

AGENDA
THE WORK SESSION MEETING OF THE CLAYTON TOWN COUNCIL

MONDAY, SEPTEMBER 15, 2014
6:30 PM

THE CLAYTON CENTER
COUNCIL CHAMBERS

1. **CALL TO ORDER**
Pledge of Allegiance & Invocation – Mayor Jody L. McLeod
2. **ADJUSTMENT OF THE AGENDA**
3. **ACTION AGENDA**
 - a.Á Draft minutes from September 2, 2014 regular meeting.
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4. **INTRODUCTIONS AND SPECIAL PRESENTATIONS**
 - a.Á Introduction of new Town of Clayton employee(s).
 - b.Á Special Events Committee Report:
 - i.Á Boot Camp Youth Rally
 - ii.Á Community Christmas Eve Service
 - iii.Á Kids Bubble Run
 - iv.Á Trunk or Treat
5. **ITEMS SCHEDULED FOR THE REGULAR MEETING AGENDA**
 - a.Á Presentation of proclamation: “Public Power Week – Always Steady and Ever Ready.”
6. **ITEMS CONTINGENT FOR THE REGULAR MEETING**
 - a.Á Discussion of proposed amendment to the cemetery ordinance.
 - b.Á Ordinance to rescind annexation ordinance adopted for Gordon Property on Powhatan and Glen Laurel Roads due to incorrect boundary description.
 - c.Á Interlocal agreement between Town of Clayton and Johnston County for wastewater service.
7. **ITEMS FOR DISCUSSION**
 - a.Á Proposed ordinance establishing an encroachment authority and procedure. (Tracking purposes: For discussion at October 6 regular meeting.)
 - b.Á Library Board By-laws revisions.
8. **OLD BUSINESS**
 - a.Á Discussion of cemetery fee schedule.
9. **STAFF REPORTS**
 - a. Town Manager
 - b. Town Attorney

- c. Town Clerk
 - Calendar of Events
- d. Other Staff

10. OTHER BUSINESS

- a. Informal Discussion & Public Comment.
- b. Council Comments.
- c. Closed Session- Personnel Matter.

11. ADJOURNMENT

**TOWN OF CLAYTON
TOWN COUNCIL
AGENDA COVER SHEET**

Agenda Item: 3a

Meeting Date: 9/15/14

TITLE: DRAFT MINUTES FROM SEPTEMBER 2, 2014.

DESCRIPTION: Minutes.

RELATED GOAL: Administrative

ITEM SUMMARY:

<u>Date:</u>	<u>Action:</u>	<u>Info. Provided:</u>
09-15-14	Approval.	DRAFT

TOWN OF CLAYTON, NORTH CAROLINA

TRANSCRIPT OF THE PROCEEDINGS
TOWN COUNCIL SEPTEMBER 2, 2014, SESSION

Worley Reporting
P.O. Box 91447 Raleigh, NC 27675
919-870-8070

1Á MAYOR MCLEOD: As the Mayor of the Town
2Á of Clayton, I call this regular meeting of the
3Á Clayton Town Council to order. I ask you to stand
4Á for the Pledge of Allegiance and remain standing
5Á for the Invocation.

6Á (Pledge of Allegiance recited.)

7Á MAYOR MCLEOD: Let us pray. Most
8Á gracious and Heavenly Father, we thank you for the
9Á many blessings of this day and we ask, Lord, now
10Á that you be with us as we proceed with the business
11Á for the Town of Clayton. For it's in your great
12Á name we pray, amen.

13Á MALE SPEAKER: Amen.

14Á FEMALE SPEAKER: Amen.

15Á MAYOR MCLEOD: Do we have any adjustments
16Á to the agenda?

17Á MAYOR PRO-TEM GRANNIS: Mr. Mayor?

18Á MAYOR MCLEOD: Mr. Grannis?

19Á MAYOR PRO-TEM GRANNIS: I would like to
20Á remove Item B from the consent agenda and have it
21Á brought up as soon as the consent agenda is voted
22Á upon.

23Á MR. BIGGS: Item B? [Inaudible].

24Á MAYOR MCLEOD: 3B.

25Á MAYOR PRO-TEM GRANNIS: Consent agenda

1Á Item B.

2Á COUNCILMAN HOLDER: Mr. Mayor, also in
3Á terms of the proclamation, the item that we have is
4Á Item 48. My understanding is that we [inaudible]
5Á this evening, is that right? So we can execute the
6Á proclamation [inaudible] set up an appointment
7Á future designation.

8Á MAYOR MCLEOD: Okay. So we're just going
9Á to omit it from this agenda?

10Á COUNCILMAN HOLDER: Yes, sir.

11Á MAYOR MCLEOD: Got you.

12Á MR. BIGGS: My understanding is they're
13Á going to be here tomorrow at 5:30.

14Á MAYOR MCLEOD: Yes. We have a photo
15Á sheet tomorrow with them at 5:30. Okay. The first
16Á item of business is the consent agenda.

17Á COUNCILMAN THOMPSON: Motion to approve.

18Á COUNCILMAN HOLDER: Second.

19Á MAYOR MCLEOD: We have a motion by
20Á Councilman Thompson. I've got -- I've got to work
21Á on the details for our transcriber -- and a second
22Á by Councilman Holder to approve the consent agenda.
23Á Is there any discussion? All in favor of the
24Á motion say aye.

25Á (Voice vote.)

1Á MAYOR MCLEOD: Opposed, like sign.

2Á Motion carries. Then we pull the Item 3B, draft of
3Á the minutes from the August 18th 2014 work session.

4Á MAYOR PRO-TEM GRANNIS: Mr. Mayor?

5Á MAYOR MCLEOD: Mr. Grannis?

6Á MAYOR PRO-TEM GRANNIS: On Page 18 of the
7Á transcript, Line 19, Town Manager Biggs stated I
8Á don't know that I have a question as much as a bit
9Á of a concern. That should be attributed to me as
10Á opposed to the town manager. I was the one who
11Á made that statement.

12Á MAYOR MCLEOD: All right. Excuse me,
13Á we'll have [inaudible] found in our minutes.

14Á MAYOR PRO-TEM GRANNIS: I make a motion
15Á that we approve those minutes with that --

16Á COUNCILMAN HOLDER: Second.

17Á MAYOR PRO-TEM GRANNIS: -- one
18Á exception -- the one change.

19Á MAYOR MCLEOD: We have a motion for
20Á approval based on the change by Councilman Grannis,
21Á and a second by Councilman Thompson [sic]. Is
22Á there any other discussion? All in favor of the
23 motion, say aye.

24 (Voice vote.)

25 MAYOR MCLEOD: Opposed, like sign.

1Á Motion carries. That was seconded by Councilman
2Á Holder. Thank you. Next up on the agenda is a
3Á public hearing, [inaudible] hearing on special use
4Á permit application SUP 2014-85 from RNC
5Á Entertainment for an internet sweepstakes
6Á operation. Mr. Grannis?

7Á MAYOR PRO-TEM GRANNIS: Mr. Mayor, I
8Á would like to defer this specific agenda item,
9Á special use permit application SUP 2014-85 from
10Á this evening's public hearing and defer it until
11Á the 20th of October meeting to the Town of Clayton
12Á meeting.

13Á COUNCILMAN SATTERFIELD: Second.

14Á MAYOR MCLEOD: We have a motion by
15Á Councilman Grannis and a second by Councilman
16Á Satterfield to postpone Item 5A until the October
17Á 20th meeting. Is there any discussion? All in
18Á favor of the motion, say aye.

19Á (Voice vote.)

20Á MAYOR MCLEOD: Opposed, like sign. And
21Á the motion carries. Next up will be an evidentiary
22Á hearing on preliminary subdivision PSD 2014-12 for
23Á Riverwood Ranch Phase 2A.

24Á MR. DEYOUNG: David DeYoung, [inaudible]
25Á of the Planning Department. This is a preliminary

1Á subdivision 2014-12. This is Riverwood Ranch Phase
2Á 2A. It's a preliminary subdivision plan approval
3Á on 15 single-family lots in Phase 2A of Riverwood
4Á Ranch. As you all are aware, Riverwood Ranch is a
5Á planned development that was approved last year --
6Á or reapproved last year, in multiple phases, and
7Á has a master plan that lays out the residential
8Á areas, as well as the commercial and all
9Á [inaudible] areas of [inaudible] development and
10Á recreation areas.

11Á This particular phase is 12.26 acres in
12Á size, and again, it's 15 lots, and it is zoned PNU.
13Á You can still see [inaudible] the master plan, it's
14Á directly across from Riverwood Haven Departments,
15Á which are 55-plus.

16Á The proposed density of this section is
17Á 3.7 dwelling units per acre and the lots range from
18Á anywhere to 0.19 to 0.27 acres, so very small lots,
19Á [inaudible] lots. The maximum impervious that's
20Á been set for this section is 45 percent and 4,000
21Á square feet per lot and it also has 45 percent
22Á building coverage per lot along [inaudible].

23Á Setbacks in this case would be 20 front,
24Á six side, 12 side street and 15-foot rear setback.
25Á [Inaudible] what's on the slide is incorrect.

1Á Access for this phase will be applicable
2Á [inaudible] future Stetson Lane. Stetson Lane is
3Á also the road that's currently serving the 55-plus
4Á community.

5Á This indicates the lot layout. It's
6Á pretty standard, typical 15-lot subdivision. We'll
7Á see this continue with the other phases
8Á [inaudible]. As you can see, the entrance for this
9Á 15-lot -- this lines up with one of the two
10Á entrances [inaudible] the way in.

11Á In terms of landscaping and buffering,
12Á street trees will be required, as they are in all
13Á subdivisions, at a rate of one per lot or one every
14Á 40 linear foot with a minimum two-and-a-half inch
15Á caliper and eight foot in height. There is a
16Á landscape easement that's been reserved along
17Á Stetson Lane. That's not required by the code.
18Á The developer has done that to put additional
19Á landscaping in to beautify the main entrance into
20Á the community once you're inside Riverwood Ranch.

21Á In terms of recreation and open space,
22Á there is none in this Phase 2A. There is some
23Á associated with the overall development and, of
24Á course, it is attached to the Riverwood Master Plan
25Á and the Riverwood Athletic Club Master Plan which

1Á shares [inaudible] with the site [inaudible].

2Á Five-foot sidewalks will be required on
3Á both sides of the street in the subdivision. We're
4Á not anticipating any environmental impacts and the
5Á Applicant has not requested any [inaudible]
6Á deviations from the code in the space.

7Á In terms of compatibility with
8Á surrounding land uses, it's in the middle of
9Á Riverwood Ranch, so we're not expecting there to be
10Á any issues with surrounding uses or adjacent
11Á property owners since all of the adjacent property
12Á is owned by the developer. There are some
13Á provisions that have been made for a signal traffic
14Á [inaudible] will be placed on the intersection of
15Á Pritchard Road and Athletic Club
16Á Boulevard/Riverwood Ranch Boulevard, and that
17Á division is when 75 new residential permits have
18Á been issued, a commercial [inaudible] a commercial
19Á parcel is under construction or 24 months have
20Á passed from September 3rd or September 3rd, 2016.

21Á It is consistent with our Land Use Plan
22Á both [inaudible] managed growth producing quality
23Á development. It is also consistent with our
24Á Unified Development Code. The Applicant has
25Á addressed the findings of facts. Those are

1Á acceptable as part of the issuing application and
2Á [inaudible] as attached [inaudible]. And with
3Á that, staff is recommending approval of Riverwood
4Á Ranch Phase 2A Preliminary Subdivision Plan with
5Á the conditions of approval as outlined in the staff
6Á report, and the Applicant is here tonight to answer
7Á any questions and I'm available for any questions.

8Á MAYOR MCLEOD: All right. Mr. Grannis?

9Á MAYOR PRO-TEM GRANNIS: You mentioned the
10Á light would be forthcoming at Pritchard and
11Á Athletic Club after 75 permits have been issued.
12Á Does Riverwood Athletic Club become a part of those
13Á permits being issued or is it only on the other
14Á side of the street?

15Á MR. DEYOUNG: It's the Riverwood Ranch
16Á side of the street and the pre-tract, which is the
17Á 150 plus or minus lots that were just approved as
18Á an addition to Riverwood Ranch -- Riverwood
19Á Athletic Club. So the combination of either side
20Á getting to 75 lots would trigger that.

21Á MAYOR PRO-TEM GRANNIS: Does that also
22Á include other existing developments within
23Á Riverwood Athletic that are not fully built out
24Á yet?

25Á MR. DEYOUNG: It does not.

1Á MAYOR PRO-TEM GRANNIS: And what would be
2Á the reason for that?

3Á MR. DEYOUNG: I -- the original Riverwood
4Á Athletic Club in its entirety did not trigger the
5Á warrants necessary for a single light at that
6Á intersection. So these additional units that were
7Á added due to the pre-tract or the units that are
8Á coming online now through Riverwood Ranch, those
9Á three provisions that have been made were a
10Á condition among the things that will trigger the
11Á single light to reach the level that needs to be
12Á [inaudible].

13Á MAYOR PRO-TEM GRANNIS: Thank you.

14Á MAYOR MCLEOD: Okay. This has been noted
15Á as an evidentiary hearing, and I'll turn it over to
16Á the attorney for a briefing on evidentiary
17Á hearings.

