



## Regular Council - Minutes Monday, December 4, 2017

### **COUNCIL PRESENT:**

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

### **STAFF PRESENT:**

C.L. Gobble, Administrative Consultant  
Chip Hewett, Town Attorney  
Kim P. Batten, Finance Manager/Town Clerk  
Bob Clark, Planning/Zoning Administrator  
Andrew Thomas, Jr., Senior Planner  
Joyce Lawhorn, Admin. Sup. Spec./Deputy Clerk

### **COUNCIL ABSENT:**

### **SPECIAL GUESTS:**

Clerk of Superior Court, Michelle C. Ball  
Former Clerk of Superior Court, Will Crocker

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#### **1. WELCOME/CALL TO ORDER:**

##### **a) Call to Order & Invocation**

Mayor Gordon called the meeting to order at 6:30 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.

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##### **b) Pledge of Allegiance**

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

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#### **2. APPROVAL OF AGENDA:**

##### **a) No additions or changes noted.**

Moved by: Council Member Wilson  
Seconded by: Council Member Jackson

**Agenda Approved**

CARRIED UNANIMOUSLY

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#### **3. CONSENT AGENDA:**

##### **a) Approval of Minutes: 06 Nov 2017 Regular Council Minutes**

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

**Consent Agenda Approved**

CARRIED UNANIMOUSLY

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#### **4. AUDIT PRESENTATION:**

##### **a) Audit Presentation for Fiscal Year Ending June 30, 2017 ~ Mr. Dale**

**Place of May & Place, PA**

Dale Place presented highlights of the Audit for Fiscal Year ending June 30, 2017. He suggested Council review the Audit at their convenience and if they have any questions, please contact him. In his overview, he noted that the financial statements were fairly presented, meaning that there was no material misstatements. He remarked that the Town's Net Position increased by \$239,916 and thanked Staff for assistance during the Audit. No discussion followed.

**5. ORGANIZATIONAL ITEMS:**

- a) Administration of Oath of Town Council Member by Clerk of Superior Court, Honorable Michelle C. Ball**
- **Teresa M. Bruton**

Council Member Teresa M. Bruton was sworn in by Clerk of Superior Court, Honorable Michelle C. Ball with W.R. Dean, Jr. giving support.

Ms. Bruton's Oath appears as follows:

17R439

**STATE OF NORTH CAROLINA  
COUNTY OF JOHNSTON**

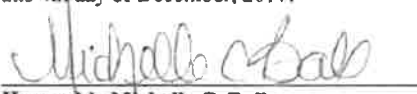
**OATH OF TOWN COUNCIL MEMBER  
TOWN OF ARCHER LODGE**

I, **TERESA M. BRUTON**, do solemnly and sincerely swear (or affirm) that I will support the Constitution of the United States; that I will be faithful and bear true allegiance to the State of North Carolina, and to the constitutional powers and authorities which are or may be established for the government thereof; and that I will endeavor to support, maintain and defend the Constitution of said State, not inconsistent with the Constitution of the United States, to the best of my knowledge and ability; so help me, God.

I, **TERESA M. BRUTON**, do swear (or affirm) that I will well and truly execute the duties of the Office of Town Council Member for the Town of Archer Lodge according to the best of my skill and ability, according to law; so help me, God.

  
**TERESA M. BRUTON**

Sworn to and subscribed before me,  
this 4th day of December, 2017.

  
**Honorable Michelle C. Ball,  
Clerk of Superior Court  
Johnston County**

- b) Administration of Oath of Town Council Member by a Notary Public, Debbie Barnes**
- **Mark B. Wilson**

Council Member Mark B. Wilson was sworn in by Notary Public, Ms. Debbie Barnes with Mr. Wilson's family giving support.

Mr. Wilson's Oath appears as follows:

17R-448

STATE OF NORTH CAROLINA  
COUNTY OF JOHNSTON

**OATH OF TOWN COUNCIL MEMBER**  
**TOWN OF ARCHER LODGE**

FILED  
2017 DEC -5 A 10:15  
JOHNSTON COUNTY, NC

I, Mark B. Wilson, do solemnly and sincerely affirm that I will support the Constitution of the United States of America; that I will be faithful and bear true allegiance to the State of North Carolina and to the Constitutional powers and authorities which are or may be established for the government thereof; and that I will endeavor to support, maintain and defend the Constitution of said State, not inconsistent with the Constitution of the United States, to the best of my knowledge and ability; so help me, God.

