



**The Town of Clayton
Town Council Work Session Meeting Minutes
Monday, May 15, 2017 @ 6:30 PM
Council Chambers**

COUNCIL PRESENT:

Mayor McLeod
Council Member Satterfield
Council Member Lawter
Council Member Holder
Council Member Thompson

STAFF PRESENT:

Adam Lindsay, Town Manager
Nancy Medlin, D/Town Manager
Katherine Ross, Town Attorney
Kimberly Moffett, Town Clerk
David DeYoung, Planning Director
Lee Barbee, Fire Chief
Blair Myhand, Police Chief
Tim Simpson, Public Works Director
Larry Bailey, Parks & Recreation Director
Ann Game, Customer Service Director
Stacy Beard, Public Information Officer

COUNCIL ABSENT:

Mayor Pro Tem Grannis

1 CALL TO ORDER

- a) Mayor McLeod called the meeting to order at 6:34 p.m. He led everyone in the Pledge of Allegiance and offered the Invocation.

2 ADJUSTMENT OF THE AGENDA

- a) Allow Action to be Taken During Work Session

ACTION: Motion to Allow Action During a Work Session

Motion: Council Member Satterfield

Second: Council Member Holder

Vote: Unanimous

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) Draft Minutes
 - April 17, 2017 - Regular Session
- b) Certification of Sufficiency - 2017-64-ANX
- c) Certification of Sufficiency - 2017-69-ANX
- d) Proclamation - Older Americans Month - May 2017

ACTION: Adoption of Consent Agenda as Presented

Motion: Council Member Holder

Second: Council Member Thompson

Vote: Unanimous

4 ADMINISTRATIVE ITEMS

a) Warranty Acceptances

- Ashcroft Subdivision Phase 1 & 3
- Britthaven (Final)
- South Tech Park, Tract 2 (Final)

ACTION: Placed on June 5, 2017 Consent Agenda

b) Authorization Johnston & Wake Counties to Collect Taxes on Behalf of Clayton

ACTION: Placed on June 5, 2017 Consent Agenda

5 INTRODUCTIONS AND SPECIAL PRESENTATIONS

a) Swearing In - Police Chief Blair Myhand

Presenter: Mayor Jody McLeod

Mayor McLeod issued the Oath of Office to Blair Myhand, Clayton's new Police Chief. Many member of Chief Myhand's family traveled from other states to attend the ceremony. Council offered a warm welcome to Chief Myhand. Council stated it was an exciting time for Clayton and were extremely happy that Chief Myhand was a part of the Clayton team.

b) Proclamation Request - Police Week

Presenter: Blair Myhand, Police Chief

Chief Myhand requested a Proclamation be declared for National Police Week. The Chief shared information about this national week of remembrance and addressed the increase of officers killed in the line of duty this past year.

ACTION: Adoption of Proclamation

Motion: Council Member Thompson

Second: Council Member Holder

Vote: Unanimous

c) Proclamation Request - Day of Prayer

Presenter: Angela Williams, Interstate Ministries

Ms. Williams was present and requested that a Proclamation be issued in honor of National Day of Prayer. This is an annual event that sets aside a day and invites people of all faith to pray for our nation. Ms. Williams provided the history of this Proclamation. Mayor McLeod presented the Proclamation to Ms. Williams.

ACTION: Adoption of Proclamation

Motion: Council Member Holder

Second: Council Member Thompson

Vote: Unanimous

d) **2017-2018 Clayton Sculpture Trail Selections**

Presenter: Sara Perricone, Chair - Public Art Advisory Board

Ms. Perricone was present and provided information regarding this year's sculpture trail submissions and stated a committee recently met to select sculptures. A total of 30 submissions were received. A Power Point presentation was provided showing the sculptures that were selected by the committee and also shared where each sculpture would be located. Ms. Perricone further stated the sculpture selections would be presented to the Public Art Advisory Board for final voting. Mayor McLeod offered his thanks and is extremely happy and excited to see how the art community is growing in Clayton.