18Á MS. ROSS: The hearing on a preliminary
19Á subdivision is different in certain steps from the
20Á capacity in which the Town Council normally
21Á functions. The Town Council normally functions in
22Á a legislative capacity. Preliminary subdivision
23Á plans are quasi-judicial which means that the
24Á Council essentially acts as a court of law. There
25Á is [inaudible] the applicant for the subdivision

1Á meets the criteria from the Town's Unified
2Á Development Code. Anyone opposed to the
3Á application must put on evidence of a similar kind
4Á showing the criteria have not been met. Testimony
5Á must be given under oath. All testimony and
6Á evidence provided to the Council must be competent,
7Á material and substantial.

8Á Pursuant to the North Carolina General
9Á Statute, competent evidence does not include taking
10Á the testimony of [inaudible]. Under certain
11Á matters this Council has determined that hearsay
12Á evidence will not be admitted. The Council will
13Á apply the criteria contained in the Unified
14Á Development Code and make its decision based solely
15Á on the evidence and testimony presented in this
16Á hearing tonight.

17Á MAYOR MCLEOD: All right. Thank you,
18Á ma'am. If anyone is going to speak during this
19Á evidentiary hearing, you'll need to come forward
20Á and be sworn in.

21Á MS. LANZOLLA: Please state your names
22Á for the record.

23Á MR. SMITH: Fred Smith.

24Á MR. DEYOUNG: David DeYoung.

25Á MS. LANZOLLA: Please [inaudible]. Do

1Á you solemnly swear that the testimony you're about
2Á to give is true, to the best of your knowledge and
3Á [inaudible]?

4Á MR. SMITH: I do.

5Á MR. DEYOUNG: I do.

6Á MAYOR MCLEOD: Is there anything in
7Á addition you'd like to add to your staff report?

8Á MR. DEYOUNG: Nothing additional at this
9Á time, unless there's questions.

10Á MAYOR MCLEOD: Thank you. Okay. If not,
11Á I'll open the floor for the Applicant testimony.

12Á MR. SMITH: Mr. Mayor, Fred Smith, 632
13Á Marcellus Way. We really have nothing further to
14Á add to what Mr. DeYoung had stated [inaudible] all
15Á the requirements had been met and I'll be happy to
16Á answer any questions.

17Á MAYOR MCLEOD: Thank you very much.
18Á Anyone else want to speak in opposition? No one
19Á wishing to speak in opposition, no need for
20Á rebuttal. I'll turn it over to Council for
21Á inquiry. Questions or comments? No questions or
22Á comments, then I'll call the Council into
23Á deliberation. Mr. Grannis?

24Á MAYOR PRO-TEM GRANNIS: Mr. Mayor, based
25Á on substantially competent evidence and testimony

1Á presented to the Town Council on this matter, the
2Á Council finds and concludes that Subdivision
3Á Application SUP 2014-85, subject to the conditions
4Á recommended by the Planning Board and the Planning
5Á staff and with the full incorporation of all the
6Á statements and agreements entered into the record
7Á by the testimony of the Applicant and the
8Á Applicant's representatives, that the subdivision
9Á meets all required specifications of the Town
10Á Unified Development Ordinance, that the subdivision
11Á will not be detrimental to the use or orderly
12Á development of other properties in the surrounding
13Á area and will not violate the character of existing
14Á standards for developed properties in the
15Á surrounding areas and that the subdivision design
16Á will provide for the distribution of traffic in a
17Á manner that will avoid or mitigate congestion
18Á within the immediate area, will provide for a
19Á unified and orderly use for extension of public
20Á infrastructure and will not materially endanger the
21Á environment, public health, safety or the general
22Á welfare and four, that the subdivision will not
23Á adversely affect the general plans of the orderly
24Á growth and development of the Town and is
25Á consistent with the plan policies adopted by this

1Á Town Council.

2Á I therefore suggest or recommend that we 3
approve SUP 24 -- 2014-85.

4Á COUNCILMAN HOLDER: Second.

5Á MAYOR MCLEOD: We have a motion to
6Á approve by Councilman Grannis and a second by
7Á Councilman Holder. Is there any other discussion?
8Á All in favor of the motion say aye.

9Á (Voice vote.)

10Á MAYOR MCLEOD: Opposed, like sign. And
11Á the motion carries. Mr. Grannis?

12Á MAYOR PRO-TEM GRANNIS: Mr. Mayor, I make
13Á a motion to approve, based on satisfactory
14Á compliance with the above four stated findings and
15Á fully contingent on the acceptance and compliance
16Á with all conditions as previously noted herein and
17Á with full incorporation of all statements and
18Á agreements entered into the record by the testimony
19Á of the Applicant and the Applicant's
20Á representatives, I move to approve Subdivision
21Á Application SUP 2014-85.

22Á COUNCILMAN HOLDER: Second.

23Á MAYOR MCLEOD: We have a motion for
24Á approval from Councilman Grannis and a second by
25Á Councilman Holder. Is there any other discussion?

1Á All in favor of that motion say aye.

2Á (Voice vote.)

3Á MAYOR MCLEOD: Opposed, like sign. The
4Á motion carries. All right. Next under old
5Á business is an update and consideration of contract
6Á with Retail Strategies LLC.

7Á MR. BIGGS: Mr. Mayor, [inaudible] we
8Á have checked some of the references and we are
9Á awaiting some callbacks on some of the references,
10Á as I mentioned to you last time. [inaudible]
11Á response from [inaudible] from Lexington and from
12Á [inaudible] Georgia. So, so far we haven't found
13Á any negative responses, but we [inaudible] any
14Á calls from the state of North Carolina [inaudible].

15Á In terms of the budget, what we found in
16Á this year's budget is that we have \$5,000 in the
17Á County development funds that were designated for
18Á [inaudible]. Usually around \$15,000 or \$20,000
19Á [inaudible] of that [inaudible] \$5,000 is
20Á undesignated. We also have realized the savings on
21Á our land use setting. This Council will be
22Á [inaudible] in the process of selecting a
23Á consultant for a contingency plan update, and
24Á through Mr. DeYoung's efforts, we've been able to
25Á apply some savings over the estimated [inaudible]

1Á of that contract to be about another \$5,000.

2Á In this year's -- this new budget, we
3Á feel comfortable that we could dedicate \$10,000, a
4Á total \$38,000 over the [inaudible] period to
5Á [inaudible] consulting and discuss hiring of the
6Á services with them and see if during the time that
7Á remains in '14-'15, if Council is so inclined, we
8Á can get the work under way. We would have a total
9Á three-year obligation of \$38,000 with \$10,000 is
10Á what we have [inaudible] through the budget
11Á [inaudible] we can go forward and [inaudible].

12Á MALE SPEAKER: I would agree.

13Á MAYOR MCLEOD: Any other questions or
14Á comments for Mr. Biggs? Mr. Satterfield?

15Á COUNCILMAN SATTERFIELD: I had a meeting
16Á with Michael right before the meeting, and I asked
17Á him to convince me to spend the money on this
18Á project. And he tried, but he said he's not quite
19Á there yet ready to spend the money as well.

20Á Am I wrong -- stop me when I'm wrong; how
21Á about that? This --

22Á MR. BIGGS: You're [inaudible] issue.

23Á COUNCILMAN SATTERFIELD: Okay. This
24Á company is going to be looking at bringing in
25Á mid-to-larger-sized firms. They aren't really

1Á bringing in the mom and pop downtown companies,
2Á right?

3Á MR. BIGGS: That's correct.

4Á COUNCILMAN SATTERFIELD: If a company
5Á would be looking at North Carolina, I've got to
6Á assume they had their own people looking, and I've
7Á also got to assume that Clayton's going to be at
8Á the top of their list. I can't imagine why it
9Á would be -- would not be, excuse me. I'm not
10Á calling any small towns out, but if we were a small
11Á town in Johnston County, that has not seen the
12Á growth that we've seen, I would probably be tending
13Á to get any pull we could get.

14Á I don't know what this company can
15Á provide us more than what we're out standing with
16Á already and what our county guy can do as well.
17Á It's not shown me what it's going to do above and
18Á beyond for the Town of Clayton. I guess, that's
19Á what I'm looking at.

20Á I just think that -- I think Clayton's a
21Á great place to be. We proved it. We're in
22Á magazines. They're going to look at Clayton. I
23Á cannot imagine somebody looking in this area and
24Á not look seriously at Clayton before they would
25Á somewhere else, and I can't see why we would not

1Á shine above the rest of them.

2Á MAYOR MCLEOD: I think that we -- to kind
3Á of piggyback on what you're saying, I think that
4Á one, we don't have anybody at Town Hall that is
5Á actively pursuing economic development for us on a
6Á daily basis or a monthly basis. I think what's
7Á happening in Smithfield, I think our economic
8Á developer is doing a great job, but I think he is
9Á very much in a big picture mode. That big picture
10Á primarily consisting of getting that natural gas
11Á down 95 and allowing for many areas along 95 and
12Á Johnston County to be able to recruit business and
13Á industry, but that infrastructure's got to be in
14Á place.

15Á They've already lost a couple of \$25-30
16Á million industries because the natural gas wasn't
17Á there, and that was the preferred method of heating
18Á for those companies, so they went somewhere else.

19Á I think when -- you know, it is true that
20Á probably the larger companies have individuals in
21Á those companies that are looking where to go and
22Á that kind of thing, but I think that's just them
23Á working towards going somewhere, but it's -- I
24Á think, in order to create that bridge, you're going
25Á to have to be seeking and investing some funds to

1Á find out how and what we have to do to have that
2Á type of retail brought to Clayton. I don't think
3Á they're just going to find us. I think it's way
4Á too competitive. I think we're a shining star on a
5Á regional basis, but I think there are other areas
6Á that are equally as shiny, have equally as much
7Á growth, have done equally as well during a slow
8Á economy -- that whoever is going to be out there
9Á with the golden carrot is going to make the catch.
10Á And right now, I -- that's kind of how I view it.

11Á Now, I haven't heard any results on this
12Á company yet, so I'm not here tonight to say that I
13Á support this 100 percent. I'm waiting to see on
14Á the feedback we get from what municipalities worked
15Á with this company and what they were able to
16Á generate.

17Á But insofar as doing anything above and
18Á beyond what Clayton does and what the County does,
19Á it will be way greater than what we do, which is
20Á nothing in an everyday realm of gathering
21Á democratic -- not democratic -- demographic --

22Á COUNCILMAN SATTERFIELD: Good try.

23Á MAYOR MCLEOD: Demographic information
24Á and with the County -- you know, the County's goal
25Á in Smithfield is not to have the focus on

1Á recruiting retail in Clayton. They're a bigger
2Á picture, broad based, bigger tax base, big dollars.
3Á They're not looking to bring retail to Clayton.
4Á They're looking to bring business and industry and
5Á jobs on I-95, and that's where the focus is. And
6Á it's -- and rightly so. You know, we have natural
7Á gas in Clayton on 70. The rest of the County has
8Á no natural gas, period, so -- Mr. Holder?

9Á COUNCILMAN HOLDER: The Council know we
10Á feel about Clayton and how much we want it to grow
11Á and how much we want these people to come here, but
12Á who's tooting our horn? Nobody. And it would
13Á probably shock us to know how little [inaudible]
14Á outside [inaudible] in the Town of Clayton.

15Á MAYOR MCLEOD: And I'm just suggesting
16Á that we give this an opportunity to get information
17Á on it. You know, instead of do we want to invest
18Á in this or not invest in this; let's see the whole
19Á package. When we see the whole package, if there's
20Á not clearly defined strategic plans that yields
21Á good results, then I'm not going to be interested
22Á in this. But if it does have a strategic plan and
23Á it does -- it has yielded results for other
24Á municipalities, then I think we need to give it
25Á some consideration. That's all.

1Á COUNCILMAN SATTERFIELD: Michael brought
2Á up a good point. That seems legit, you may say.
3Á He was concerned whether this company would have
4Á someone dedicated for Clayton, or are they going to
5Á be dedicated for Johnston County? Are they going
6Á to be dedicated for the region? And that would --
7Á that would help me make up my mind too if we had
8Á somebody dedicated for Clayton, pushing for
9Á Clayton. That would help out a lot.

10Á MAYOR MCLEOD: Now, I could be wrong, Mr.
11Á Biggs, you correct me, but I would think if the
12Á Town of Clayton is funding a check, that that
13Á company is going to be working for the Town of
14Á Clayton.

15Á MR. BIGGS: Entirely so. Yes, sir.

16Á MAYOR MCLEOD: Okay.

17Á MR. BIGGS: We've met the representative
18Á company that would go [inaudible] and contact
19Á [inaudible] looking at the [inaudible] for the Town
20Á of Clayton because that reflects favorably for the
21Á Town of Clayton that the sites that they would be
22Á looking at would be within the Town of Clayton.
23Á And here again, I'm not a proponent of whether you
24Á do or not do this, I just know that I've been
25Á tasked to come up with certain strategies in

1Á economic development and this is a resource that we
2Á found that, because of the buying power that we
3Á have [inaudible] leverage more value than we would
4Á typically get, and so [inaudible] that has an
5Á application in response to that.

6Á The things that they can do that we
7Á cannot do is they can develop materials that we
8Á cannot develop. [Inaudible] have the expertise to
9Á know what materials [inaudible] the developers are
10Á looking for and, two, they just have, you know, the
11Á ability to crunch the numbers and create the
12Á [inaudible] presentation of those numbers, which in
13Á house, we don't have.

