



Regular Council - Minutes Tuesday, January 3, 2017

COUNCIL PRESENT:

Mayor Gordon
Mayor Pro Tem Mulhollem
Council Member Castleberry
Council Member Jackson

STAFF PRESENT:

C.L. Gobble, Administrative Consultant
Chip Hewett, Town Attorney
Kim P. Batten, Finance Manager/Town Clerk
Bob Clark, Planning/Zoning Administrator

COUNCIL ABSENT:

Council Member Wilson
Vacant Council Seat

MEDIA PRESENT:

1. WELCOME/CALL TO ORDER:

a) Call to Order & Invocation

Mayor Gordon called the meeting to order at 6:31 p.m. in the Jeffrey D. Barnes Council Chambers located at 14094 Buffalo Road, Clayton, NC and declared a quorum was present. Mayor Pro Tem Mulhollem offered the invocation.

b) Pledge of Allegiance

Mayor Gordon led in the pledge of allegiance to the US Flag.

2. APPROVAL OF AGENDA:

a) No additions or changes noted.

Moved by: Council Member Castleberry
Seconded by: Mayor Pro Tem Mulhollem

Agenda Approved

CARRIED UNANIMOUSLY

3. OPEN FORUM/PUBLIC COMMENTS:

(Maximum of 30 minutes allowed, 3 minutes per person)

a) Mr. Neal Brantley of 4796 Covered Bridge Road, Clayton, NC addressed council with remarks on the New Year.

b) Ms. Debbie Barnes of 14236 Buffalo Road, Clayton, NC thanked council for considering her for the vacant council seat.

4. CONSENT AGENDA:

- a) **Approval of Minutes:**
Regular Council Minutes - 14 November 2016

One correction was noted on page 8 of the November 14, 2016 minutes under section 5(c) Consideration of an Ordinance for Abandoned, Junked and Nuisance Vehicles in the Town of Archer Lodge. The 2nd sentence: "He stated that previously the Planning Board prepared" should be corrected to "He stated that previously the Planning Staff prepared."

Moved by: Council Member Jackson with correction noted
Seconded by: Mayor Pro Tem Mulhollem

Consent Agenda Approved with correction noted above

CARRIED UNANIMOUSLY

5. **DISCUSSION AND POSSIBLE ACTION ITEMS:**

- a) **Consideration to appoint New Council Member to replace Carlton Vinson and complete his term ending 12/31/2017**

Nominees: Debbie Barnes & Teresa Bruton

Mayor Pro Tem Mulhollem stated his appreciation to both Debbie Barnes and Teresa Bruton for willing to serve on the Town Council. No further comments or discussion.

Moved by: Mayor Pro Tem Mulhollem
Seconded by: Council Member Jackson

Approved Teresa Bruton as New Council Member to replace Carlton Vinson for term ending 12/31/2017

CARRIED UNANIMOUSLY

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- b) **Consideration of Johnston County Economic Development Advisory Board ~ Archer Lodge Representative**

Mayor noted that Council Member Castleberry is currently Archer Lodge representative and wishes to continue the role.

Moved by: Council Member Jackson
Seconded by: Mayor Pro Tem Mulhollem

Reappointed Council Member Castleberry as the Archer Lodge Representative on the Johnston County Economic Development Advisory Board

CARRIED UNANIMOUSLY

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- c) **Consideration of Appointing Triangle J Council of Governments (TJCOG) Alternate Delegate**

~ NOTE: Council Member Wilson is currently our Delegate

Mayor suggested moving this item to the February Regular Council meeting agenda because the Council would have a full board to pick an Alternate.

Moved by: Mayor Pro Tem Mulhollem
Seconded by: Council Member Castleberry

Moved Agenda Item 5(c) Consideration of Appointing TJCOG Alternate Delegate to February 6, 2017 Regular Council Meeting

CARRIED UNANIMOUSLY

d) Consideration of Public Hearing on a Proposed Ordinance on Abandoned, Junked and Nuisance Vehicles and other Nuisances

No comments or discussion followed.

Moved by: Council Member Jackson

Seconded by: Mayor Pro Tem Mulhollem

Public Hearing date set for January 17, 2017 at Town Council Work Session
CARRIED UNANIMOUSLY

e) Consideration of Public Hearing on Zoning and Subdivision Ordinance Text Amendments

Mr. Clark mentioned that the information for the Zoning and Subdivision Ordinance Text Amendments will be discussed at the January 17 Work Session.

