



**The Town of Clayton
Town Council Work Session Meeting Minutes
Monday, March 20, 2017 @ 6:30 PM
Council Chambers**

COUNCIL PRESENT:

Council Member Satterfield
Council Member Lawter
Council Member Holder
Council Member Thompson

STAFF PRESENT:

Adam Lindsay, Town Manager
Nancy Medlin, D/Town Manager
Merrick Parrott, Town Attorney
Kimberly Moffett, Town Clerk
David DeYoung, Planning Director
Jay McLeod, Senior Planner
Tim Simpson, Public Works Director
Dale Medlin, Electric System Director
Lee Barbee, Fire Chief
Stacy Beard, Public Information Officer
John Hamlin, A/Public Information Officer

COUNCIL ABSENT:

Mayor McLeod
Mayor Pro Tem Grannis

1 CALL TO ORDER

Pledge of Allegiance and Invocation

- a) Call to Order

Council Member Satterfield called the meeting to order at 6:31 p.m.

- b) Pledge of Allegiance & Invocation

Girl Scout Troop #1397 led everyone in the Pledge of Allegiance and Council Member Satterfield offered the Invocation.

2 ADJUSTMENT OF THE AGENDA

- a) Mr. Lindsay requested two adjustments to the agenda. The first being the addition of an item under Items Scheduled for Regular Meeting. Mr. DeYoung will provide information regarding upcoming events and street closures. Additionally under Staff Reports, Tim Simpson will provide an update regarding the waste services contract process.

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
- March 6, 2017 - Regular Session

- b) Certificate of Sufficiency of Annexation Petition - 2017-28-ANX

ACTION: Approval of Consent Agenda as Presented

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

4 ADMINISTRATIVE ITEMS

- a) Warranty Acceptance(s)
- Final Acceptance - Johnston Medical - 50 Bed Addition
 - Final Acceptance - RWAC Phase 6A-1, 6B, 6C, & 6E

ACTION: Placed on April 3, 2017 Consent Agenda

- b) Proclamation Request - Fresh Air Fund

ACTION: Placed on April 3, 2017 Consent Agenda

5 INTRODUCTIONS AND SPECIAL PRESENTATIONS

- a) Proclamation Request - "Stand for the Silent" (Anti-Bullying)
Presenters: Girl Scout Troop #1397 Members

Tasha Williams is a member of Girl Scout Troop #1397. She addressed the council and spoke passionately about bullying and the negative effects it has on so many young people. She provided statistics as well as providing some suggestions and ideas for ways to help stop bullying. She shared her personal experiences and about having been a victim of bullying. She requested a Proclamation to support anti-bullying.

Council Member Satterfield thanked Tasha for all she does mentoring younger children.

ACTION: Placed on April 3, 2017 Consent Agenda

6 PUBLIC HEARINGS

7 ITEMS SCHEDULED FOR THE REGULAR MEETING

- a) Surplus Property - Fire Engine
Presenter: Lee Barbee, Fire Chief

Chief Barbee presented information regarding a request to surplus and donate a 1994 Freightliner to the Fairmont Fire Department. We will be replacing this vehicle with a new vehicle that is expected to be delivered in April of this year. Chief Barbee stated we do have a reserve engine. Hurricane Matthew hit the Town of Fairmont hard in October of last year, one of their fire engines, which was already 30 years old, broke down and repair costs would be extremely

high and not possible for the town. Chief Barbee spoke about several times since 1991 that other fire departments had helped the Clayton Fire Department over the years and stated he was honored to be able to return the favor and help another community.

ACTION: Placed on April 3, 2017 Consent Agenda

- b) **Annexation Petition 2115 Amelia Church Road 2017-28-ANX**
Presenter: Planning Department

Mr. DeYoung stated the town had recently purchased this property located at 2115 Amelia Church Road. Town is requesting to bring it into town limits.

ACTION: Set Public Hearing for April 3, 2017

- c) **Rezoning 2115 Amelia Church Road - 2017-15-RZ**
Presenter: Planning Department

Mr. DeYoung stated this is town owned property of 19.84 acres located at 2115 Amelia Church Road and request is to rezone from the property from Residential-Estate (R-E) to Office-Institutional (O-I). The required Neighborhood Meeting was held with no one in attendance. This request is consistent with the Surrounding Land Use Plan as well as the Strategic Growth Plan. Both staff and Planning Board are recommending approval of rezone request.

ACTION: Set Public Hearing for April 3, 2017

- d) **Text Amendment Chapter 200 Amendment - Use Table & Zoning Districts 2017-21-OA**
Presenter: Jay McLeod, Senior Planner

Mr. McLeod provided information regarding request to amend language in the Unified Development Code and to revised and updated the Use Regulations Table and associated definitions. A zoning code informational sheet was provided which outlined the different types of zoning and allowed uses in each zone type. Mr. McLeod stated that all suggested changes are consistent with the Town Code as well as all stated and federal uses.