14Á The other thing they have is they have
15Á the [inaudible] and we just don't have that
16Á [inaudible]. They can represent us on the
17Á statewide, regional and national trade shows, and
18Á we have no [inaudible] to do that. So they're
19Á going to be doing some things for us that we can't
20Á do in house. Whether or not the businesses will
21Á notice us, I think that we're getting our fair
22Á share no matter what. I don't think that we are
23Á starving here in Clayton. I think that we're doing
24Á just fine, but there will be prospects that don't
25Á notice that exist out there that this company,

1Á through their network and through their expertise,
2Á can [inaudible]. Whether we land those is
3Á ultimately up to us, but there is no question that
4Á they have, you know, contacts in the retail
5Á development business that we just don't have access
6Á to.

7Á COUNCILMAN SATTERFIELD: And our only
8Á choice is a three-year contract?

9Á MR. BIGGS: That's their product.

10Á COUNCILMAN SATTERFIELD: Okay.

11Á MR. BIGGS: Their product is the first
12Á year -- and I -- and I understand why they're doing
13Á it that way, and I appreciate it. The reason they
14Á do it that way is it takes that first year to
15Á really research and present a community. That's
16Á where the bulk of the cost is in the contract. The
17Á next two years, year two and year three, in the
18Á contract, the way it was structured and presented
19Á to us, they're only \$9,000 each year, and those are
20Á the years that they're actually taking what they
21Á collected in the first year and marketing us.

22Á MAYOR MCLEOD: I think the other thing
23Á that opens up for me about this is even if you go
24Á on the Town of Clayton website now and, you know,
25Á through the years that we've been up here in the

1Á leadership capacity, we've all learned the value of
2Á information and having a very updated and easy to
3Á navigate website. So even if you go to our website
4Á right now, there's nothing on there that says, you
5Á know, we've got 1,500 new apartments in Clayton.
6Á You know, now, we know we have and, you know, when
7Á we made approvals on those apartments behind the
8Á Bojangles', the developer at that time said just
9Á keep in mind if you want to increase your retail in
10Á your town, you got to have people. And so,
11Á therefore, you know, the spur of the apartments in
12Á Clayton is a big part of recruiting that retail.
13Á We got more numbers. But if I'm a hunter for a
14Á company, I'm not finding that information out on
15Á our website because it's too new. But if we have a
16Á company that has thoroughly studied our demographic
17Á and knows what we have currently and knows what we
18Á have coming online then, you know, that type of
19Á more relevant detailed information, I think, is
20Á beneficial to us. But that's just my take. I'm
21Á not one way or the other.

22Á I welcome all the discussion on this. I
23Á think it's fantastic to have a better understanding
24Á of what we're looking at and I think it's going to
25Á be wonderful when we get the results of the towns

1Á and what they were able to generate. Mr.

2Á Grannis -- oh, Mr. Lawter?

3Á COUNCILMAN LAWTER: Oh, I would agree
4Á with that. I know two or three, seems like,
5Á sessions ago when we set down and did the planning,
6Á that we talked about how do we get this information
7Á together and who do we present it to, and it seems
8Á like this kind of fills that gap. They know the
9Á information to collect, they know who to take that
10Á information, the important part of the information
11Á and who to present it to, to attract some of those
12Á retail businesses that we're lacking now that our
13Á folks in town are still driving to Smithfield or to
14Á Raleigh or to Garner to go and -- yeah, I think one
15Á of our goals was to keep people from having to make
16Á those trips. So I think this kind of meets
17Á something we've been working at for two or three
18Á years now. I'm anxious to see, you know, where it
19Á goes and get some of these questions answered.

20Á MAYOR MCLEOD: I'm anxious to see where
21Á it goes and I'm anxious to ponder that, you know,
22Á if you get one or two or three retail out of this
23Á gig for the Town of Clayton, then how much sales
24Á tax that stays in Johnston County and in Clayton
25Á comes to us to help offset that \$30,000 plus

1Á investment, because we would have -- it would
2Á contribute to the sales tax dollars that we don't
3Á have now. I just think of it in those terms.

4Á Mr. Grannis?

5Á MAYOR PRO-TEM GRANNIS: I think -- while
6Á I'm a proponent of economic development, always
7Á have been -- I've even made the statement, I don't
8Á know if it was publicly or not, that I would really
9Á love to have our own economic development
10Á coordinator. The thing that concerns me about this
11Á is there's not enough information yet, and as I
12Á told Bob in a discussion, I said well he's a little
13Á further down the river than I am about being
14Á negative. But I do see potential here. I see
15Á things that these people can do that we cannot or
16Á we don't have the ability to do. We would have to
17Á subcontract it.

18Á One thing that we did -- Bob and I did
19Á talk about, is the fact that if we were to
20Á subcontract it, it'd probably be a lot more
21Á expensive than what we're looking at here. A
22Á \$30,000 investment for what I'm suspecting we're
23Á going to get is what I would consider probably a
24Á really good deal. But I don't know the track
25Á record of this organization. I don't know how many

1Á conventions they'll go to, to promote us. I don't
2Á know if it's one person that's committed to us or
3Á if it's a whole team that's committed to us and, of
4Á course, we don't know their track record.

5Á So those are questions, again, that still
6Á need to be answered, but I'm not ready to say no by
7Á any stretch. I just need more information. But I
8Á like where we're headed, and my gut feeling is we
9Á ain't there yet, so --

10Á MAYOR MCLEOD: Okay. All right. Anyone
11Á else? All right. Thank you, gentlemen. Next up
12Á under old business is a report on necessary
13Á revisions to the use policy for Town Square.

14Á MR. BIGGS: Mr. Mayor, we had an inquiry
15Á recently [inaudible] pointed out that there is an
16Á inconsistency in our use policy between Horne
17Á Square and Town Square. There is a desire to hold
18Á a fundraiser yard sale at Town Square.

19Á In the Horne Square Use Policy there is
20Á an implicit prohibition [inaudible] use. The Town
21Á Square is silent on the issue. As I explained to
22Á the media, I think that that deficiency is
23Á explained by the fact that Town Square was
24Á developed before Horne Square and as time passed we
25Á got a little better insight and were more

1Á sophisticated in our view of how -- you know, how
2Á these properties might be used and, in fact, I
3Á recall that when the farmers' market, which has
4Á been a big success, was first proposed, we had a
5Á lot of concern that it would sort, you know,
6Á transition [inaudible] something that was more like
7Á a vendor sale or a yard sale and we were negative
8Á about it. And so the farmers' market has been a
9Á big success, and it's maintained its identity as a
10Á farmers' market.

11Á We have this inquiry about the use of the
12Á property for a yard sale. There's nothing
13Á inherently wrong with raising funds for a good
14Á cause that [inaudible] designers [inaudible] is
15Á going to somebody's pocket which were intended for
16Á a charitable organization. However, the yard sale
17Á is outside of the scope of the purpose [inaudible]
18Á for Town Square which speaks to [inaudible]
19Á programming and support for the arts, and so I just
20Á wanted to bring this to your attention. Perhaps
21Á bring it to your attention as a proposal for an
22Á amendment to the use policy so that the prohibition
23Á that is reflected for the Horne Square property
24Á will also extend to Town Square.

25Á MAYOR MCLEOD: Meaning then you cannot

1Á have a yard sale on Horne -- on Town Square.

2Á MR. BIGGS: Yes.

3Á MAYOR MCLEOD: Correct. I'm in favor of
4Á that. Any comments? All right. Mr. Grannis?

5Á MAYOR PRO-TEM GRANNIS: I think it's
6Á actually a good idea, and I like the conformity
7Á with respect to what we're doing in Horne in
8Á transitioning that into Town Square as well.

9Á MAYOR MCLEOD: Do we need to create that
10Á in the form of a motion?

11Á MR. BIGGS: Yes, sir.

12Á MAYOR PRO-TEM GRANNIS: So moved.

13Á COUNCILMAN SATTERFIELD: Second.

14Á MAYOR MCLEOD: We have a motion and a
15Á second; a motion by Councilman Grannis, a second by
16Á Councilman Satterfield, for a revision to the use
17Á policy for Town Square. Is there any other
18Á discussion? All in favor of the motion say aye.

19Á (Voice vote.)

20Á MAYOR MCLEOD: Opposed, like sign.
21Á Motion carries. Next up under new business is the
22Á approval to issue purchase order for a down payment
23Á purchase of replacement vehicle for Rescue 1.

24Á MR. BIGGS: Mr. Mayor, you will recall
25Á discussions earlier on a retreat having to do with

1Á keeping the hours [inaudible] emergency response
2Á vehicles fully up to grade and service expectations
3Á and, of those vehicles, the vehicle that needs to
4Á the most urgent attention is our existing
5Á [inaudible] rescue vehicle. Obviously, we're
6Á getting a lot of calls these days and that vehicle
7Á is a very important part of the services that we're
8Á providing.

9Á What we are proposing is a cash purchase
10Á with a down payment, and we would be going through
11Á the Houston-Galveston Association that does
12Á governmental purchasing. So we -- rather than
13Á [inaudible] write up, it's going to be [inaudible]
14Á associated with writing up individualized
15Á specifications and putting it out for a bid. We're
16Á essentially piggybacking on the [inaudible] cost.
17Á We will be paying for this over two fiscal year
18Á periods. This year, the down payment, and
19Á subsequent fiscal year upon delivery we would make
20Á the second payment. By doing that we're realizing
21Á over a \$7,000 reduction in cost and so we are
22Á proposing that the Council approve not the
23Á contract, but to issue a purchase requisition for
24Á replacement of Rescue 1. Chief Barbee is present
25Á this evening and is available to answer any

1Á questions about the specifics of the vehicle.

2Á The vehicle is a good quality vehicle.

3Á We're not looking for something [inaudible]

4Á choices. It's very much going to be a heavy-use

5Á vehicle for us.

6 COUNCILMAN SATTERFIELD: Delivery date,

7 ETA, '16?

8 MR. BIGGS: I'm sorry?

9 COUNCILMAN SATTERFIELD: Delivery date?

10Á MR. BIGGS: Delivery date would be -- it

11Á would be fiscal year '15-'16.

12Á COUNCILMAN SATTERFIELD: '15-'16.

13Á MR. BIGGS: But it would be calendar year 14 '15.

15Á COUNCILMAN SATTERFIELD: Right, okay.

16Á MAYOR MCLEOD: Mr. Grannis?

17Á MAYOR PRO-TEM GRANNIS: And you did say

18Á that it's within our budget of fiscal year '14-'15

19Á correct, for the down payment?

20Á MR. BIGGS: It is actually under budget

21Á for the down payment and it is under budget what we

22Á had estimated the total cost would be. So the good

23Á news -- I wouldn't call it good news. The news is

24Á then we will not be touching any fund balance for

25Á this [inaudible]. This is a budgeting concern.

1Á MALE SPEAKER: Good.

2Á MR. BIGGS: What we'll do this year; this
3Á year we split up the purchase where the District
4Á will make the down payment and the Town will make
5Á the final payment. The staff has been put on
6Á notice that our rolling stock purchases for next
7Á year will be very significant and curtailed. We
8Á have to deliver the \$300,000 in rolling stock cash
9Á purchases for this year. We discussed this in an
10Á effort with the police department, which is
11Á probably the biggest consumer of vehicle purchases
12Á and their position that they can stand to absorb a
13Á year without major purchases from the rolling
14Á stock. So, if you'll recall, some years ago we had
15Á Davenport [phonetic] do a financial model for us
16Á and in that they figured it about \$300,000 a year
17Á in cash purchases for rolling stock. So this
18Á vehicle will pick up most of that \$300,000
19Á allowance for rolling stock next year. But, based
20Á on where we stand right now catching up for the
21Á last couple of years, we can stand to do that.

22Á COUNCILMAN SATTERFIELD: Move to approve.

23Á COUNCILMAN LAWTER: Second.

24Á MALE SPEAKER: Second.

25Á MAYOR MCLEOD: We have a motion to

1Á approve the purchase order of a replacement vehicle
2Á Rescue 1 and a second -- by Councilman Satterfield
3Á and a second by Councilman Lawter. Is there any
4Á other discussion? All in favor of the motion say
5Á aye.

6Á (Voice vote.)

7Á MAYOR MCLEOD: Opposed, like sign?
8Á Motion carries. Next up, we'll begin with the Town
9Á Manager, staff reports.

10Á MR. BIGGS: No additional reports.

11Á MAYOR MCLEOD: Thank you, sir. Town
12Á Attorney?

13Á MS. ROSS: No report.

14Á MAYOR MCLEOD: Town Clerk?

15Á TOWN CLERK: No reports.

16Á MAYOR MCLEOD: Deputy Clerk?

17Á DEPUTY CLERK: No reports.

18Á MAYOR MCLEOD: Any other staff?

19Á MS. BEARD: [Inaudible] [laughter].

20Á Stacey Beard, public information officer. I had
21Á the opportunity to take a few photos that I just
22Á wanted to share with you and when I was about two
23Á months here we had an employee luncheon and that
24Á was my first time seeing many of the other
25Á employees, and there was this guy Johnny Stanley

1Á who got this employee of the year thing and it
2Á seemed really nice, but I didn't know what he did.
3Á He's the purchasing officer, much like I'm a public
4Á information officer, and you can call me Officer
5Á Beard so he probably was Officer Stanley, which is
6Á fun.

7Á But I didn't know what he did and I
8Á really feel like today I kind of got what Johnny
9Á Stanley does and what a purchasing officer can do
10Á for our town and now I understand why he's the
11Á cat's meow of [inaudible] [laughs].

12Á MALE SPEAKER: That's good.

