1. **WELCOME AND CALL TO ORDER:**
   a. Call to Order:
      
      At 7:00 p.m., Mayor Gordon called the meeting to order.
   b. Invocation:
      
      Given by Councilman Mulhollem
   c. Pledge of Allegiance:
      
      Led by Mayor Gordon

2. **PUBLIC COMMENT PERIOD (Maximum of 30 Minutes Allowed, 3 Minutes Per Person):**

   Neal Brantley of 4796 Covered Bridge Road, Clayton, NC appeared before the Town Council and referenced Articles 1, 2 and 3 of the Constitution, and the failure of all three branches to uphold the constitution. He further stated that “Checks and Balances” meant very little in today’s world.

   Darryl Evans of 425 Indian Camp Road, Smithfield, NC appeared before the Town Council to inquire if a variance could be issued regarding the requirement for curb and gutter in subdivisions. Zoning Administrator Bob Clark stated that this request would require a text amendment of the Zoning Ordinance and would need to go before the Planning Board first for consideration and a recommendation.

   James Lipscomb of 3407 Barber Mill Road, Clayton, NC appeared before the Town Council to also inquire if a variance could be issued regarding the requirement for curb and gutter in subdivisions. He also shared some information that would have an impact on new home subdivisions requiring curb and gutter, and asked the Town Council to consider the information before making a final decision.

3. **CONSENT AGENDA:**
   a. Approval of the November 3, 2014 Work Session Meeting Minutes
   b. Approval of the November 10, 2014 Town Council Meeting Minutes

   A motion was made by Councilman Wilson to approve the consent agenda as presented. The motion was seconded by Councilman Mulhollem. All were in favor.
4. **PUBLIC HEARINGS:**

   Public Hearing to Amend Definitions to Provide Consistency with Sections 14-75, 14-78, and 14-79 of the Zoning Ordinance Regarding Manufactured Homes

   A motion was made by Mayor Pro Tem Vinson to open the public hearing regarding the amendment of definitions to provide consistency in the Zoning Ordinance. The motion was seconded by Councilman Jackson. All were in favor.

   There were no public comments during this open hearing.

   A motion was made by Mayor Pro Tem Vinson to close the public hearing. The motion was seconded by Councilman Jackson. All were in favor.

5. **TOWN ATTORNEY’S REPORT:**

   a. Resolution on Animal Control

      Attorney Hewett informed everyone that the Resolution on Animal Control acknowledges the Dangerous Dog Statute and the Rabies Statute and should be incorporated into the Town’s records as statement of intent for animal control policy at this time.

      A motion was made by Mayor Pro Tem Vinson to move this Resolution to Item 9 (d) on the agenda. The motion was seconded by Councilman Jackson. All were in favor.

6. **FINANCIAL REPORT/TOWN CLERK REPORTS:**

   The Town Clerk had no report at this time.

7. **VETERANS COMMITTEE UPDATE – COUNCILMAN WILSON**

   Councilman Wilson stated that the committee had met with Rusty Ritchie who is a Landscape Contractor to get bids and ideas for the Veterans Memorial. He stated that Mr. Ritchie’s cost estimate was $65.00 per hour for services listed in the bid estimate. He also stated that Mr. Ritchie had an experienced background and was very interested in working with the Town on this project.

   At this time, Councilman Wilson asked the Town Council to consider an amount for an Operating Budget for the Veterans Memorial.

   A motion was made by Councilman Wilson to add the Veterans Committee Update and Request to Item 9 (e). The motion was seconded by Councilman Jackson. All in favor.

8. **MAYOR’S REPORTS AND UPDATES:**

   a. PARTF Grant Application Update

      Mayor Gordon reported that the public meeting went well and that the Landscape Architect was still performing work on Parks and Recreation Master Plan, and Site Specific Plan.

   b. Audit Report Update for the FY Ended June 30, 2014

      Mayor Gordon reminded everyone of the Audit Presentation made at the December 1, 2014 Work Session Meeting and stated that the Town had received an excellent audit report. He extended kudos to the Town Clerk for her good work and to James Overton for assistance with the audit report itself.
c. New Phone System

Mayor Gordon stated that the new phone system had been installed and was working very well.

d. Planning Retreat

Mayor Gordon reminded everyone of the Town’s Planning Retreat scheduled for February 28, 2014 and asked the Town Council to consider a two-day retreat as opposed to a one-day retreat.

