

AGENDA
THE WORK SESSION MEETING OF THE CLAYTON TOWN COUNCIL

MONDAY, SEPTEMBER 21, 2009
7:30 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. Draft minutes from the September 8, 2009, regular meeting.
 - b. Certificate of sufficiency and resolution fixing date of public hearing for annexation petition 2009-08-01.

4. **INTRODUCTIONS AND SPECIAL PRESENTATIONS**
 - a. Introduction of new Town of Clayton employee(s).
 - b. Road closure request by Clayton Downtown Development Association, Inc.
 - c. Presentation about the Clayton Youth Council

5. **ITEMS SCHEDULED FOR THE REGULAR MEETING AGENDA**
 - a. Presentation of rezoning request RZ 09-03 for property located at the end of Pecan Lane and Old NC HWY 42 East; presently split zoned I-2, Industrial and R-8, Residential and the requested rezoning is B-3, Highway Business.
 - b. Presentation of rezoning request RZ 09-04 located at 3986 Powhatan Road; presently split zoned R-E, Residential and B-3, Highway Business and requested zoning is B-3, Highway Business.
 - c. Presentation of resolution directing the clerk to investigate annexation petition 2009-09-01, located at 1123 NC HWY 42 East.
 - d. Presentation of resolution authorizing the sale of certain personal property at public auction.
 - e. Presentation of amendment to the Records Retention and Disposition Schedule – Town of Clayton.
 - f. Presentation of temporary street closure request for the Main Street Halloween Parade.
 - g. Presentation of resolution urging residents to observe a safe and courteous Halloween.
 - h. Presentation of resolution – 2010 Council Schedule.
 - i. Presentation of resolution – 2010 Holiday Schedule.
 - j. Presentation of proclamation – Fire Prevention Week, October 4 - 10, 2009.

- k. Presentation of proclamation – Public Power Week, October 4 – 10, 2009.
 - l. Presentation of proclamation – Safety Through Cell Phone Donation Week, October 4 – 10, 2009.
 - m. Presentation of warranty acceptance for public water and sewer at Johnston Medical Hospital and MOB Facility.
6. ITEMS CONTINGENT FOR THE REGULAR MEETING
7. ITEMS FOR DISCUSSION
- a. Discussion of site selection for proposed new elevated water storage tank.
8. OLD BUSINESS
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. Planning Board Highlights of the August 2009 meeting.
11. ADJOURNMENT

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

Agenda Item: 3a

Meeting Date: 09/21/09

TITLE: DRAFT MINUTES FROM SEPTEMBER 8, 2009, REGULAR MEETING.

DESCRIPTION: Minutes.

RELATED GOAL: Administrative

ITEM SUMMARY:

Date:

Action:

Info. Provided:

09-21-09

Approval.

DRAFT minutes from
9/8/2009 regular meeting.

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

Agenda Item: 3b

Meeting Date: 09/21/09

TITLE: CERTIFICATE OF SUFFICIENCY AND RESOLUTION FIXING THE DATE OF PUBLIC HEARING FOR ANNEXATION PETITION 2009-08-01 LOCATED AT 2898 VINSON ROAD (THE WOODS AT GLEN LAUREL).

DESCRIPTION: Annexation petition 2009-08-01 is a citizen initiated non-contiguous annexation request for 30.34 acres located adjacent to Glen Laurel Subdivision and across from Powhatan Elementary School.

<p>Annexation Petition 2009-08-01 is slated for public hearing at the Monday, October 5, 2009, Council meeting.</p>
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RELATED GOAL: Administrative

<u>Date:</u>	<u>Action:</u>	<u>Info. Provided:</u>
08-17-09	Presentation.	Resolution & map.
09-08-09	Approval.	Resolution & map.
09-21-09	Public notice.	Certificate of sufficiency, Resolution, & map.

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

Agenda Item: 4a

Meeting Date: 09/21/09

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

DESCRIPTION: Introduction(s).

RELATED GOAL: Administrative

ITEM SUMMARY:

Date:

Action:

Info. Provided:

09-21-09

Introduction(s).

N/A.