13Á MS. BEARD: Today, Caterpillar and
14Á Gregory Poole delivered this giant 18,000 pound
15Á mini hydraulic excavator to our Public Works and
16Á Operations Center and here it is in all its
17Á gleaming glory. They did not let me drive it, but
18Á it was made possible because of what Jonny Stanley
19Á does, but also because of the relationship that the
20Á Town of Clayton has with Caterpillar and Gregory
21Á Poole, the [inaudible] in the Town of Clayton. And
22Á that man right there, his name is Paul Paulton
23Á [phonetic] and he's with Gregory Poole. He lives
24Á in Clayton. And then there's another gentleman
25Á who, I think I have a picture of later on, Craig

1Á Worley, and he lives in Clayton. He is the local
2Á mini hydraulic excavator expert and travels the
3Á world. And this particular excavator, I guess
4Á Caterpillar used to build them in Japan and they
5Á built a plant in Athens, Georgia, so this was one
6Á of the first that was made in the United States.
7Á And because it was this show model, they took it
8Á to, like, the World of Concrete Convention in Los
9Á Angeles and Vegas and so, it was a show model.

10Á And, because of that, we were able to get
11Á a very good deal because this had essentially been
12Á a used piece of equipment, but in my mind, you
13Á know, show models you take the best of the best and
14Á they made sure that it worked right and got all the
15Á best parts, and so now it's ours at a considerable
16Á discount which is very nice. And also, Johnny was
17Á able to package it with a dump truck that we're
18Á also going to be getting at a later date. So there
19Á was significant savings in coupling those together.

20Á And the Caterpillar and Gregory Poole
21Á folks, and there's Mr. Worley who, by the way,
22Á speaks with what sounds like an Australian accent,
23Á but his father apparently was a tobacco farmer in
24Á Kenly and grew up here, but he's really interesting
25Á and just took so much time with our employees

1Á showing them how to work it and with our Mayor and
2Á Town Manager and I thought wow, you know, he's
3Á really taking care of this customer. But I think
4Á it really showed that, number one, we benefit from
5Á this relationship that we have with Caterpillar and
6Á with Gregory Poole and they value the town because
7Á they know -- they said they both live in Clayton,
8Á they drive around and they see their Caterpillar
9Á equipment out doing stuff on public projects, and
10Á they've actually taken a lot of pictures of our
11Á equipment at work and our staff at work, and they
12Á use that to market their equipment all over the
13Á world. In fact, they've confessed to us they've
14Á taken pictures of equipment in Clayton and passed
15Á it off as being South Africa or another part of the
16Á world because Photoshop is a wonderful thing.

17Á MAYOR MCLEOD: About 99 percent of every
18Á photographed Caterpillar piece of equipment is
19Á photographed in Clayton.

20Á MS. BEARD: Photographed in Clayton, and
21Á they take a [inaudible] photos and they took photos
22Á today with us so who knows when maybe another
23Á marketing publishing -- publishing -- publications
24Á that they have.

25Á But I just saw that the Town and the

1Á taxpayers of our Town reap the benefits. Having
2Á Johnny Stanley, who had this wonderful quote to me
3Á about just how long he worked at this and the
4Á relationship and the phone calls and the back and
5Á forth with these folks to make this possible and
6Á the fact too, that these, you know, corporations
7Á live in our community and they value the Town and
8Á being a part of it. So I thought that was kind of
9Á cool and [inaudible] with that [inaudible].

10Á MAYOR MCLEOD: No, it was awesome, and I
11Á think, you know, the one biggest thing; obviously a
12Á relationship with Caterpillar is very mutual. They
13Á think just as much of the Town of Clayton as the
14Á Town of Clayton thinks of them, but because we now
15Á have a piece of equipment like this, we have
16Á capabilities of doing a lot more in house than we
17Á ever would. So it's a very fine investment for the
18Á Town of Clayton and it's a great opportunity for
19Á Caterpillar to step up to the plate and support
20Á Clayton and they said don't wig out if your guys
21Á are out there operating this machinery and a couple
22Á of people bounce out of their car and start
23Á photographing their machine at work because,
24Á apparently, they have people doing that full time
25Á going around looking for their equipment being

1Á used. So it was a very rewarding -- but really
2Á Johnny Stanley is the reason that happened for the
3Á Town of Clayton, and a big part. So he is the
4Á cat's meow --

5Á MS. BEARD: He is the cat's meow.

6Á MAYOR MCLEOD: Good job, Officer Beard.
7Á I've never referred to you as officer, please. All
8Á right. I'll now open the floor for informal
9Á discussion and public comment.

10Á MR. MCFADDEN: Good evening, Mayor and
11Á Council. I'm John McFadden downtown businessman.
12Á [Inaudible] contract of retail strategies. I
13Á personally think it's a colossal waste of money,
14Á but three or four business owners on my end
15Á [inaudible] nice idea to try to come up with
16Á [inaudible]. They don't think that it's a
17Á practical use of the Town's money. If we were a
18Á town like Garner who's putting in a huge investment
19Á in development in [inaudible] and a Burlington Coat
20Á Factory and all kinds of retail business going in
21Á there I could understand that, but for our sizable
22Á town, you think it'd be more practical for the Town
23Á of Clayton or the Chamber of Commerce to, you know,
24Á try to devise a retail strategy. And anyways, I
25Á guess we'd have to find out more of what the

1Á company is offering, but we don't really want to be
2Á a cookie-cutter town anyways. Just because
3Á something works in another town, I mean, you need
4Á somebody who [inaudible] and unless they need
5Á another flower shop or another jewelry store, then
6Á how do you go attracting those types of businesses
7Á anyways?

8Á I think that it's better if the Chamber
9Á of Commerce or the Town of Clayton puts together a
10Á committee or something that tries to, you know,
11Á build that up. And retail is just one sector
12Á anyways. It might be more beneficial to try to
13Á attract pharmaceuticals or large companies like
14Á Caterpillar instead of just the retail sector. But
15Á that's my opinion anyways as far as that. I don't
16Á think there's a practical that comes to mind.

17Á MAYOR MCLEOD: Anyone else? You're not
18Á going to weigh in on that, Mr. [Inaudible]
19Á [laughs]? All right. Now, no one else wishing to
20Á speak, I'll turn it over to Council for their
21Á comments. Mr. Holder?

22Á COUNCILMAN HOLDER: We've got a problem
23Á with the --

24Á MAYOR MCLEOD: You're going to have to
25Á speak into your microphone -- into the mic.

1Á COUNCILMAN HOLDER: We seem to have a
2Á problem with getting the cemetery ordinance policy
3Á written and published. We have a lady who's been
4Á waiting for her certificate and license for over a
5Á year and is wondering why. I'd like to know why,
6Á too.

7Á MR. BIGGS: Mr. Holder, we expect to
8Á bring that to you at the next [inaudible] session.
9Á As you discussed, I was under the impression that
10Á item had been cleared through and public two weeks
11Á ago [inaudible] finalizing it. We had previously
12Á addressed the issue of amending the cemetery
13Á ordinance, but apparently this item was not
14Á completed in that and so, like I said, [inaudible]
15Á two weeks ago was when I realized that this item
16Á was missing. In fact, I think you're aware that
17Á [inaudible] action, but it was not completed.

18Á COUNCILMAN LAWTER: Could you enlighten
19Á the rest of us what conversation you all just had?

20Á MR. BIGGS: Well what it has to do with
21Á is that there was a pretty [inaudible] cemetery
22Á ordinance. I thought that it should be changed in
23Á how cemetery plots are transferred from [inaudible]
24Á to use license and then [inaudible], and apparently
25Á it had not been.

1Á MAYOR MCLEOD: So the person had applied
2Á for a D?

3Á MR. BIGGS: We no longer convey a D. You
4Á get a use license.

5Á MAYOR MCLEOD: Okay.

6Á MR. BIGGS: But the ordinance has not
7Á been [inaudible] like that.

8Á MAYOR MCLEOD: Okay.

9Á MR. BIGGS: And it was just --

10Á COUNCILMAN HOLDER: They want this
11Á here -- they want this here license of certificate
12Á [inaudible] ordinance changed over here and it --

13Á MAYOR MCLEOD: Okay. I'm with you now.
14Á All right. Mr. Grannis?

15Á MAYOR PRO-TEM GRANNIS: I just would like
16Á to say a few words about Mr. Stanley. First of
17Á all, I owe him an apology because I told him
18Á probably around 10 or 12 occasions I'm going to
19Á come down and visit him, and the reason that I want
20Á to do that is because, in my past life, I was the
21Á chairman in materials management for almost 25
22Á years and I do know what it can take to negotiate
23Á and I know Johnny has saved has untold numbers of
24Á dollars and that's probably six-seven figures
25Á through the years that he's worked with us. And

1Á I'm very gratified that we have somebody of his
2Á stature on our staff and I only have one thing to
3Á say to Steve. You better not think of retiring
4Á within the next 10 years [laughter].

5Á MAYOR MCLEOD: Anyone else? My only
6Á comment for the evening is can we please get
7Á someone to look at the corner of Barbour and Horne
8Á Street because I stopped at that stop sign 20 times
9Á a day and I still can't see what's coming from the
10Á west coming to the east. So maybe I'm parking --
11Á I'm stopping too far behind the stop sign and not
12Á far enough beyond the stop sign to be able to see,
13Á but it seems like a large amount of shrubbery and
14Á everything that's in that space, and it's getting
15Á worse. And I'll be the very one who gets plowed
16Á right there, which puts Michael Grannis in charge,
17Á so you all better really get something done out
18Á there [laughter]. Just kidding, Mr. G. All right.
19Á Anything else to come before this Council? If not,
20Á I'll entertain a motion to adjourn.

21Á MALE SPEAKER: So moved.

22Á MALE SPEAKER: So moved.

23Á MAYOR MCLEOD: All in favor say aye.

24Á (Voice vote.)

25Á MAYOR MCLEOD: Good night.

(THE PROCEEDINGS IN THIS MATTER ADJOURNED AT 7:27 P.M.) 4

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Duly adopted by the Town Council this 15th day of September 2014
while in regular session.

Jody L. McLeod,

Mayor

ATTEST

Nancy Medlin,

Deputy Town Clerk

**TOWN OF CLAYTON
TOWN COUNCIL
AGENDA COVER SHEET**

Agenda Item: 4a

Meeting Date: 9/15/14

TITLE: INTRODUCTION OF NEW TOWN OF CLAYTON EMPLOYEE (S).

DESCRIPTION: Introduction(s).

RELATED GOAL: Administrative

ITEM SUMMARY:

Date:

Action:

Info. Provided:

09-15-14

Introduction(s).

N/A.

**TOWN OF CLAYTON
TOWN COUNCIL
AGENDA COVER SHEET**

Agenda Item: 4b

Meeting Date: 9/15/14

TITLE: Special Events Committee Report.

DESCRIPTION: As titled.

RELATED GOAL: Administrative

ITEM SUMMARY:

Date:

Action:

Info. Provided:

09-15-14

Presentation

Reports



Town of Clayton
Planning Department
111 E. Second Street, Clayton, NC 27520
P.O. Box 879, Clayton, NC 27528
Phone: 919-553-1545
Fax: 919-553-1720

SPECIAL EVENTS COMMITTEE REPORT

Permit Application Number: **2014-19**
Committee Meeting: August 28, 2014

Event Name: Youth Boot Camp Rally & Parade
Event Date(s): OCTOBER 24, 2014 (Friday)
Location: Town Square (Rally) – E Second Street between Church & Fayetteville - Parade

Applicant: Phenomenal Women of Purpose
Contact: Jaqueline Gathers, Director
Phone: (919) 391-8087(o) (919) 333-3358 (Cell)
E-Mail: jaquelinetouch@yahoo.com
Address: 109 Walnut Creek Dr. Clayton, NC 27520

ORGANIZATION INFO:

Name of Organization: Boot Camp International FED ID:
Purpose of Organization: To teach youth from a faith-based biblical perspective that God has empowered them to be leaders and not influenced by peer pressure, abuse, gangs, etc.
Organization Address: 109 Walnut Creek Dr. Clayton, NC 27520
Organization Contact: Jaqueline Gathers
Phone: (919) 333-3358 Email: bootcampppwp@gmail.com

EVENT INFORMATION

Location: Town Square Event Address: 110 W Main Street
Event Start Time: **6:30 PM 10/24/14** Event End Time: **7:45 PM 10/24/14**

Road Closures: **YES**

Set Up Time: 6:00 pm Clean Up Ends: 8:30 pm

Estimated Attendance: 150 people

Description of Event: Attendees will gather between 6 pm and 6:30 pm at Town Square. The program, a faith-based devotion, music & prayer will take place from 6:30 to about 7:15 pm. The March to Horne UMC will begin at 7:15 pm in the Town Square Parking Lot to Horne UMC via E Second Street. March will end at Church Street where marchers will take to the sidewalk and enter Horne UMC from the Church Street entrance. March is expected to end by approximately 7:30 pm.

The following information is a summary from the Special Event Permit Application. Additional detail may be found on the application.

YES/NO

Tents & Membrane Structures
NO Tents: **0** Size(s):
NO Membrane Structures?

Power Sources

NO Generators:
YES TOC power source(s): **Town Square**

Voice/Music Amplification

NO Musical Entertainment # of Bands: **0**
NO Temporary Stage # of Stages:
YES Amplified Sound Start Time: **6:30 pm** End Time: **7:30 pm**

Hazardous Materials

NO Propane, butane, gasoline, diesel tanks, helium cylinders:
NO Portable Heaters:
NO Deep fat fryers:
NO Fireworks, lasers, torches, candles or other pyrotechnics:

ALCOHOL

NO Sold/Served: Type:
Name of person/organization responsible:
Times of Alcohol Sales:
Permit Received:

VENDORS

NO Mechanical rides Type:
NO Food Vendors:
NO Temporary Food Event Sponsor Form received?