ACTION: Set Public Hearing for April 3, 2017

- e) **Notice of NCEMPA Wholesale Rate Change**
Presenter: Dale Medlin, Electric System Director

Mr. Medlin shared updated information regarding 4.5% wholesale rate decrease that will become effective April 1, 2017. He shared additional information and stated that at this time this decrease cannot be passed along to residents. He stated a complete detailed rate analysis would be required prior to decreasing rates on the retail side. It is hoped that rates will be decreased in the future.

- f) **Street Closure Requests - Clayton Road Race, Mondo Roots & Concert Series**
Presenter: David DeYoung, Planning Director

Mr. DeYoung spoke about several upcoming special events, which are all recurring events. Street closures are requested for the following events:

- Mondo Roots - June 3, 2017 - Town Square - Main Street between O'Neil & Church from 8:00 a.m. - 11:00 p.m.
- Clayton Road Race - May 13, 2017
- 2017 Town Square Concert Series – May 19, June 15, July 20, August 17 & September 18, 2017 - Town Square - Main Street between O'Neil & Fayetteville from 4:30 - 10:30 p.m.

ACTION: Placed on April 3, 2017 Consent Agenda

8 ITEMS CONTINGENT FOR THE REGULAR MEETING

9 ITEMS FOR DISCUSSION

10 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.)

11 OLD BUSINESS

12 STAFF REPORTS

- a) **Town Manager**
- **Police Chief Update**

Mr. Lindsay stated Chief Bridges would be retiring at the end of April. Currently we are in the middle of the search process. To date several meetings were held to gather public input, police staff input as well as department head input regarding what attributes and skills people would like to see in the new Police Chief. 45 applications were received and the top 5-6 candidates will be invited to participate in an Assessment Center that will take place at the end of this month. Mr. Lindsay thanked the community for their interest and input.

- b) **Town Attorney**
- c) **Town Clerk**
- d) **Other Staff**
- **Waste Services Contract Negotiation Update**
Presenter: Tim Simpson, Public Works Director

Mr. Simpson provided an update regarding the waste services contract negotiations. Effective July 1, 2017 the new waste services provider will be All Star. Mr. Simpson stated there would be some modifications to current service including the offering of recycling every week rather than every other week

and the consolidation of same day services for each customer. Additional information will be provided to council at a future meeting.

- 2018 Main Street Conference

Presenter: Kaitlin Russo, Downtown Development Coordinator

Ms. Russo was happy to announce that the 2018 Main Street Conference has been awarded to Clayton. This will be a wonderful opportunity to show off our downtown area for three days during March 2018. There will be approximately 500-600 attendees that will participate. This conference was also held in Clayton in 2012 and has grown significantly since that time. Council stated they were very excited about this opportunity for the town.

13 OTHER BUSINESS

a) Informal Discussion & Public Comment

Andria Merritt was present representing a group of citizens who would like to see the allowance of backyard chickens/hens. She shared information and provided a Power Point presentation. She shared suggested specific recommendations to include the following; prohibiting the allowance of roosters, allowing chickens/hens in both side and back yards, allowing chickens/hens without need of permit, limiting the number of chickens/hens per property and the allowance of larger flocks for community gardens. It was stated should a HOA that did not allow chickens/hens would trump a town ordinance. It was also requested that the unintentional prohibiting of chickens/hens in zoning districts where just one accessory building is allowed be avoided.

Ms. Merritt stated most towns allow backyard chickens/hens. She further stated she did not feel there would be a problem with chickens/hens creating a nuisance issue if there were a limit on the number of chickens/hens allowed. She addressed noise level being minimal from chickens/hens and further addressed the odor factor. As is with any other animal, if the property is maintained properly, odor would not be an issue.

There was discussion regarding concern and folks not following the rules and the need for hefty fines to be in place. There was mention of concern regarding the small number of folks in support of this request. Council directed staff to research this issue and return to council with additional details and recommendations.

b) Council Comments

14 ADJOURNMENT

- #### a)
- With there being nothing further, the meeting was adjourned at 7:27 p.m.

ACTION: Motion to Adjourn

Motion: Council Member Thompson

Second: Council Member Lawter
Vote: Unanimous

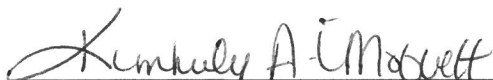
Duly adopted this the 3rd day of April, 2017 while in regular session.





Jody L. McLeod
Mayor

ATTEST:



Kimberly A. Moffett, CMC, NCCMC
Town Clerk