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

Agenda Item: 4b

Meeting Date: 09/21/09

**TITLE: ROAD CLOSURE REQUEST BY CLAYTON DOWNTOWN
DEVELOPMENT ASSOCIATION, INC.**

DESCRIPTION: The Clayton Downtown Development Association respectfully requests permission to temporarily close a portion of Main Street between Smith Street and O'Neil Street on Thursday, December 3, 2009, from 5:30 PM to 9:00 PM. The purpose of the closure is for the Clayton Downtown Christmas Village and Tree Lighting Ceremony.

RELATED GOAL: Create an Alive Downtown

ITEM SUMMARY:

<u>Date:</u>	<u>Action:</u>	<u>Info. Provided:</u>
09-21-09	Presentation.	N/A.

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

Agenda Item: 4c

Meeting Date: 09/21/09

TITLE: PRESENTATION ABOUT THE CLAYTON YOUTH COUNCIL.

DESCRIPTION: The Clayton Parks & Recreation Department will provide an overview of the Clayton Youth Council.

RELATED GOAL: Expand Leisure Opportunities and Arts Community

ITEM SUMMARY:

<u>Date:</u>	<u>Action:</u>	<u>Info. Provided:</u>
09-21-09	Presentation.	N/A.

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

Agenda Item: 5a

Meeting Date: 09/21/09

TITLE: PRESENTATION OF REZONING REQUEST RZ 09-03 FOR PROPERTY LOCATED AT THE END OF PECAN LAND AND OLD NC HWY 42 EAST; PRESENTLY SPLIT ZONED I-2, INDUSTRIAL AND R-8, RESIDENTIAL AND THE REQUESTED REZONING IS B-3, HIGHWAY BUSINESS.

DESCRIPTION: Rezoning request is for approximately six acres located at the western end of Pecan Lane and Old NC HWY 42 East. The Strategic Growth Plan indicates this general area is to be used for industrial, commercial, and residential and the request is consistent with the Strategic Growth Plan. The proposed zoning has less intense uses as the current zoning.

At the August 24, 2009, Planning Board meeting, the Planning Board unanimously recommended approval of this rezoning request.

Rezoning request RZ 09-03 is slated for public hearing at the Monday, October 5, 2009, Council meeting.

RELATED GOAL: Manage Growth Producing Quality Developments

ITEM SUMMARY:

<u>Date:</u>	<u>Action:</u>	<u>Info. Provided:</u>
09-21-09	Presentation & Public Notice.	Application, Staff Report, & Map.

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

Agenda Item: 5b

Meeting Date: 09/21/09

TITLE: PRESENTATION OF REZONING REQUEST RZ 09-04 FOR PROPERTY LOCATED 3986 POWHATAN ROAD; PRESENTLY SPLIT ZONED R-E, RESIDENTIAL, AND B-3, HIGHWAY BUSINESS AND THE REQUESTED REZONING IS B-3, HIGHWAY BUSINESS.

DESCRIPTION: Rezoning request is for approximately .5 acres out of a portion of 2.03 acres parcel. The Strategic Growth Plan indicates this general area is to be used for industrial purposes. The rezoning request is consistent with the Strategic Growth Plan and will remove the split zoning on the site and facilitate development (SP 09-09)

At the August 24, 2009, Planning Board meeting, the Planning Board unanimously recommended approval of this rezoning request.

Rezoning request RZ 09-04 is slated for public hearing at the Monday, October 5, 2009, Council meeting.
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RELATED GOAL: Manage Growth Producing Quality Developments

ITEM SUMMARY:

<u>Date:</u>	<u>Action:</u>	<u>Info. Provided:</u>
09-21-09	Presentation & Public Notice.	Application, Staff Report, & Map.

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

Agenda Item: 5c

Meeting Date: 09/21/09

TITLE: PRESENTATION OF RESOLUTION DIRECTING THE CLERK TO INVESTIGATE ANNEXATION PETITION 2009-09-01, LOCATED AT 1123 NC HWY 42 EAST.

DESCRIPTION: Annexation petition 2009-09-01 is a citizen initiated non-contiguous annexation request for 255.92 acres located at NC HWY 42 East and Glen Laurel Road (Caterpillar Product Development Center).

RELATED GOAL: Administrative

Date:

Action:

Info. Provided:

09-21-09

Presentation.

Resolution & map.

