The Town of Clayton
Town Council Work Session Meeting Minutes
Monday, April 17, 2017 @ 6:30 PM
Council Chambers

COUNCIL PRESENT:
Mayor McLeod
Mayor Pro Tem Grannis
Council Member Satterfield
Council Member Lawter
Council Member Holder
Council Member Thompson

STAFF PRESENT:
Adam Lindsay, Town Manager
Nancy Medlin, D/Town Manager
Kimberly Moffett, Town Clerk
Merrick Parrott, Town Attorney
David DeYoung, Planning Director
Ann Game, Customer Service Director
Lee Barbee, Fire Chief
Tim Simpson, Public Works Director
Larry Bailey, Parks & Recreation Director
Jay McLeod, Senior Planner
Stacy Beard, Public Information Officer
John Hamlin, A/Public Information Officer

COUNCIL ABSENT:

1 CALL TO ORDER

a) Mayor McLeod called the meeting to order at 6:30 p.m. He asked that everyone join in a moment of silence in remembrance of Steve Biggs. Following the moment of silence, the Mayor led everyone in the Pledge of Allegiance and offered the Invocation.

2 ADJUSTMENT OF THE AGENDA

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) Resolution Awarding Badge and Service Firearm to Police Chief Bridges Upon His Retirement

b) Draft Minutes
- April 3, 2017 Regular Session

ACTION: Approval of Consent Agenda as Presented

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

4 ADMINISTRATIVE ITEMS

a) Warranty Acceptance - FINAL Water & Sewer Utilities
- Cleveland Draft House of Clayton

Placed on May 1, 2017 Consent Agenda

b) All Star Waste Services Contract

Placed on May 1, 2017 Consent Agenda

5 INTRODUCTIONS AND SPECIAL PRESENTATIONS

a) Introduction New Employees
Presenter: Ann Game, Customer Service Director
- Allan Henkel, Meter Technician
- Keva Wright, Customer Service Representative

Ms. Game introduced the two newest employees with the Customer Service Department. Keva Wright is a cashier who will be working afternoons and Allan Henkel is a meter technician. Both Keva and Allan stated they were happy to be part of the Clayton team. Council welcomed both employees.

b) Introduction of the new Miss Clayton and Miss Clayton Outstanding Teen
- Alexis Massengill - Miss Clayton
- Ahnna Chey - Miss Clayton Outstanding Teen

Mr. Keith Branch shared his condolences on the loss of Mr. Biggs. Mr. Branch introduced Miss Clayton and Miss Clayton Outstanding Teen. He shared information regarding the Miss Clayton Pageant that was recently held in town and stated there were approximately 450 people in attendance that visited our stores, hotels and restaurants.

Ahnna Chey introduced herself. She is Miss Clayton Outstanding Teen, is 16 years old and attends Friendship High School in Apex. She stated she is involved with lacrosse, track and dancing. She provided information regarding her platform, "gendercide", which is the discrimination and murder of females in India. She also shared information regarding her family's support of The Invisible Girl Project, which is an orphanage in India that provides support to young women. Ms. Chey offered her support to the town.

Alexis Massengill introduced herself. She is Miss Clayton and is a Four Oaks native. She is currently a student at Campbell University and will be graduating in less than one month. She will be attending Campbell Law School in August of this year. She provided information regarding her platform, which is Ovarian Cancer Awareness. She stated this disease personally affected her family and her goal is to spread the word about the sign and symptoms of this disease. She stated she is looking forward to serving the town in any way possible.

Mayor McLeod and Council offered their thanks and congratulations to both Ahnna and Alexis.

c) Presentation - Proposed Shared Trail Network - Walnut Hill Property & Riverwalk Property
Presenters: Sandy Sweitzer, Executive Director & Leigh Ann Hammerbacher, Associate Director - Triangle Land Conservancy

Ms. Sweitzer was present and offered her condolences on the death of Mr. Biggs. She provided power point presentation that showed the location of many of the projects with regard to land conservation. Some of the services offered by the Triangle Land Conservancy include easements and protection of over 18,000 acres.

A grant will be applied for an upcoming project that includes the planning and developing of an integrated network of trails that would connect 10 miles of trails to more than 26 miles on the Neuse River Greenway. Mountains-To-Sea Trail and the Town of Clayton Greenway system. The development of these trails would be located 3.5 miles from downtown Clayton and the proposed trail system would be a regional destination. Support from the Town of Clayton is being sought for this project.

Mayor Pro Tem asked about timeline and Ms. Sweitzer stated applications are due by July of this year. It is anticipated that construction would start following receipt of funding and funding could take 6-12 months.