TOWN SERVICES

YES **Trash**
NO **# Trash Roll-Out Carts**
NO **# Recycled Roll-Out Carts**
Delivery Location(s): **n/a**
Delivery date: **n/a** Pickup Date: **n/a**

Cleanup

NO Portable Toilets
Delivery date: Pickup date:
YES Event Area Cleanup: **Organization volunteers will clean-up following the event**

Safety & Security

NO Security required for:
off-duty **0** Hours/Dates required: FROM
Overnight Security Hours/Dates required:

Site Plan – ATTACHED

EVENT BOUNDARY & ROAD TRAFFIC PLAN

YES Using Public Streets - **E Second Street between Fayetteville & Church Streets**
YES Parade, March/Walk, Vehicles, Vendors, Foot/Bike Race, Other
150 # of expected participants
N/A # vehicles participating
N/A # of animals participating in the event
Type of animals –

Boundary – Town Square, bounded by W Main, Fayetteville, O’Neil and Second streets

YES ROAD CLOSURE REQUEST

- **Closure of Town Square Parking Lot @ 3:00 PM to 7:30 PM**
- **Brief closure of E Second Street from Fayetteville to Church Street**
 - **Block E Second Street at Fayetteville Street with Police Car**
 - **Block E Second Street at Church Street with Police Car**
 - **7:15 PM to 7:30 PM**

150 # of participants expected

Event Route – Town Square to Horne UMC (via E Second Street)

YES Barricades/Cones

Where: Town Square Parking Lot – from center of parking lot to Fayetteville Street (to block off east side of lot).

Who will Provide: **Public Works**

Delivery Date: **10/24/14**

Pickup: **10/27/14**

Who will Put in Place: **Public Works**

Road Closure/Detour Plan

- *South bound traffic on Church Street will be detoured to Horne Street*
- *West bound traffic on E Second Street will be detoured to Main Street or Horne Street*

USE OF TOWN OWNED PROPERTIES

Signed Use Policy & Procedures received for:

- pending
- Town Square – sent to applicant 8/25/14 via email*
 - Horne Square –*
 - Other*

COMMITTEE DISCUSSION & COMMENTS

- Committee determined it was better to block E Second Street with police cars than close off a number of streets with barricades.

COMMITTEE CONDITIONS

-

COMMITTEE ACTIONS:

- **Committee recommends: APPROVAL**
 - Committee report will be submitted to Town Clerk by **SEPT 5, 2014** for Council Agenda on **SEPTEMBER 15, 2014** and final approval on **OCTOBER 6, 2014**
 - Special Event Permit will be issued by Planning Department upon:
 - **Town Council approval of requests**
 - **Proof of all conditions being met**
-

TOWN COUNCIL CONSIDERATIONS

Consider:

- Closure of Town Square Parking Lot @ 3:00 PM to 7:30 PM
 - Brief closure of E Second Street from Fayetteville to Church Street
 - Block E Second Street at Fayetteville Street with Police Car
 - Block E Second Street at Church Street with Police Car
- 7:15 PM to 7:30 PM
-

TOWN COUNCIL ACTION/COMMENTS

- 9/15/14:
 - 10/6/14:
-

DOCUMENTATION TO BE RECEIVED

POST EVENT REVIEW

Scheduled: October 30, 2014

-

SUBMIT SPECIAL EVENT PERMIT APPLICATION for next year by: June 10, 2015



Town of Clayton
 Planning Department
 111 E. Second Street, Clayton, NC 27520
 P.O. Box 879, Clayton, NC 27528
 Phone: 919-553-5002
 Fax: 919-553-1720

SPECIAL EVENT ACTION ITEM REPORT

Planning Staff Contact: Bruce Naegelen: 919-280-1278

EVENT INFORMATION:

Event Name: Community Christmas Eve Service File Number: 2014-20
 Event Date(s): December 24, 2014 Event Time(s): 5:30 to 6:00
 Event Location: Town Square
 Event Coordinator: Matt Evans Contact Number: 919-632-3576
 Contact Email: pastor@greaterheightssumc.com
 Attendees (Per Day): 300

TOWN SERVICES REQUESTED:

Department / Division	Requested Services	Date/Time	Primary Contact	Contact Phone #
DDA	Use of the Town Square	12-24-14	Bruce Naegelen	553-5002

STAFF USE:

APPROVED:

DENIED:

DATE: 8/28/14

Will be presented to Council on 9-15-2014.



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Planning Department
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Fax: 919-553-1720

SPECIAL EVENTS COMMITTEE REPORT

Permit Application Number: **2014-20**
Committee Meeting: **August 28, 2014**

Event Name: **Community Christmas Eve Service**
Event Date(s): **Wednesday, December 24, 2014**
Location: **Town Square**
Applicant: **Greater Heights UMC**
Phone: (919) 632-3576(o) (919) 632-3576 (Cell)
E-Mail: pastor@greaterheightsumc.com
Address: **312 Parkridge Dr. Clayton, NC 27520**

ORGANIZATION INFO:

Name of Organization: **Greater Heights UMC** FED ID:
Purpose of Organization: **church**
Organization Address: **312 Parkridge Dr. Clayton, NC 27520**
Organization Contact: **Rev. Matt Evans**
Phone: (919) 632-3576 Email: pastor@greaterheightsumc.com

EVENT INFORMATION

Location: **Town Square** Event Address: **110 W Main Street**
Event Start Time: **5:30 PM 12/24/14** Event End Time: **6:00 PM 12/24/14**

Road Closures: **NO**

Set Up Time: **4:45 pm** Clean Up Ends: **6:45 pm**

Estimated Attendance: **300 people**

Description of Event: **Community gathering around Christmas Tree for singing and a message by Pastor Matt Evans. The group will light hand-held candles during the closing song. (electric power will be used for microphones and one or two instruments)**

The following information is a summary from the Special Event Permit Application. Additional detail may be found on the application.

YES/NO

Tents & Membrane Structures

NO Tents: **0** Size(s):
NO Membrane Structures?

Power Sources

NO Generators:
YES TOC power source(s): **Town Square**

Voice/Music Amplification

YES Musical Entertainment # of Bands: **1 (vocal and two accompanying instruments)**

NO Temporary Stage # of Stages:
YES Amplified Sound Start Time: **5:30 pm** End Time: **6:00 pm**

Hazardous Materials

NO Propane, butane, gasoline, diesel tanks, helium cylinders:
NO Portable Heaters:
NO Deep fat fryers:
YES Fireworks, lasers, torches, candles or other pyrotechnics: **hand-held candles**

ALCOHOL

NO Sold/Served: Type:
Name of person/organization responsible:
Times of Alcohol Sales:
Permit Received:

VENDORS

NO Mechanical rides Type:
NO Food Vendors:
NO Temporary Food Event Sponsor Form received?

TOWN SERVICES

NO **Trash**
NO **# Trash Roll-Out Carts**
NO **# Recycled Roll-Out Carts**
Delivery Location(s): **n/a**
Delivery date: **n/a** Pickup Date: **n/a**

Cleanup

NO Portable Toilets
Delivery date: Pickup date:
YES Event Area Cleanup: **Organization volunteers will clean-up following the event**

Safety & Security

NO Security required for:
off-duty **0** Hours/Dates required: FROM

Overnight Security Hours/Dates required:

Site Plan – ATTACHED

EVENT BOUNDARY & ROAD TRAFFIC PLAN

NO Using Public Streets -
NO Parade, March/Walk, Vehicles, Vendors, Foot/Bike Race, Other
300 # of expected participants
N/A # vehicles participating
N/A # of animals participating in the event
Type of animals –

YES **Boundary – Town Square, bounded by W Main, Fayetteville, O'Neil and Second streets**

NO **ROAD CLOSURE REQUEST**

of participants expected

Event Route – n/a

NO **Barricades/Cones**
Where: n/a
Who will Provide: n/a
Delivery Date: n/a
Pickup: n/a
Who will Put in Place: n/a

NO **Road Closure/Detour Plan**
– n/a

USE OF TOWN OWNED PROPERTIES

Signed Use Policy & Procedures received for:
YES *Town Square* – received 8/26/14
Horne Square –
Other

COMMITTEE DISCUSSION & COMMENTS

- none

COMMITTEE CONDITIONS

- none

COMMITTEE ACTIONS:

- **Committee recommends: APPROVAL**
- Committee report will be submitted to Town Clerk by **SEPT 5, 2014** for Council Agenda on **SEPTEMBER 15, 2014** and final approval on n/a (this request does not require council approval but will be presented as information)
- Special Event Permit will be issued by Planning Department upon:
 - Approval of Committee
 - Proof of all conditions being met

TOWN COUNCIL CONSIDERATIONS

Consider closure of:
n/a

TOWN COUNCIL ACTION/COMMENTS

- 9/15/14: n/a
- 10/6/14: n/a

DOCUMENTATION TO BE RECEIVED

POST EVENT REVIEW

Scheduled: January 29, 2015

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SUBMIT SPECIAL EVENT PERMIT APPLICATION for next year by: August 1, 2015



Town of Clayton
 Planning Department
 111 E. Second Street, Clayton, NC 27520
 P.O. Box 879, Clayton, NC 27528
 Phone: 919-553-5002
 Fax: 919-553-1720

SPECIAL EVENT ACTION ITEM REPORT

Planning Staff Contact: Bruce Naegelen: 919-280-1278

EVENT INFORMATION:

Event Name: Kids Bubble Run File Number: 2014-21
 Event Date(s): September 27, 2014 Event Time(s): 9:00 am to 11:30 am
 Event Location: Town Square
 Event Coordinator: Cassandra Brooks Contact Number: 919-359-8939
 Contact Email: Thelittlebeliever's@gmail.com
 Attendees (Per Day): 125

TOWN SERVICES REQUESTED:

Department / Division	Requested Services	Date/Time	Primary Contact	Contact Phone #
Operations	2 Trash Roll-Out Carts	Out – 9-26 Pick up 9-28	Steve Blasko	553-1530
Operations	1 Recycled Roll-Out Carts	Out – 9-26 Pick up 9-28	Steve Blasko	553-1530

STAFF USE:

APPROVED:

DENIED:

DATE: 8-28-14

Bruce – What conditions?



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Planning Department
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Fax: 919-553-1720

SPECIAL EVENTS COMMITTEE REPORT

Permit Application Number: **2014-21**
Committee Meeting: **August 28, 2014**

Event Name: **Kids Bubble Run (to benefit Make A Wish Foundation)**
Event Date(s): **Saturday, September 27, 2014**
Location: **Town Square**
Applicant: **Little Believer's Academy**
Phone: (919) 359-8939(o) (919) 244-8795 (Cell)
E-Mail: thelittlebelievers@gmail.com
Address: **551 W Main Street, Clayton, NC 27520**

ORGANIZATION INFO:

Name of Organization: **Make A Wish Foundation** FED ID: 58-1792140
Purpose of Organization: **Make A Wish Foundation grants special wishes to terminally ill children**
Organization Address: **2880 Slater Rd. Suite 105, Morrisville, NC 27560**
Organization Contact: **Jerry Peters**
Phone: (919) 821-7111 x203 Email: **n/a**

EVENT INFORMATION

Location: **Town Square** Event Address: **110 W Main Street**
Event Start Time: **9:00 AM** **9/27/14** Event End Time: **11:30 AM**
Road Closures: **NO**

Set Up Time: **7:00 AM** Clean Up Ends: **1:00 PM**

Estimated Attendance: **125 people**

Description of Event: **Kid's Bubble Run supports the Make A Wish Foundation. Children will run laps while bubbles are blown from a bubble machine. Then they will have carnival activities, including two (2) bounce houses, face-painting, bean-bag tossing, tug-of-war and possibly a dunking machine. Refreshments will include a cotton candy machine, sno-cone machine and pre-wrapped hot dogs, chips and soft drinks.**

The following information is a summary from the Special Event Permit Application. Additional detail may be found on the application.