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

Agenda Item: 5d

Meeting Date: 09/21/09

TITLE: PRESENTATION OF RESOLUTION AUTHORIZING THE SALE OF CERTAIN PERSONAL PROPERTY AT PUBLIC AUCTION.

DESCRIPTION: The last disposal of personal property was December 2005. The Town utilizes GovDeals and has had success.

RELATED GOAL: Financially Responsible Town Government Providing Quality Service

Date:

Action:

Info. Provided:

09-21-09

Presentation.

Resolution.

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

Agenda Item: 5e

Meeting Date: 09/21/09

TITLE: PRESENTATION OF AMENDMENT TO THE RECORDS RETENTION AND DISPOSITION SCHEDULE – TOWN OF CLAYTON.

DESCRIPTION: At its June 15, 2009, Council meeting, the Clayton Town Council adopted the new Municipal Records Retention and Disposition.

The attached amends the records retention schedule for the Town of Clayton by adding item 66, Abstract of Municipal Elections.

RELATED GOAL: Administrative

Date:

Action:

Info. Provided:

09-21-09

Presentation.

Resolution.

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

Agenda Item: 5f

Meeting Date: 09/21/09

TITLE: PRESENTATION OF TEMPORARY STREET CLOSURE REQUEST FOR THE MAIN STREET HALLOWEEN PARADE.

DESCRIPTION: The Parks & Recreation Department respectfully request the following temporary street closings for Friday, October 30, 2009:

- Main Street between Lombard and Fayetteville Streets from 2 PM until 3:15 PM
- Fayetteville Street between Main and Second Streets from 2 PM until 4:00 PM

RELATED GOAL: Create an Alive Downtown & Expand Leisure Opportunities and Arts Community

ITEM SUMMARY:

<u>Date:</u>	<u>Action:</u>	<u>Info. Provided:</u>
09-21-09	Presentation.	Memorandum.

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

Agenda Item: 5g

Meeting Date: 09/21/09

**TITLE: PRESENTATION OF RESOLUTION URGING RESIDENTS TO
OBSERVE A SAFE AND COURTEOUS HALLOWEEN.**

DESCRIPTION: Attached.

RELATED GOAL: Safest, Healthiest Town in Triangle Area

Date:

Action:

Info. Provided:

09-21-09

Presentation.

Resolution.

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

Agenda Item: 5h

Meeting Date: 09/21/09

TITLE: PRESENTATION OF RESOLUTION – 2010 COUNCIL SCHEDULE.

DESCRIPTION: Attached.

RELATED GOAL: Administrative

Date:

Action:

Info. Provided:

09-21-09

Presentation.

Resolution.

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

Agenda Item: 5i

Meeting Date: 09/21/09

TITLE: PRESENTATION OF RESOLUTION – 2010 HOLIDAY SCHEDULE.

DESCRIPTION: Attached.

RELATED GOAL: Administrative

Date:

Action:

Info. Provided:

09-21-09

Presentation.

Resolution.

TOWN OF CLAYTON
TOWN COUNCIL
AGENDA COVER SHEET

Agenda Item: 5j

Meeting Date: 09/21/09

TITLE: PRESENTATION OF PROCLAMATION – FIRE PREVENTION WEEK,
OCTOBER 4 – 10, 2009.

DESCRIPTION: This year’s fire prevention theme is:



The Clayton Fire Department conducts a twelve month fire prevention program. During the nine months of the school year, it is spread throughout the area schools. For the remaining months, fire prevention education is offered to senior centers, day cares, church and civic organizations and the Town of Clayton Library and Parks and Recreation departments.

The Clayton Fire Department will host a Fire Department Open House on Sunday, October 11, 2009, from 1 PM to 4 PM at Fire Station 1, 325 West Horne Street.

RELATED GOAL: Administrative

Date:

Action:

Info. Provided:

09-21-09

Presentation.

Proclamation.

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

Agenda Item: 5k

Meeting Date: 09/21/09

TITLE: PRESENTATION OF PROCLAMATION – PUBLIC POWER WEEK,
OCTOBER 4 – 10, 2009.

DESCRIPTION: Attached.

RELATED GOAL: Administrative

Date:

Action:

Info. Provided:

09-21-09

Presentation.

Proclamation.