6 PUBLIC HEARINGS

a) **2017-2018 Fiscal Year Budget**

Presenter: Adam Lindsay, Town Manager

Mr. Lindsay presented the FY 2017-2018 budget. He was honored to present a balanced budget and shared the process that was used to complete the budget. He stated some of the budget highlights are as follows:

- No tax rate increase
- Sales tax growth better than expected
- 1.3 million in new revenues
- 8 million dollar deficit
- 3 (out of 14 requested) new positions funded
- Changes to State Health Plan
- 6% water rate increase effective July 1 (County pass along)
- Water base rate charge will double effective January 1, 2018 (In town will go from \$5 to \$10 and out of town from \$10 to \$20)

Mr. Lindsay offered his thanks to both Nancy Medlin and Robert McKie for assistance with the budget.

Mayor McLeod noted this as a Public Hearing and asked anyone wishing to speak to come forward. With no one coming forward, the Public Hearing was closed and the item was turned over to council for deliberations.

ACTION: Adoption of Ordinance #2017-05-03 (Budget)

Motion: Council Member Satterfield

Second: Council Member Holder

Vote: Unanimous

ACTION: Adoption of Ordinance #2017-05-04 (Fees & Charges)

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

- b) 2017-64-ANX - HP6 Clayton Health Investors
Presenter: Planning Department

Mr. DeYoung presented and stated request for annexation of contiguous .0681 acre property located off of Dairy Road, which is adjacent to a nursing facility.

Mayor McLeod noted this as a Public Hearing and asked anyone to speak come forward. With no one wishing to speak, the Public Hearing was closed and the item was turned over to council for deliberation

ACTION: Adoption of Ordinance #2017-05-05

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

- c) 2017-69-ANX - Warrick Subdivision
Presenter: Planning Department

Mr. DeYoung presented this annexation of on 22.041 non-contiguous acres of Warrick Subdivision. He stated annexation was a condition of approval for this subdivision.

Mayor McLeod noted this was a Public Hearing and asked anyone wishing to speak to come forward. With no one coming forward the Public Hearing was closed and the item was turned over to council for deliberation.

ACTION: Adoption of Ordinance #2017-05-06

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

- d) Acquisition of Real Estate Pursuant to NCGS 158-71 for Economic Development Purposes
Presenter: Katherine Ross, Town Attorney

Ms. Ross stated this Public Hearing was required under NCGS 158-7.1. She provided information and stated that the property location of 3798 Powhatan Road are currently YMCA soccer fields, A map was shared showing area used by YMCA for soccer fields. She stated we are currently in discussion with regard of option to acquire this property in exchange for town owned property on Amelia Church Road. This arrangement would allow the town flexibility in both the acquiring and disposal of property. The property is currently zoned

for Industrial. It is proposed the back portion of this property be developed with a wastewater pre-treatment facility. The front portion of the property is currently used for soccer fields and could continue to be used for that purpose for a certain amount of time. Discussion has been on-going for several months and included leasing the property for \$1 for at least two years and likely longer to allow time for the YMCA future development.

Mayor McLeod noted this as a Public Hearing and asked anyone wishing to speak to come forward. A resident of Hein Drive stepped forward and asked for confirmation that the YMCA would have at least 2 years to continue using this area for soccer. This was confirmed by the attorney. Mayor McLeod stated the main goal and priority has always been the children.

With no one else coming forward, the hearing was closed at 7:15 p.m.

7 ITEMS SCHEDULED FOR THE REGULAR MEETING

- a) Wastewater Allocation Request - 2014-95-PSD - Gordon Park
Presenter: Planning Department

Mr. DeYoung stated this property was previously annexed in February of this year. He stated part of the property was in town and part of the property was in the County. We are now taking on the portion that was approved by the county and this wastewater allocation request is housekeeping. Total request is for 44,250 gallons per day for 177 single family residential units.

ACTION: Placed on June 5, 2017 Consent Agenda

- b) Rezoning 2017-53-RZ - 9257 US Highway 70 Bus. West
Presenter: Planning Department

Mr. McLeod stated this request is to rezone the property location at 9257 US Highway 70 Business West, also known as the Nick's Flippin Kids Building, from Highway Business- Special Use District (B-3 SUD) to Highway Business (b-3). Applicant has addressed all criteria and staff is recommending approval of the rezoning.