9. ACTION ITEMS:

a. Recommendation for Approval to Amend Definitions to Provide Consistency with Sections 14-75, 14-78 and 14-79 of the Zoning Ordinance Regarding Manufactured Homes

A motion was made by Mayor Pro Tem Vinson that the amendment to provide consistency with Sections 14-75, 14-78 and 14-79 of the Zoning Ordinance regarding manufactured homes be approved. The motion was approved by Councilman Castleberry. All were in favor.

b. Appointment of Parks and Recreation Advisory Board

Mayor Gordon reminded everyone that the term for the Parks and Recreation Advisory Board members was a three-year term.

It is recommended that Dene Castleberry, Andy Holland, Lisa Barnes, Jody Castleberry, Susan Locklear, Johnny House, Martha O’Neal, Julie Hauser, Sherry House and John Oglesby be appointed to serve three-year terms on the Parks and Recreation Advisory Board.

A motion was made by Councilman Wilson that Dene Castleberry, Andy Holland, Lisa Barnes, Jody Castleberry, Susan Locklear, Johnny House, Martha O’Neal, Julie Hauser, Sherry House and John Oglesby be appointed to serve three-year terms on the Parks and Recreation Advisory Board. The motion was seconded by Councilman Jackson. All were in favor.

c. Planning Board Appointment/Reappointments

W. R. Dean’s term is up by the end of December, 2014 and Teresa Bruton’s term is also up by the end of December, 2014. They both have indicated an interest in serving another term. It is recommended that W. R. Dean and Teresa Bruton be reappointed to serve another three-year term to expire by the end of December, 2017.

A motion was made by Councilman Wilson to reappoint W. R. Dean and Teresa Bruton to the Planning Board to serve another three-year term to expire in December, 2017. The motion was seconded by Councilman Mulhollem. All were in favor.

d. Resolution Regarding Animal Control

A motion was made by Mayor Pro Tem Vinson to approve the Animal Control Resolution with the words, “in writing” to be removed from the sixth paragraph of the Resolution. The motion was seconded by Councilman Jackson. Councilman Jackson, Councilman Castleberry, Councilman Mulhollem and Mayor Pro Tem Vinson voted in favor. Councilman Wilson was opposed to the motion.

e. Veterans Committee Request for an Operating Budget

A motion was made by Councilman Mulhollem to set the amount for the Veterans Committee Operating Budget for $2,000.00. The motion was seconded by Mayor Pro Tem Vinson. All were in favor.
10. SPECIAL EVENTS AND ANNOUNCEMENTS:
   
a. Mayor Gordon announced that Town Hall would be Closed on Wednesday, December 24, Thursday, December 25 and Friday, December 26, 2014 in observance of the Christmas Holiday. Town Hall will also be closed on Thursday, January 1, 2015 in observance of New Year’s Day.

b. Mayor Gordon announced that the Community Center would hold its Annual New Year’s Breakfast on Thursday, January 1, 2014.

   At this time, Mayor Gordon announced that the Town’s Annual Appreciation Celebration would immediately follow the adjournment of this meeting at the Archer Lodge Community Center.

11. DISCUSSION AND POSSIBLE ACTION ITEMS:

   At this time, Councilman Castleberry requested that an agenda item be added regarding the changing of the meeting time for all Work Session meetings to 6:30 p.m.

   A motion was made by Councilman Mulhollem to add this item to the agenda. The motion was seconded by Mayor Pro Tem Vinson. All were in favor.

   A motion was made by Councilman Wilson to change the Work Session meeting time from 7:00 p.m. to 6:30 p.m. The motion was seconded by Mayor Pro Tem Vinson. All were in favor.

12. ADJOURNMENT:

   On a motion made by Mayor Pro Tem Vinson and seconded by Councilman Mulhollem, the meeting was adjourned at 7:50 p.m.

______________________________________________________________________________

Mayor Mike Gordon

______________________________________________________________________________

Jean Overton, Town Clerk