Moved by: Mayor Pro Tem Mulhollem

Seconded by: Council Member Castleberry

Public Hearing date set for February 6, 2017 at Regular Town Council meeting

CARRIED UNANIMOUSLY

6. TOWN ATTORNEY'S REPORT:

- a)** Attorney Hewett stated that he will confirm with Michelle Ball, Johnston County Clerk of Court, on the swearing in of the new council member at the Work Session on January 17, 2017.
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7. ADMINISTRATIVE CONSULTANT'S REPORT:

- a)** Mr. Gobble mentioned that Gregory Poole was onsite today performing the annual test of the generator.
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- b)** Mr. Gobble noted that the annual performance review for our Finance Manager/Town Clerk will be completed this week along with myself, the Mayor and Mayor Pro Tem.
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- c)** Mr. Gobble further noted that in preparation for our upcoming Planning Session Retreat on Saturday, February 25, 2017, Council should be thinking about the future of Archer Lodge five, ten, fifteen or even twenty years out.
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8. FINANCIAL/TOWN CLERK'S REPORT:

a) Statement of Revenues & Expenditures Ending 12/31/2016

Ms. Batten shared that revenues from ad-valorem taxes increased since property taxes were due at the end of the year. Expenditures increased as well because of pass through funds for fire tax and for the Park Reserve fund. She noted that the budget year is currently half way complete.

b) FY2016 Audit update

Ms. Batten stated that the Audit for fiscal year ending June 30, 2016 was approved by the Local Government Commission (LGC); therefore, Dale Place with May & Place, PA is planning to be at the work session in January to present the Audit.

c) January MAC dates & Clerk's Academy dates

Ms. Batten followed up with Council that she will be in class January 10-13 for the Municipal Administration Course. Town Hall will be closed on January 16 for Martin Luther King Holiday. Also, she will attend the Master Clerks Academy January 18-20. Ms. Barnes will be assisting during my absences.

9. PLANNING/ZONING REPORT:

a) Mr. Clark reminded Council that the SEAS public forum symposium will be held in Clayton on January 12 from 4-7 p.m. and encouraged planning board members, council members and anyone to attend.

b) Mr. Clark stated that documents for the upcoming public hearings will be online and notices will be published in newspaper.

c) Mr. Clark thanked the planning board for their efforts for the past year and remains active.

d) Mr. Clark shared the possibility of a new subdivision. Staff will be meeting with a developer to review plans. Afterwards, those plans will eventually be reviewed by the Technical Review Committee before a planning process advances.

e) Mr. Clark mentioned that he didn't have an update on the conversations regarding the street issue between Echo Forest and Northlodge developers.

f) Mr. Clark anticipates the Northlodge surveyor to provide a final plat along with the fees in lieu of rec for the lots.

g) Lastly, Mr. Clark reminded Council of the next Planning Board meeting on Wednesday, January 19 at 7:00 p.m.

10. VETERAN'S COMMITTEE REPORT:

a) In the absence of Mr. Jim Purvis, III, Mayor Gordon read a note from the Veteran's Memorial Committee and is as follows:
The committee did not meet in December and the biscuit sale was cancelled in December due to weather concerns. The next biscuit sale will be January 20th and need volunteers.

11. MAYOR'S REPORT:

a) Security Cameras & DVR upgrade

Mayor mentioned an incident in the Town Hall parking lot regarding stolen goods from a citizen during December and the parking lot does not have any cameras; therefore, he decided to upgrade the security cameras and DVR and

add 2 additional outside cameras for the parking lot area toward the storage building. He confirmed that funds were available for the equipment with Ms. Batten.

b) Johnston County Sheriff's Department on Patrol

Mr. Gobble mentioned that the Sheriff's department has been alerted regarding speeding in the Archer Lodge town limits; thus, patrolling will be heavier in our area. Please inform family members and citizens.

12. COUNCIL MEMBERS' REMARKS:
(non-agenda items)

- a)** Council Member Castleberry mentioned 2 items:
1. Jo Co Economic Development Board will meet 6 times a year instead of 4.
 2. Savings from LP Gas rates probably has already paid for the Town's LP tank.
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- b)** Mayor Pro Tem Mulhollem wished all a Happy New Year and for a healthy and productive 2017.
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13. ADJOURNMENT:

a) No Further Business

Moved by: Mayor Pro Tem Mulhollem

Seconded by: Council Member Castleberry

Meeting Adjourned at 7:07 p.m.

CARRIED UNANIMOUSLY



Michael A. Gordon, Mayor



Kim P. Batten, Town Clerk