YES/NO

Tents & Membrane Structures

NO Tents: **0** Size(s):
YES Membrane Structures? **2 (bouncy house)**

Power Sources

NO Generators:
YES TOC power source(s): **Town Square**

Voice/Music Amplification

NO Musical Entertainment # of Bands:
NO Temporary Stage # of Stages:
NO Amplified Sound Start Time: End Time:

Hazardous Materials

NO Propane, butane, gasoline, diesel tanks, helium cylinders:
NO Portable Heaters:
NO Deep fat fryers:
NO Fireworks, lasers, torches, candles or other pyrotechnics:

ALCOHOL

NO Sold/Served: Type:
Name of person/organization responsible:
Times of Alcohol Sales:
Permit Received:

VENDORS

NO Mechanical rides Type:
YES Food Vendors: Cotton candy, sno-cones, pre-wrapped hot dogs, chips and soft drinks
NO Temporary Food Event Sponsor Form received? n/a

TOWN SERVICES

YES Trash
2 # Trash Roll-Out Carts
1 # Recycled Roll-Out Carts
Delivery Location(s): Town Square
Delivery date: 9/26/14 Pickup Date: 9/28/14

Cleanup

NO Portable Toilets
Delivery date: Pickup date:
YES Event Area Cleanup: Fantasy Affair Event Planning will clean-up following the event

Safety & Security

NO Security required for:
off-duty 0 Hours/Dates required: FROM

Overnight Security Hours/Dates required:

Site Plan – ATTACHED

EVENT BOUNDARY & ROAD TRAFFIC PLAN

NO Using Public Streets -
NO Parade, March/Walk, Vehicles, Vendors, Foot/Bike Race, Other
125 # of expected participants
N/A # vehicles participating
N/A # of animals participating in the event
Type of animals –

YES **Boundary – Town Square, bounded by W Main, Fayetteville, O’Neil and Second streets**

NO **ROAD CLOSURE REQUEST**

125 # of participants expected

Event Route – n/a

NO Barricades/Cones

Where: n/a

Who will Provide: n/a

Delivery Date: n/a

Pickup: n/a

Who will Put in Place: n/a

NO Road Closure/Detour Plan

– n/a

USE OF TOWN OWNED PROPERTIES

Signed Use Policy & Procedures received for:

pending Town Square – sent to applicant 8/25/14 via email

Horne Square –

Other

COMMITTEE DISCUSSION & COMMENTS

-
-

COMMITTEE CONDITIONS

-

COMMITTEE ACTIONS:

- Committee recommends: **APPROVED**
- This event does not require Town Council approval.
- Special Event Permit will be issued by Planning Department upon:
 - Proof of all conditions being met

TOWN COUNCIL CONSIDERATIONS

Consider closure of:

n/a

TOWN COUNCIL ACTION/COMMENTS

- 9/15/14: n/a
- 10/6/14: n/a

DOCUMENTATION TO BE RECEIVED

POST EVENT REVIEW

Scheduled: October 30, 2014

-

SUBMIT SPECIAL EVENT PERMIT APPLICATION for next year by: June 1, 2015



Town of Clayton
 Planning Department
 111 E. Second Street, Clayton, NC 27520
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 Phone: 919-553-5002
 Fax: 919-553-1720

SPECIAL EVENT ACTION ITEM REPORT

Planning Staff Contact: Bruce Naegelen: 919-280-1278

EVENT INFORMATION:

Event Name: Trunk or Treat File Number: 2014-22
 Event Date(s): October 29th, 2014 Event Time(s): 5 pm to 7 pm
 Event Location: Town Square
 Event Coordinator: Pam Russell Contact Number: 910-619-3703
 Contact Email: pam@horneumc.net
 Attendees (Per Day): 150-200

TOWN SERVICES REQUESTED:

Department / Division	Requested Services	Date/Time	Primary Contact	Contact Phone #
Operations	Barricades/Cones	10-29 Out at 6 am Pick up 10-30	Steve Blasko	553-1530
DDA	Town Square Parking	10-29 6 am to 7:30 pm	Bruce Naegelen	553-5002

STAFF USE:

APPROVED:

DENIED:

DATE: 8-28-14

PENDING FINAL APPROVAL REQUIRED FROM TOWN COUNCIL - DATES: Work: 9/15/14
 Final: 10/6/14



Town of Clayton
Planning Department
111 E. Second Street, Clayton, NC 27520
P.O. Box 879, Clayton, NC 27528
Phone: 919-553-1545
Fax: 919-553-1720

SPECIAL EVENTS COMMITTEE REPORT

Permit Application Number: **2014-22**
Committee Meeting: **August 28, 2014**

Event Name: **Trunk or Treat**
Event Date(s): **Wednesday, October 29, 2014**
Location: **Town Square**
Applicant: **Pam Russell, Director of Children's Ministries**
Phone: (919) 553-6464(o) (910) 619-3703 (Cell)
E-Mail: pam@horneumc.net
Address: **PO Box 475, Clayton, NC 27528**

ORGANIZATION INFO:

Name of Organization: **Horne Memorial United Methodist Church** FED ID: **n/a**
Purpose of Organization: **church**
Organization Address: **121 E Second Street, Clayton, NC 27520**
Organization Contact: **Pam Russell/Ross Carter**
Phone: (919) 553-6464 x123 Email: pam@horneumc.net

EVENT INFORMATION

Location: **Town Square** Event Address: **110 W Main Street**
Event Start Time: **5:00 PM 10/29/14** Event End Time: **7:00 PM**
Road Closures: **NO**

Set Up Time: **4:00 PM** Clean Up Ends: **7:30 PM**

Estimated Attendance: **150-200 people**

Description of Event: **Cars will be parked in the parking lot with adults handing out "trick or treat" candy from the trunks of their cars as children (with their parents) walk from car to car. We may have a few games set up on the lawn as well.**

The following information is a summary from the Special Event Permit Application. Additional detail may be found on the application.

YES/NO

Tents & Membrane Structures

NO Tents: **0** Size(s):
NO Membrane Structures? **n/a**

Power Sources

NO Generators:
NO TOC power source(s):

Voice/Music Amplification

NO Musical Entertainment # of Bands:

NO Temporary Stage # of Stages:
NO Amplified Sound Start Time: End Time:

Hazardous Materials

NO Propane, butane, gasoline, diesel tanks, helium cylinders:
NO Portable Heaters:
NO Deep fat fryers:
NO Fireworks, lasers, torches, candles or other pyrotechnics:

ALCOHOL

NO Sold/Served: Type:
Name of person/organization responsible:
Times of Alcohol Sales:
Permit Received:

VENDORS

NO Mechanical rides Type:
NO Food Vendors:
NO Temporary Food Event Sponsor Form received?

TOWN SERVICES

NO **Trash**
0 # Trash Roll-Out Carts
0 # Recycled Roll-Out Carts
Delivery Location(s): n/a
Delivery date: Pickup Date:

Cleanup

NO Portable Toilets
Delivery date: Pickup date:
YES Event Area Cleanup: **Volunteers will clean-up following the event**

Safety & Security

NO Security required for:
off-duty 0 Hours/Dates required: FROM

Overnight Security Hours/Dates required:

Site Plan – ATTACHED

EVENT BOUNDARY & ROAD TRAFFIC PLAN

NO Using Public Streets -
NO Parade, March/Walk, Vehicles, Vendors, Foot/Bike Race, Other
0 # of expected participants
N/A # vehicles participating
N/A # of animals participating in the event
Type of animals –

YES **Boundary – Town Square, bounded by W Main, Fayetteville, O'Neil and Second streets**

ROAD CLOSURE REQUEST

150-200 # of participants expected

Event Route – n/a

YES **Barricades/Cones**
Where: Town Square Parking lot
Who will Provide: Public Works
Delivery Date: 10/29/14 6:00 am
Pickup: 10/30/14
Who will Put in Place: Public Works

NO **Road Closure/Detour Plan**
– n/a

USE OF TOWN OWNED PROPERTIES

Signed Use Policy & Procedures received for:
YES Town Square – received 8/28/14
Horne Square –
Other

COMMITTEE DISCUSSION & COMMENTS

-
-

COMMITTEE CONDITIONS

-

COMMITTEE ACTIONS:

- **Committee recommends: APPROVAL**
- Committee report will be submitted to Town Clerk by SEPT 5, 2014 for Council Agenda on SEPTEMBER 15, 2014 and final approval on OCTOBER 6, 2014. Special Event Permit will be issued by Planning Department upon:
 - Approval of closure of Town Square Parking Lot by Town Council
 - Proof of all conditions being met

TOWN COUNCIL CONSIDERATIONS

Consider closure of:

- **Town Square Parking lot on Wednesday, October 29, 2014 from 6:00 am to 7:30 pm**

TOWN COUNCIL ACTION/COMMENTS

- 9/15/14:
- 10/6/14:

DOCUMENTATION TO BE RECEIVED

POST EVENT REVIEW

Scheduled: October 30, 2014

-

SUBMIT SPECIAL EVENT PERMIT APPLICATION for next year by: July 1, 2015

**TOWN OF CLAYTON
TOWN COUNCIL
AGENDA COVER SHEET**

Agenda Item: 5a

Meeting Date: 9/15/14

TITLE: PRESENTATION OF PROCLAMATION: "PUBLIC POWER WEEK – ALWAYS STEADY AND EVER READY."

DESCRIPTION: Introduction(s).

RELATED GOAL: Administrative

ITEM SUMMARY:

<u>Date:</u>	<u>Action:</u>	<u>Info. Provided:</u>
09-15-14	Presentation.	Proclamation.

**TOWN OF CLAYTON
PROCLAMATION
PUBLIC POWER WEEK – ALWAYS STEADY AND EVER READY**

WHEREAS, the Town of Clayton provides electricity to its citizens; and,

WHEREAS, the citizens of the Town of Clayton are consumers and owners of their public power systems and exercise local control over utility operations and policies; and

WHEREAS, our employees are neighbors serving neighbors; and

WHEREAS, our electric system is a community asset that contributes to the well-being of citizens by providing safe and reliable power, customer service and economic development opportunities; and,

WHEREAS, the Town of Clayton is one of more than 70 public power communities serving more than 500,000 residential, commercial, and industrial customers in North Carolina; and

NOW, THEREFORE, LET IT BE PROCLAIMED by the Honorable Mayor and Town Council of the Town of Clayton, North Carolina that October 5 through October 11, 2014, be recognized as

“PUBLIC POWER WEEK – ALWAYS STEADY AND EVER READY”

in an effort to promote public power and those who work to provide the best possible electric service for our citizens.

Duly proclaimed this the 6th day of October 2014, while in regular session.

**Jody L. McLeod,
Mayor**

**TOWN OF CLAYTON
TOWN COUNCIL
AGENDA COVER SHEET**

Agenda Item: 6a

Meeting Date: 09/15/14

TITLE: Amendment to the cemetery ordinance.

DESCRIPTION: The cemetery ordinance is proposed for amendment redefining transfer for fee simple deed to use license.

Date:

Action:

Info. Provided:

9-15-14

Review

Proposed amendment (draft)

§ 92.01 SALE OF USE LICENSE FOR CEMETERY LOTS.

(A) All persons desiring to purchase a use license for cemetery lots in the town cemeteries shall apply to the Public Works ~~Director or the Customer Service~~ and Utilities Director or their designee who, upon approval and payment of the price fixed for each cemetery lot, shall cause the use license therefor to be executed to the purchaser. Under no condition shall a use license for a cemetery lot be issued to purchaser nor shall an Interment Authorization be issued until the purchase price is paid in full and approval is given by the Public Works ~~Director or the Customer Service~~ and Utilities Director or their designee. ~~Each use license executed to a purchaser shall be recorded in the office of the Register of Deeds of Johnston County.~~

(B) No person who ~~shall~~ purchases a use license for any cemetery lot in a town cemetery ~~from the town~~ shall thereafter convey or alienate the use license lot to any other person for a greater consideration than ~~that originally~~ paid for the use licensesame lot by the grantor. To transfer a use license, the original purchaser must complete a transfer of cemetery lot form. The transfer of cemetery lot form must be approved by the Public Works and Utilities Director or their designee. Any use license executed for the purpose of transferring a lot from the original purchaser shall first be approved by the Public Works Director or the Customer Service Director as to form and content. Further, ~~no the~~ transfer of use rights ~~ofor~~ a cemetery lot on the town records shall be complete ~~until~~ when (a) a transfer of cemetery lot form is executed by the transferring party and approved by the Public Works and Utilities Director or their designee and (b) a use license for the lot is issued to the transferee by the Public Works and Utilities Director or their designee. the Public Works Director or the Customer Service Director is provided with a receipt from the Johnston County Register of Deeds verifying recording of the license and payment of all revenue stamps and recording fees. Each use license executed shall contain language that the use rights are conveyed subject to this section and any amendments thereto.

(C) All persons desiring to purchase a use license for cemetery lots on an installment basis will be subject to the following: ~~Each purchase will require a~~ down payment of not less than \$100 will be required. A contract for purchase of the use license must be executed by the purchaser and the ~~town~~ Public Works and Utilities Director or their designee detailing price, term and payment due dates. The terms are to allow for ~~one year per grave site with~~ installment payments with payment in full for each cemetery lotsite to be completed by June 30 regardless of the date the contract for the use license is ~~initiated~~ executed. Any ~~grave sites~~ contracts not paid in full ~~will revert to the town with~~ by June 30 of the year the contract was executed will be terminated and no refunds will be ~~being~~ granted. Hardship cases will be determined by the Town Manager or his designee. As stipulated in division (A) of this section, no burials will take place and no use licenses will be issued ~~without~~ until payment in full is made.

(D) The purchase price shall include an amount sufficient for the town to place a ~~basic~~ permanentbasic permanent marker of town specifications at the foot of each occupied grave sitecemetery lot for the sole purpose of to ensure all cemetery lotsgraves are duly identified. For cemetery lotssites purchased prior to September 4, 2012, a ~~marker~~ deposit shall be collected at the time Interment Authorization is requested.

(71 Code, § 5-16) (Ord. passed 4-5-71; Am. Ord. passed 9-6-89; Am. Ord. passed 1-7-91; Am. Ord. passed 10-3-95; Am. Ord. 99-07-01, passed 7-19-99; Am. Ord. 2012-09-03, passed 9-4-12) Penalty, see § 10

📖 § 92.01 SALE OF USE LICENSE FOR CEMETERY LOTS.

(A) All persons desiring to purchase a use license for cemetery lots in the town cemeteries shall apply to the Public Works and Utilities Director or their designee who, upon approval and payment of the price fixed for each cemetery lot, shall cause the use license therefor to be executed to the purchaser. Under no condition shall a use license for a cemetery lot be issued to purchaser nor shall an Interment Authorization be issued until the purchase price is paid in full and approval is given by the Public Works and Utilities Director or their designee.