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

Agenda Item: 5I

Meeting Date: 09/21/09

**TITLE: PRESENTATION OF PROCLAMATION – SAFETY THROUGH CELL
PHONE DONATION WEEK.**

DESCRIPTION: Attached.

RELATED GOAL: Administrative

<u>Date:</u>	<u>Action:</u>	<u>Info. Provided:</u>
09-21-09	Presentation.	Proclamation.

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

Agenda Item: 5m

Meeting Date: 09/21/09

TITLE: PRESENTATION OF WARRANTY ACCEPTANCE FOR PUBLIC WATER AND SEWER AT JOHNSTON MEDICAL HOSPITAL AND MOB FACILITY.

DESCRIPTION: Attached.

RELATED GOAL: Administrative

Date:

Action:

Info. Provided:

09-21-09

Presentation.

Memorandum.

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

Agenda Item: 7a

Meeting Date: 09/21/09

**TITLE: DISCUSSION OF SITE SELECTION FOR PROPOSED NEW
ELEVATED WATER STORAGE TANK.**

DESCRIPTION: Discussion.

RELATED GOAL: Administrative

<u>Date:</u>	<u>Action:</u>	<u>Info. Provided:</u>
09-21-09	Discussion.	Map.

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

Agenda Item: 9c

Meeting Date: 09/21/09

TITLE: TOWN CLERK

DESCRIPTION: Calendar of Events:

- Council Mtg – Monday, September 21, 2009 @ 7:30 PM
- Recreation Advisory Committee Mtg – **TUESDAY**, September 22, 2009 @ 7:30 PM, 340 McCullers Street
- Clayton Band Classic – Saturday, September 26, 2009 @ Clayton High School
- Planning Board Mtg – Monday, September 28, 2009 @ 7:00 PM
- Absentee voting by mail begins – Saturday, October 3, 2009
- Council Mtg – Monday, October 5, 2009 @ 7:30 PM
- Last day to register to vote (municipal elections) – Friday, October 9, 2009
- One-Stop Absentee Voting begins in the Johnston County Board of Election Office at 205 South Second Street, Smith – Thursday, October 15, 2009 from 8 AM to 5 PM
- Clayton Library Board Mtg – Thursday, October 15, 2009 @ 7:00 PM, Hocutt-Ellington Memorial Library (Joint Mtg with the Clayton Friends of the Library)
- Council Mtg – Monday, October 19, 2009 @ 7:30 PM
- Fire Department Advisory Board Mtg – Tuesday, October 20, 2009 @ 7:0 PM, Fire Station #1 (325 West Horne Street)
- Board of Adjustment Mtg – Wednesday, October 21, 2009 @ 6:00 PM
- NCLM Annual Conference – October 25 – 27, 2009, Greenville, NC
- Planning Board Mtg – Monday, October 26, 2009 @ 7:00 PM
- Last day to request an absentee ballot by mail – Tuesday, October 27, 2009
- Saturday One-Stop hours 9 AM to 1 PM – October 31, 2009 is the last day to One-Stop Absentee Vote
- Council Mtg – Monday, November 2, 2009 @ 7:30 PM
- **ELECTION DAY** – Tuesday, November 3, 2009
- Canvass at the Johnston County Board of Election Office – Tuesday, November 10, 2009 @ 11 AM
- Veteran's Day Holiday – Wednesday, November 11, 2009
- Council Mtg – Monday, November 16, 2009 @ 7:30 PM
- Thanksgiving Holiday – Thursday, November 26, 2009 & Friday, November 27, 2009
- Clayton Downtown Christmas Village & Tree Lighting Ceremony – Thursday, December 3, 2009
- Christmas Holiday – Thursday, December 24, 2009 & Friday, December 25, 2009

RELATED GOAL: Administrative

ITEM SUMMARY:

Date:
09-21-09

Action:
Information.

Info. Provided:
Calendar of Events.

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

Agenda Item: 10c

Meeting Date: 09/21/09

TITLE: HIGHLIGHTS OF THE AUGUST PLANNING BOARD MEETING.

DESCRIPTION: Summary highlighting the actions of the August 24, 2009, Planning and Zoning Board meeting. This is distributed as information and does not require Council action.

RELATED GOAL: Administrative

ITEM SUMMARY:

Date:

Action:

Info. Provided:

09-21-09

None/Informational.

Highlights from 8/24/09.