70 was submitted and approved. He shared details about this project.

Also shared was information regarding the Highway 42 East project. He stated that currently clearing is underway and that lane closures will be restricted from 9 a.m. - 3 p.m. and unfortunately this is one of the headaches that go along with progress. Information was also shared regarding Highway 42 West. He stated some of the traffic issues are being worked out as this project moves forward in the design phase. He stated public meetings would be held in the next year or so. Estimated groundbreaking for this project is 2022.

There was discussion regarding the southern connector. Mr. Harrell stated this project was still in the proposal stage, meaning that it has not yet been scheduled nor funded. Project scoring should be completed by March of April

of this year. Mr. Harrell stated there was no further information regarding the northern connector.

ACTION: Informational Only

6 ITEMS SCHEDULED FOR THE REGULAR MEETING

- a) 2017-98-SD - Kyli Knolls (Preliminary Plat) Subdivision
Presenter: Planning Department

Mr. McLeod stated this proposed project is for 20 single family residential lots on 18.561 acres located on Amelia Church Road.

ACTION: Set Quasi-Judicial Public Hearing for March 5, 2018

- b) 2017-195-RZ - Recovery Logistics Rezoning
Presenter: Planning Department

Mr. McLeod stated request is to rezone 2.3 acres in between Moore Street, Atkinson Street, Bartex Mill Street and Horne Street from Residential-10 (R-10) to Light Industrial (I-1).

ACTION: Set Public Hearing for March 5, 2018

- c) 2017-160-RZ - Massey Property Rezoning
Presenter: Planning Department

Mr. McLeod stated request is to rezone three tracts located near the intersection of Little Creek Church Road and Ranch Road. Request is to rezone from Residential Estate (R-E) to Residential-8(R-8) and Neighborhood Business (B-2).

ACTION: Set Public Hearing for March 5, 2018

- d) 2017-176-SUP - Barbour Street Townhomes Special Use Permit
Presenter: Planning Department

Mr. McLeod stated applicant is requesting to develop four townhomes on a .5 acre lot located at 619 S. Barbour Street.

ACTION: Set Quasi-Judicial Public Hearing for March 5, 2018

- e) 2018-10-RZ - 110 East Second Street Rezoning
Presenter: Planning Department

Mr. McLeod stated applicant is requesting to rezone the above property from Office-Institutional (O-I) to Central Business (B-1)

ACTION: Set Public Hearing for March 5, 2018

7 NEW BUSINESS

- a) Budget Amendment - Talton Property Acquisition

Presenter: Robert McKie, Finance Director

Mr. McKie stated request is for budget amendment to purchase a small parcel of property to be used for town purposes. A total of \$70,000 is required for this purchase.

ACTION: Placed on March 5, 2018 Consent Agenda

8 ITEMS FOR DISCUSSION

9 ITEMS REQUIRING ACTION

(In order for any action to be taken during a Work Session, a motion must be made and seconded to suspend the rule to allow action to be taken.)

10 OLD BUSINESS

11 STAFF REPORTS

- a) Town Manager
- b) Town Attorney
- c) Town Clerk

Ms. Moffett reminded council meetings will now begin at 6:00 p.m., effective March 5, 2018.

Ms. Moffett stated council retreat would be held February 27 -28, 2018 at One27 Homes located at 114 West Main Street. Retreat will begin at 8:00 a.m. both days and will end at 5:00 .m. on February 27 and end at approximately 2:00 p.m. on February 28.

- d) Other Staff
 - Streetscape Update

Presenter: Kaitlin Russo, Downtown Development Coordinator

Ms. Russo stated a good amount of feedback was received from the public meeting. Mayor Pro Tem Grannis asked when property owners would be notified. Ms. Russo stated notifications would be sent a few weeks in advance.

12 OTHER BUSINESS

- a) Informal Discussion & Public Comment

Mr. Bob Satterfield, who is a resident of Walden Way stated residents would like to receive notice for the next public meeting regarding Streetscape.

Members of Citizens Climate Lobby, which is a non-partisan non-profit group with 60,000 members worldwide were present. They shared their concerns about climate change and spoke about how they work on a local level to include letters to the editors and local congressional offices. They asked for support of a carbon policy at a federal level. Additionally they shared a two-

minute video. Council offered their thanks for the presentation and stated they would take request under consideration.

b) Council Comments

13 CLOSED SESSION

- a) Pursuant to NCGS 143-318.11(a)(5)
To instruct staff or negotiating agents concerning price and other material terms regarding acquisition of real property.

ACTION: Go Into Closed Session at 7:12 p.m.

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

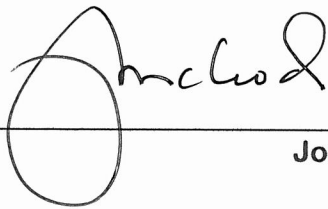
14 ADJOURNMENT

- a) Council returned from Closed Session at 7:59 p.m., and with there being nothing further the meeting was adjourned.

ACTION: Adjourn the meeting

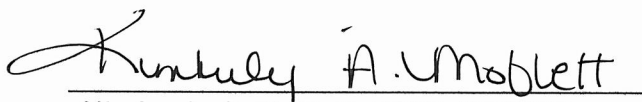
Motion: Council Member Thompson
Second: Council Member Lawter
Vote: Unanimous

Duly adopted this the 5th day of March, 2018 while in regular session.



Jody L. McLeod
Mayor

ATTEST:



Kimberly A. Moffett, CMC, NCCMC
Town Clerk