(B) No person who purchases a use license for any cemetery lot in a town cemetery shall thereafter convey or alienate the use license to any other person for a greater consideration than originally paid for the use license. To transfer a use license, the original purchaser must complete a transfer of cemetery lot form. The transfer of cemetery lot form must be approved by the Public Works and Utilities Director or their designee. Further, the transfer of use rights for a cemetery lot shall be complete when (a) a transfer of cemetery lot form is executed by the transferring party and approved by the Public Works and Utilities Director or their designee and (b) a use license for the lot is issued to the transferee by the Public Works and Utilities Director or their designee. Each use license executed shall contain language that the use rights are conveyed subject to this section and any amendments thereto.

(C) All persons desiring to purchase a use license for cemetery lots on an installment basis will be subject to the following: A down payment of not less than \$100 will be required. A contract for purchase of the use license must be executed by the purchaser and the Public Works and Utilities Director or their designee detailing price, term and payment due dates. The terms are to allow for installment payments with payment in full for each cemetery lot to be completed by June 30 regardless of the date the contract for the use license is executed. Any contracts not paid in full by June 30 of the year the contract was executed will be terminated and no refunds will be granted. Hardship cases will be determined by the Town Manager or his designee. As stipulated in division (A) of this section, no burials will take place and no use licenses will be issued until payment in full is made.

(D) The purchase price shall include an amount sufficient for the town to place a basic permanent marker of town specifications at the foot of each occupied cemetery lot for the sole purpose of ensuring all cemetery lots are duly identified. For cemetery lots purchased prior to September 4, 2012, a deposit shall be collected at the time Interment Authorization is requested. ('71 Code, § 5-16) (Ord. passed 4-5-71; Am. Ord. passed 9-6-89; Am. Ord. passed 1-7-91; Am. Ord. passed 10-3-95; Am. Ord. 99-07-01, passed 7-19-99; Am. Ord. 2012-09-03, passed 9-4-12) Penalty, see [§ 10](#)

**TOWN OF CLAYTON
TOWN COUNCIL
AGENDA COVER SHEET**

Agenda Item: 6b

Meeting Date: 09/15/14

**TITLE: Ordinance to rescind prior action to annex property known as
“Gordon Tract” on Powhatan and Glen Laurel Roads**

**DESCRIPTION: The boundary description provided by the applicant was
found to have an error. The only way to correct the error is to
rescind the prior action and then take new action to adopt an
ordinance with the correct description after the normal
process.**

Date:

Action:

Info. Provided:

9-15-14

Report, review

Proposed ordinance

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**TOWN OF CLAYTON
TOWN COUNCIL
AGENDA COVER SHEET**

Agenda Item: 6c

Meeting Date: 09/15/14

TITLE: Interlocal Agreement: Wastewater Agreement between Town of Clayton and Johnston County

DESCRIPTION: This interlocal agreement is necessary for implementation of the wastewater services agreement (Development Agreement) previously developed in support of the long term utility needs for Grifols

Date:

Action:

Info. Provided:

9-15-14

Review

Proposed Agreement

FTCHV'EQR " " " " FTCHV'EQR " " " " FTCHV'EQR "

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IPVGTNQEEN'CI TGGO GPV

This **IPVGTNQEEN'CI TGGO GPV** dated as of September __, 2014 (the "2014 Interlocal Agreement") between the **VQY P'QHENCJ VQP.'PQTVJ 'ECTQNPC**, a municipal corporation organized under the laws of the State of North Carolina (the "Town") and the **EQWPVI "QH'LQJ PUVQP." PQTVJ 'ECTQNPC**, a political subdivision of the State of North Carolina (the "County"),

"
Y 'KV'P'G'UUG'V'J "

WHEREAS, under Article 20 of Chapter 160A of the North Carolina General Statutes, as amended (the *ōKpvtreqen' Cevö*), municipalities and counties are authorized to enter into Interlocal cooperation undertakings with other local governments for the joint exercise of any power, function, public enterprise, right, privilege, or immunity of local governments in North Carolina;

WHEREAS, the Town and County entered into an Interlocal agreement dated August 2, 1993 (the "1993 Interlocal Agreement") for the purposes of allowing for the transfer of wastewater between the Town and the County;

WHEREAS, the Town and County have also previously entered a memorandum of understanding augmenting the 1993 Interlocal agreement on March 20, 1998;

WHEREAS, the Town has entered a Wastewater Supply Agreement with Grifols Therapeutics, Inc. ("GTP") (the "GTI Agreement") dated January 6, 2014 in which the Town has agreed to supply wastewater services to GTI and GTI has agreed to purchase wastewater services from the Town;

WHEREAS, the Town currently holds the right to 900,000 gpd of capacity at the County wastewater treatment plant;

WHEREAS, the Town plans to fulfill its obligations to GTI under the GTI Agreement through the receipt of wastewater treatment services from the County;

WHEREAS, the County is making infrastructure improvements to be able to transport and treat wastewater flow from the Town; and

WHEREAS, Town and County desire to set forth their agreement for such services herein.

NOW, THEREFORE ~~in~~ in consideration of the mutual covenants, conditions and terms contained herein, as well as other mutual consideration that both the Town and County agree is sufficient, the parties hereto, intending to be legally bound hereby, agree as follows:

**CTVIENG'K'
RWTRQUG''**

" The purpose of the 2014 Interlocal agreement is to set forth the terms and conditions of agreement between the Town and the County regarding the County's wastewater treatment services to the Town for wastewater flow from GTI and the fees for these services."

**CTVIENG'K'
O GCUWTRPI .UCORNRPI .CPF'NKO KWUQH'NQY ''**

The County does hereby agree to accept and treat wastewater flow generated by GTI from the Town. The County will maintain a sampling station and flow measuring facility adjacent to the pump station within a utility easement located on GTI property. The County agrees to have the measuring facility calibrated annually, by a third party, at the County's expense. The County agrees to allow the Town and GTI access to the measuring facility with reasonable notice.

The County has performed an appropriate headworks analysis and provided the analysis to the Town of Clayton. The Town will perform initial sampling for compliance with regulated industrial discharge standards from the NC Department of Environment and Natural Resources and the US Environmental Protection Agency and will issue the revised Industrial User Permit (IUP) to GTI, unless the State requires otherwise.

The County will perform sampling and flow measurement for compliance with the wastewater limits listed hereafter for County wastewater treatment for process control and billing to the Town. Sufficient portions of each sample will be provided to the Town, and if requested, GTI. The Town will be responsible for any supplementary analyses beyond or in lieu of the analysis performed by the County that the Town requires for insuring compliance with the IUP.

Limits for wastewater quality are:

<u>Parameter</u>	<u>Maximum Allowable Concentration</u>	<u>Surcharge Threshold Concentration</u>
Chemical Oxygen Demand (COD)	1,500 mg/l	1,200 mg/l
Biochemical Oxygen Demand (BOD)	800 mg/l	600 mg/l
Total Suspended Solids (TSS)	1,200 mg/l	1,000 mg/l
Total Nitrogen (TN)	80 mg/l	75 mg/l
Total Phosphorous (TP)	12 mg/l	10 mg/l
pH	6-9	N/A

Compliance with limits shall be on a weekly average basis.

Wastewater flow shall be limited to a weekly average daily amount of 900,000 gallons, a peak daily amount of 1,100,000 gallons, and a maximum hour rate of 850 gpm.

If average wastewater flow exceeds 650,000 gpd over a period of 60 consecutive days, or if COD

or TSS exceed 80% of the maximum limit for a period of 60 consecutive days, the Town shall require GTI to install an additional moving bed biological reactor (MBBR) unit and/or other pretreatment process(es) to insure compliance with wastewater quality limits. The Town shall require GTI's pretreatment improvements to be completed and operational within 180 days from the date of written notice issued by the County to the Town.

**CTVIENG'KK'
UGTXÆGEJ CTI GU'**

The County will assess charges to the Town of Clayton at a rate of \$4.75 per 1000 gallons of wastewater flow from GTI. The rate includes a charge of \$0.92 for transmission, \$1.93 for domestic strength flow and \$1.90 for high strength flow. The flow from GTI shall be counted in the 900,000 gpd of capacity the Town currently holds in the County wastewater treatment plant; however, the base treatment charges in this 2014 Interlocal Agreement apply to any wastewater flow from GTI. Any other agreements between the Town and County regarding treatment charges applicable to wastewater flow from the Town to the County are not applicable to the wastewater flow from GTI.

A surcharge for each parameter shall be assessed monthly for quantities of constituents exceeding the threshold limits specified herein. Surcharge amounts are:

COD	\$0.25/lb.
BOD	\$0.05/lb.
TSS	\$0.25/lb.
TN	\$0.30/lb.
TP	\$2.00/lb.

The County shall assess a capital surcharge in the amount of \$12,500.00 per month for recovery of capital expenditures by the County that are required for transportation and treatment of the GTI wastewater. The surcharge shall be assessed for 48 months. After 48 months, the Town shall assess a surcharge to GTI in the amount of \$5,000 per month. The Town shall maintain these payments in a reserve account for expenditures related to the transmission and treatment of GIT wastewater, as agreed upon by the Town and County.

The County will invoice the Town monthly for base charges, any applicable surcharge, and the capital surcharge. The Town shall pay the County the invoiced amounts within 20 days from the date the Town receives the invoice.

Charges shall be reviewed at least annually by the County and adjusted, if required, with 60 days written notice. It is the County's intent to adjust charges only on an annual basis; however, changes in GTI's wastewater quality or characteristics which result in process upsets in the County's wastewater treatment plant or require higher energy, chemical, or labor cost, and/or non-compliance with NPDES permit limits shall be justification for more frequent adjustments in charges.

This agreement does not terminate or supplant any other agreements related to wastewater between the Town and the County, except for the treatment charges as outlined in the paragraph above. Nothing in this agreement requires the Town to send a minimum of wastewater flow to the County; however, it is the intent of both parties that all GTI wastewater will be discharged to the County wastewater system for the term of this agreement.

The amount of the aggregate capital surcharge above the total amount of the County's cost to plan, design, permit, and construct the improvements necessary for the County to transport and treat the

GTI wastewater shall be maintained in a reserve account dedicated only for capital improvements in the County's wastewater system to benefit transport and treatment of the GTI wastewater. The reserve account shall be maintained until the end of the useful life of this agreement and any fund balance remaining thereafter shall be divided equally between the County and the Town.

Any difference between capital surcharges paid to the Town by GTI and the capital surcharge paid to the County by the Town, "surplus funds" hereafter, will be split between the Town and the County as follows. The Town and County will split any surplus funds evenly until one party has recaptured 100% of its expenses related to professional services, which include legal, feasibility, planning, and design expenses and grant administration fees to which both parties agree. Thereafter, the party with remaining unpaid expenses from professional services will receive 100% of any surplus funds until such time as that entity is 100% compensated for professional services expenses. Thereafter, for the remainder of this Interlocal Agreement, the Town and County will split any surplus funds on a 50/50 basis for the purpose of generating maintenance and replacement reserve funds.

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O clpvpgcpeg'qhI VKHcelslgu0"The Town agrees to require GTI to maintain in an operational condition GTI's existing aeration basin and solids separation (dissolved air flotation) facilities for a minimum of 12 months from the date of diversion of GTI wastewater to the County system. The Town agrees to require GTI to immediately return these pretreatment facilities to service at the request of the County.

Ego o gpego gpv'qh'Ugtxleg0"The Town will provide the County no less than 60 days notice from the date GTI plans to discontinue use of the aeration basin and solids separation (dissolved air flotation) pretreatment facilities, and deliver high strength, partially treated industrial wastewater. Transportation and treatment of GTI's pretreated wastewater by the County shall begin on or before January 5, 2015.

Ego o gpego gpv'qh'Ej cti gu0 Capital surcharges from the County to the Town shall begin in the month following award of construction contracts by the County for improvements required for transport and treatment of GTI wastewater. Service charges and surcharges from the County to the Town shall be applicable upon diversion of GTI wastewater to the County system, and invoicing shall begin in the month following wastewater diversion.

Vgto 'qh'Ci tgg0 gpv0"This Interlocal Agreement shall be effective for five years following the effective date of the agreement or June 30, 2020, whichever is longer. The agreement will automatically renew in one (1) year increments unless notice is given by either party prior to 60 days from the date of expiration.

Ghgevk'Fcv0"This Interlocal Agreement shall take effect on the date of its execution by the Town and County.

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O REGNNCPGQWU

Section 5.1. **Amendment.** This Interlocal Agreement may be amended through a supplement approved in writing by the Town and the County.

Section 5.2. **Severability.** If any section of this Interlocal Agreement is deemed to be illegal or otherwise unenforceable, it is the intent of the parties hereto that all other provisions of this Interlocal Agreement shall remain in full force and effect.

Section 5.3 **Assignment.** "Neither the Town nor the County may assign its rights or obligations under this Agreement, or sub-contract any part of this Agreement, without written approval from the other party.

Section 5.4. **Governing Law.** This Interlocal Agreement is to be governed by and interpreted in accordance with the laws of the State of North Carolina.

Section 5.5. **Time is of the Essence.** Time is of the essence in this Interlocal Agreement.

Section 5.6. **Execution in Multiple Counterparts.** This Interlocal Agreement may be executed in multiple counterparts, each of which constitutes a completed document.