ACTION: Set Public Hearing for June 5, 2017

- c) Recommendations for Appointments to the Downtown Development Association Advisory Board
Presenter: David DeYoung, Planning Director

Mr. DeYoung provided information regarding recommendations for appointments to the Downtown Development Association Board. All applicants were interviewed and the following are recommended for appointment with a term expiration of June 30, 2020: James Lipscomb (re-appointment), Jessica Lloyd (re-appointment), Tony Johnson and Scott Hadding Jr.

ACTION: Placed on June 5, 2017 Consent Agenda

8 ITEMS CONTINGENT FOR THE REGULAR MEETING

9 NEW BUSINESS

- a) Boundary Extension - Clayton/Wilsons Mills
Presenter: David DeYoung, Planning Director

Mr. DeYoung provided history and discussion regarding boundary extension. He spoke about infrastructure currently in place as well as public services. He stated he was not looking for direction this evening, but wanted to present and keep council informed. Mr. Lindsay stated that Wilson Mills would like to know opinion/ council response.

ACTION: Placed on June 5, 2017 Consent Agenda

- b) Transfer of 231 East Second Street to Downtown Development Association
Presenter: David DeYoung, Planning Director

Mr. DeYoung provided information regarding this property and stated an RFP was completed approximately 8 months ago for the purchase/development of 231 E. Second Street. This building is a historic structure and we were looking for someone to maintain the historic value. The process has started with Community Smith and a few issues have arisen with regard to the transfer of the property/ Counsel agrees that the best course of action is to transfer ownership of this property to the Downtown Development Association which would allow us to add restrictions that property would need to be used for historic purposes. It was requested that authorization be granted to withdraw the RFP and proceed with authorizing the potential sale of the property to the DDA. It was further stated that a Resolution would come back to Council with regard to disposal of the property. Council Member Satterfield questioned when the restriction would be available for review and Attorney Ross stated she believed within the next two weeks.

ACTION: Proceed with Withdrawal of RFP Process

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

10 ITEMS FOR DISCUSSION

11 OLD BUSINESS

- a) Exchange of Property on Amelia Church Road and Powhatan Road
Presenter: Katherine Ross, Town Attorney
- 19.84 acres located on the east side of Amelia Church Road & south of NC 42 West
 - 13.571 acres located at 3978 Powhatan Road

Ms. Ross stated a Resolution that includes the estimated value of both properties is required by NC statute to authorize the exchange of properties.

ACTION: Adoption of Resolution #2017-15

Motion: Council Member Holder

Second: Council Member Lawter

Vote: Unanimous

12 STAFF REPORTS

a) Town Manager

Mr. Lindsay reminded that a reception would be held at the Police Department on May 23, 2017 from 4-6 p.m. for Chief Myhand.

b) Town Attorney

c) Town Clerk

d) Other Staff

Kaitlin Russo, Downtown Development Coordinator, reported that the DDA Spring Walk that was held on April 29, 2017. She stated this was the second year for this event and registrations increased from 82 to over 300. She stated she has received much positive feedback about the event.

Ms. Beard provided information about two upcoming Parks & Recreation events. The first is an annual Adopt a Park Clean Up that will take place at Legend Park at 9:00 a.m. this upcoming Saturday at Legend Park. This is a partnership event. The second event is the Senior Appreciation Event which will be held next Friday in the Council Chambers.

13 OTHER BUSINESS

a) Informal Discussion & Public Comment

b) Council Comments

14 ADJOURNMENT

a)

With there being nothing further, the meeting was adjourned at 7:41 p.m.

ACTION: Adjourn the Meeting

Motion: Council Member Holder

Second: Council Member Lawter

Vote: Unanimous

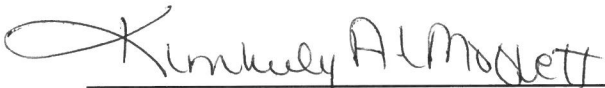
Duly adopted this the 5th day of June, 2017 while in regular session.



ATTEST:



Jody L. McLeod
Mayor



Kimberly A. Moffett, CMC, NCCMC
Town Clerk