<u>ACTION:</u> Placed on May 1, 2017 Consent Agenda

d) Southeast Area Study
Presenter: Alex Rickard, CAMPO

Mr. Rickard, provided information regarding the Southeast Area Study. He offered thanks and appreciation to the Town of Clayton for hosting informational meetings. The study has focused on existing and possible future land use patterns and impact on transportation system. A preferred growth scenario was prepared following the consideration of current plans and policies, as well as the goals developed. This would illustrate future land use patterns in order to achieve goals. One of the key features of the scenario would be the encouragement of additional growth. Mr. Rickard provided a Power Point that included final recommendations including all new roads, and improvements. Information showed what traffic might look like in 30 years if roads remained as they currently are. Information regarding critical projects to include the widening of NC Highway 42 was provided. There was brief discussion regarding the Ranch Road widening project, however this project has not yet been funded. There was also discussion about pedestrian recommendations and transit analysis. Mr. Richard requested council endorsement of the Southeast Area Study.

Mayor Pro Tem Grannis asked about the Ranch Road project and the time of when funding may be approved. Mr. Richard stated an aggressive schedule of

2021 might be possible with some tweaks and a tag on to current project, without that possibly 2028.

ACTION: Place Support of Southeast Area Study on May 1, 2017 Consent Agenda

6 **ITEMS SCHEDULED FOR THE REGULAR MEETING**

a) SUP - 2017-08-SUP - Abbington Forest Apartments
Presenter: Planning Department

Mr. DeYoung provided report and stated applicant is requesting to obtain a Special Use Permit to develop a 72-unit apartment building located on US 70 just east of the Wake Med Building. Current zoning is Office-Institutional. Tis item was presented to Planning Board in March and staff did not support approval of the request, as there were some outstanding issues and the Planning Board denied the SUP. This allowed this item to move forward to Council. The accompanying Site Plan (2017-07-SP) was also presented to the Planning Board in March and was continued to the April 24, 2017 Planning Board meeting. There will also be a wastewater request. As of today, all issues have been addressed and staff will be recommending approval of the SUP at the April Planning Board meeting

Request is now consistent with the Comprehensive Plan and all criteria has been addressed. Staff requested that a public hearing be set for May 1, 2017 and further stated that approval from the Planning Board should be in place at the time of public hearing.

There were some questions regarding the traffic information that was provided by the applicant at the Planning Board and it was requested that current information be provided. There was also concern regarding the value comparisons. Mr. DeYoung stated he would ensure the applicant was aware of the concerns so applicant could address concerns at the public hearing.

ACTION: Set Public Hearing for May 1, 2017

b) Rezoning - #2017-20-RZ - Gateway Lot 6
Presenter: Planning Department

Mr. McLeod reported that the applicant is requesting to rezone Gateway Lot #6, which is located on Gateway Drive. Request is to rezone from Highway Business Special Use District (B3-SUD) to Office-Institutional (O-I). Mr. McLeod stated the required neighborhood meeting was held and no issues were raised. The request is compatible with Surrounding Land Uses and consistent with the Comprehensive Plan. Staff is recommending approval of the rezoning.

ACTION: Set Public Hearing for May 1, 2017

c) Storm Water Management Agreement Review
Presenter: Tim Simpson, Public Works Director

Mr. Simpson provided information regarding storm water management agreement, which is up for renewal in November and this updated version simply renews and refreshes the agreement.

ACTION: Place on May 1, 2017 Consent Agenda

d) Live Burn - 534 W. Main Street - May 6, 2017 - Street Closure Request
Presenter: Lee Barbee, Fire Chief

Chief Barbee provided information regarding this live burn. All required approval from the NCDOT was received. Request council authorize closing of W. Main Street between S. Moore and S. Robertson on Saturday, May 6, 2017 from 7:00 a.m. until 1:00 p.m.

ACTION: Place on May 1, 2017 Consent Agenda

7 ITEMS CONTINGENT FOR THE REGULAR MEETING

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 STAFF REPORTS

a) Town Manager

b) Town Attorney

c) Town Clerk

d) Other Staff

11 OTHER BUSINESS

a) Informal Discussion & Public Comment

b) Council Comments

Mayor Pro Tem Grannis provided a brief update on the Universal Playground. He stated the fundraising firm that was contracted currently has commitments of $350,000. This amount does not include the $89,000 recently received. Additional details will be provided later.

12 ADJOURNMENT

a)

With there being nothing further, the meeting was adjourned at 7:21 p.m.

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

Duly adopted this 15th day of May 2017, while in regular session.

Jody L. McLeod
Mayor

TOWN OF CLAYTON
INCORPORATED
APRIL 1869
CLAYTON, N.C.

ATTEST:

Kimberly A. Moffett, CMC, NCCMC
Town Clerk