Section 5.9. **Notice.** "All notices or other communications required or permitted to be served under the 2014 Interlocal Agreement are to be addressed as follows:

Town: Mr. Steve Biggs
Town Manager
Town of Clayton
PO Box 879
Clayton, NC 27520

County: Mr. Rick Hester
County Manager
Johnston County
PO Box 1049
Smithfield, NC 27577

[SIGNATURES CONTINUE ON THE FOLLOWING PAGE]

IN WITNESS WHEREOF, the Mayor of the Town and the Chairman of the Board of Commissioners of the County have each executed this Interlocal Agreement to evidence the agreement of the parties hereto and the Town Clerk and the Clerk to the Board of County Commissioners have affixed the seal of the Town and the County, as applicable, this Interlocal Agreement.

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VQY P'QHENC[VQP.'PQTVJ 'ECTQNC

[SEAL]

By: _____
Mayor

ATTEST:

Town Clerk

EQWPVI 'QHLQJ PUVQP.'PQTVJ 'ECTQNC

[SEAL]

By: _____
Chairman

ATTEST:

Clerk to the Board of County Commissioners

**TOWN OF CLAYTON
TOWN COUNCIL
AGENDA COVER SHEET**

Agenda Item: 7a

Meeting Date: 09/15/14

TITLE: Encroachment ordinance

DESCRIPTION: Tracking item. Item under review.

Date:

Action:

Info. Provided:

9-15-14

Tracking

None

**TOWN OF CLAYTON
TOWN COUNCIL
AGENDA COVER SHEET**

Agenda Item: 7b

Meeting Date: 09/15/14

TITLE: Library By-laws revisions.

DESCRIPTION: Proposed revision to the ordinance governing the structure of the Library Board.

Date:

Action:

Info. Provided:

9-15-14

Review, Discussion

Proposal

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È'54Q82"GUVC DNKUJ O GP V0'

(A) *Gux drkuj o gpv0* There is hereby established a Library Board of Trustees to be known as the Library Board.

(B) *Rwtr qug0* The Library Board shall serve as an advisory body for the Library Department and the town. The Board shall serve as a liaison between the Library Department, Town Manager, Town Council, and citizens of the community. The Board shall consult with and advise the Library Department Director, Town Manager, Deputy Town Manager and Town Council in matters affecting library policies, programs, personnel, finances, and related issues.

(C) *Ej cti gu0*

(1) ~~Formulate and adopt~~ Recommend to the Library Director programs, policies, capital projects, library facility changes, and regulations for the operation of the library;

~~(2) the Library Director and board will collaboratively develop a Capital Improvement Program (CIP) for library facilities and the final document will be forwarded to the Town Manager;~~

~~(3) Make recommendations to the Town Manager for the care of the library system's facilities;~~

(24) Advise the Town Manager and Deputy Town Manager concerning the appointment of a Library Director ;

~~(5) Recommend a schedule of fines and charges for late return of, failure to return, damage to, and loss of library materials and to take other measures to protect and regulate the use of such materials;~~

(36) The Library Director will ~~incorporate~~ receive recommendations from the Board in the preparation of the annual budget of the library. The Library Director will provide an overview of the adopted budget to the Board.; and

(47) Advise the Town Manager-administration on library matters generally.

(D) *O go dgt u0*

(1) *Crr qkpw gpv0* The Library Board shall consist of ten members appointed by the Town Council. Five-Seven members shall be chosen from within the corporate limits of the town and ~~the other~~ three from within the extra-territorial jurisdiction (ETJ). Prerequisite for appointment is all members have a library card.

(2) *Gz'qhtkq"o go dgt0* The Town Council shall appoint a member to serve as an ex officio member and will serve concurrently with his term of office. The ex officio member will not have a vote on items coming before the Library Board.

(3) *Ngpi vj 'qhcrr qkpw gpv0* A term for a three year appointment begins January 1 and expires December 31. Appointments that are vacated shall be filled by the Town Council for the completion of the unexpired term.

(4) *Cwɔpf cpeg'qh'ò go dgt u0* An appointed member who, with no excuse, misses more than three consecutive regular meetings or a total of four such meetings during the year may lose his status as a member of the Board until reappointed or replaced by the Town Council. Absences to be excused should be reported to the Chair. Absences due to sickness, deaths or other emergencies of like nature shall be regarded as approved absences and shall not affect the member's status on the Board except in the event of a long illness or other prolonged absence or a total of four misses, when a member may be replaced. Following three consecutive unexcused absences or a total of four excused absences during the year of one of its members, the Chair shall request the Town Council to declare the seat vacant and bring the Library Board back to full membership.

(E) *Oggkpi u0*

(1) As a public body, the Library Board shall hold at least quarterly-monthly meetings, and all of its meetings shall be open to the public (G.S. § 143-310).

(a) The meeting schedule is to be adopted before the end of the calendar year and filed with the Town Clerk and posted on the Town of Clayton website. (G.S. § 143-318.12).

(b) If the Board needs to amend its calendar, it must do so at least 48 hours before the meeting.

~~(c) The annual meeting shall be held in January and its agenda include a review of goals and election of officers.~~

(2) The election of officers for the ensuing year shall take place at the regular Library Board meeting in January of each year. In the event an officer's appointment to the Library Board is terminated, a replacement to this office shall be elected by the Board from its membership at the meeting following the termination. Officers:

(a) *Ej ckt*. Facilitate the meetings of the Library Board ~~and execute documents as directed or approved by the Library Board with a published agenda.~~

(b) *Xkæg'Ej ckt 0*In the absence of the Chair, the Vice-Chair will facilitate the meeting of the Library Board ~~and execute documents as directed or approved by the Library Board with a published agenda.~~

(c) *Tgeqtf gt*. Take Record and transcribe the attendance and the minutes of the official meetings of the Library Board.

(i) Á In accordance with G.S. § 143-318.10(e), the Library Board shall keep full and accurate minutes of all official meetings.

~~(i)~~(ii) Á Minutes are to include the date, time and place of the meeting, members present and absent, a summary of points discussed, motions of the Board, and adjournment.

(3) Officers shall serve be elected for one year terms with eligibility for re-election up to three consecutive terms. Mid-year replacement of officers shall serve for the period remaining in

that term. New officers shall take office at the first meeting following the regular January meeting.

~~(a) In accordance with G.S. § 143-318.10(e), the Library Board shall keep full and accurate minutes of all official meetings.~~

~~(b) Minutes are to include the date, time and place of the meeting, members present and absent, a summary of points discussed, motions of the Board, and adjournment.~~

(4) In collaboration with ~~Johnston County~~the State Library of North Carolina, the Library Director shall complete the annual report on library operations (G.S. § 153A-266) to the ~~local government units that provide financial support to the library~~Town of Clayton and an annual report to the Department of Cultural Resources as required by G.S. § 125-5. The Library Director will provide an overview of the report to the Board.

(5) Special meetings may be called by the Chair, Vice-Chair, or three or more members of the Board. In accordance with G.S. § 143-318.12, a written notice of the meeting stating its purpose is to be posted on the principal bulletin board or door of its usual meeting room; and mailed, emailed, or delivered to each media or individual requesting notice; and it must be posted on the town website prior to the scheduled meeting time.

(6) A quorum shall consist of a simple majority of the total membership of the Library Board. A quorum of the Library Board shall be in attendance before action of an official nature can be taken.

(F) *Ego o kwggw* The Chair shall have the authority, subject to the approval of the Library Board, to appoint such committees as may be deemed desirable to complete the work of the Board. Committees may be composed of Board members, library staff members, and perhaps others. No committee, either standing or special, can be given power to act for the Board; rather the committee investigates a particular matter and makes recommendations to the full Board. Committees will adhere to the open meetings and public records laws as followed by the Board.

(Adopted 10-2-89; Am. adopted 2-4-91; Am. Ord. 2012-12-01, passed 12-3-12; Am. Ord. 2013-03-01, passed 3-4-13)

**TOWN OF CLAYTON
TOWN COUNCIL
AGENDA COVER SHEET**

Agenda Item: 8a

Meeting Date: 09/15/14

TITLE: Cemetery Fee Schedule

DESCRIPTION: The Town received an inquiry regarding adjustment to the standard interment fee for cremains. The current fee is not adjusted from the fee charged for standard interment, although the scope of work is less.

Date:

Action:

Info. Provided:

9-15-14

Review

Comparative fees

Interment Survey - September 9, 2014

Provider	Standard Interment Monday - Friday	Standard Interment Saturday/Sunday	Standard Interment Holiday	Cremain Interment Monday - Friday	Cremain Interment Saturday/Sunday	Cremain Interment Holiday	Additional Charges
Town of Selma	\$650	\$950	\$950	\$450	\$500	\$500	Weekend rate charged for any funerals not begun by 4pm on weekdays.
City of Winston-Salem	\$660	Sat \$660, No Sun	\$745	\$305	Sat \$305, No Sun	\$415	Services scheduled after 3:00 pm or expected to arrive at cemetery after 4:00 pm will be charged an add'l fee of \$200.00. If service is concluded by 4:30 pm, the add'l fee is refunded by city to purchaser.
Town of Smithfield	\$700	\$700	\$700	\$400	\$400	\$400	
City of Dunn	\$600	\$800	\$800	1/2 of fee	1/2 of fee	1/2 of fee	
City of Greenville	\$450	\$480	\$480	\$150	\$180	\$180	Wait time per hour - \$50.
City of Durham	\$800	Sat \$1025, Sun \$1100	\$1,100	\$400	Sat \$500, Sun \$600	\$600	Overtime charges per 1/2 hr after 4pm - weekday \$75, S/S/H \$150.
City of Goldsboro	\$600	\$750	\$750	\$175	\$275	\$275	Any service scheduled at 5:00pm or extending beyond 5:00 pm, will be charged add'l \$250 and \$50/hour.
Hood Funeral Home	\$575	\$575	\$575	\$575	\$575	\$575	
Bryan-Lee Funeral Home	\$550	\$550	\$550	\$250	\$250	\$250	
Oakwood Cemetery (Raleigh)	\$775	\$925	no interments	\$625	\$925	no interments	
McLaurin @ Pinecrest	\$1,395	Sat \$1395, Sun \$1820	no interments	\$995	Sat \$995, Sun \$1420	no interments	
Parrish Funeral Home	\$700	\$700	\$700	\$200	\$200	\$200	
							Saturdays openings are accommodated without surcharge. Sunday openings are not currently provided. Currently openings are accommodated on holidays except for Christmas Day, Thanksgiving Day, New Years Day and Good Friday.
Clayton- Current	\$900	Sat \$900, Sun N/A	See Note	\$900	Sat \$900, Sun N/A	See Note	
Clayton- Proposed	\$900	Sat \$900, Sun \$1,200	Prefer Status Quo	\$450	Sat \$450, Sun \$900	Prefer Status Quo	See Note above reference Holidays.

**TOWN OF CLAYTON
TOWN COUNCIL
AGENDA COVER SHEET**

Agenda Item: 9c

Meeting Date: 09/15/14

TITLE:

DESCRIPTION: Calendar of Events

**Date:
09-15-14**

**Action:
N/A**

**Info. Provided:
Calendar of Events**

Calendar of Events

- o Disc Golf Information Meeting – Wednesday, September 17, 2014 @ 7:00 PM, The Clayton Center
- o Board of Adjustment Mtg –Wednesday, September 17, 2014 @ 6:00 PM
- o Town Square Concert Series – Nantucket – Thursday, September 18, 2014 from 6 PM to 9 PM at Town Square
- o Clayton Harvest & Music Festival - September 17-21st, Downtown Clayton; Clayton Idol Contest & Karaoke on Wednesday night at Town Square; Zaxby's Movie night on Friday at Town Square; temporary closure of Main Street from O'Neil Street to Second Street for the vendors and car show – Saturday,September 20, 2014, 5:00 AM to 6:00 PM
- o Planning Board Mtg – Monday, September 22, 2014 @ 6:00 PM
- o Council Mtg – Monday, October 6, 2104 @ 6:30 PM
- o Squealin' on the Square & The Clayton Shindig, October 10-11, 2014 @ 3:00 PM (Friday) to 11:30 PM (Saturday) in Town Square
- o NCLM Annual Conference – October 12-14, 2014; Greensboro, NC
- o Board of Adjustment Mtg – Wednesday, October 15 2014 @ 6:00 PM
- o Council Mtg – Monday, October 20, 2014 @ 6:30 PM
- o Planning Board Mtg – Monday, October 27, 2014 @ 6:00 PM
- o Halloween Parade - Friday, October 31, 2014, 2:30 PM to 4:00 PM, Main Street (Smith to O'Neil).
- o Fall Back: 2014 Daylight Saving Time ends – Sunday, November 2, 2014, at 2AM
- o Council Mtg – Monday, November 3, 2014 @ 6:30 PM
- o Veteran's Day Holiday – Tuesday, November 11, 2014
- o Council Mtg – Monday, November 17, 2014 @ 6:30 PM
- o Board of Adjustment Mtg – Wednesday, November 19, 2014 @ 6:00 PM
- o Planning Board Mtg – Monday, November 24, 2014
- o Thanksgiving Day Holiday – Thursday, November 27, 2014 & Friday,November 28, 2014
- o Council Mtg – Monday, December 1, 2014 @ 6:30 PM
- o Christmas Village & Tree Lighting – Thursday, December 4, 2014 from 5:00 PM to 9:00 PM on Main from Mosaic to O'Neil
- o Santa Baby Old Town Clayton Winter Festival – Saturday, December 6th @9:00AM to 3:00PM – race through downtown, events at Town Square
- o Council Mtg – Monday, December 15, 2014 @ 6:30 PM
- o Board of Adjustment Mtg – Wednesday, December 17, 2104 @ 6:00 PM
- o Christmas Holiday – Wednesday, December 24, 2014; Thursday, December 25, 2014; & Friday, December 26, 2014