I, Mark B. Wilson, do affirm that I will well and truly execute the duties of the Office of Town Council for the Town of Archer Lodge, North Carolina according to the best of my skill and ability, according to law; so help me, God.

*Mark B. Wilson*  
Mark B. Wilson

Sworn to and subscribed before me this  
4<sup>th</sup> day of December, 2017

*Deborah S. Barnes*  
Deborah S. Barnes, Notary Public  
My Commission Expires 8/15/2022  
State of North Carolina  
Johnston County

**c) Comments from Newly Sworn Elected Officials**

***Teresa M. Bruton***

Council Member Bruton stated that she appreciated the opportunity that the Town Council gave her last year and looking forward to serving a full term. She added that she considered it an honor and privilege to be able to work with such great people, and with a Town that she believes has an exciting future. Lastly, she appreciated everyone's support.

***Mark B. Wilson***

Council Member Wilson stated it had been truly an honor serving on the Planning Board for around two years and then serving on the Town Council for the last six years and now an additional four years. He added that he looks forward to working with the Council to serve the needs of the citizens of Archer Lodge.

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

**a) Nomination and Appointment of Mayor Pro Tempore**

Mayor Gordon remarked that the floor was open for nominations for Mayor Pro Tempore from Council. With no discussion, Council Member Wilson nominated Council Member Castleberry and Council Member Bruton nominated Mayor Pro Tempore Mulhollem. Having no other nominations, Mayor Gordon asked for seconds on either of the nominations and Council Member Castleberry seconded the nomination for Matt Mulhollem to be appointed and continue as Mayor Pro Tempore.

Moved by: Council Member Bruton

Seconded by: Council Member Castleberry

**Matt Mulhollem appointed Mayor Pro Tempore**

CARRIED UNANIMOUSLY

**b) Administration of Oath of Office for Mayor Pro Tempore by Clerk of Superior Court, Honorable Michelle C. Ball**

Matthew B. Mulhollem was sworn in as Mayor Pro Tempore by Clerk of Superior Court, Honorable Michelle C. Ball with his family showing their support.

Mayor Pro Tempore Mulhollem's Oath appears as follows:

17R438

STATE OF NORTH CAROLINA  
COUNTY OF JOHNSTON

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2017

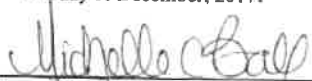
**OATH OF MAYOR PRO TEMPORE  
TOWN OF ARCHER LODGE**

I, **MATTHEW B. MULHOLLEM**, do solemnly and sincerely swear (or affirm) that I will support the Constitution of the United States; that I will be faithful and bear true allegiance to the State of North Carolina, and to the constitutional powers and authorities which are or may be established for the government thereof; and that I will endeavor to support, maintain and defend the Constitution of said State, not inconsistent with the Constitution of the United States, to the best of my knowledge and ability; so help me, God.

I, **MATTHEW B. MULHOLLEM**, do swear (or affirm) that I will well and truly execute the duties of the Office of Mayor Pro-Tempore for the Town of Archer Lodge according to the best of my skill and ability, according to law; so help me, God.

  
Matthew B. Mulhollem

Sworn to and subscribed before me,  
this 4th day of December, 2017.

  
Honorable Michelle C. Ball  
Clerk of Superior Court  
Johnston County

**c) Nomination and Re-appointment of Delegates to the Triangle J Council of Governments (2018 Calendar of Meetings attached)**

- **Mark Wilson**
- **Mark Jackson, Alternate**

Mayor Gordon stated that Council Member Wilson and Council Member Jackson had agreed to serve on the Triangle J Council Governments for

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another year. Mayor Gordon thanked the Council Members for serving on the Board.

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

**Council Member Wilson appointed as a Delegate and Council Member Jackson appointed as an Alternate Delegate on the Triangle J Council of Governments Board**

CARRIED UNANIMOUSLY

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**d) Veterans Memorial Location Affirmation**

Mayor Gordon opened discussion for an affirmation of the location of the Veteran's Memorial between Town Hall and the Soccer Field. Discussion followed.

Moved by: Council Member Wilson  
Seconded by: Council Member Castleberry

**The Archer Lodge Veterans Memorial Location was affirmed and will be located between Archer Lodge Town Hall and the Soccer Fields**

CARRIED UNANIMOUSLY

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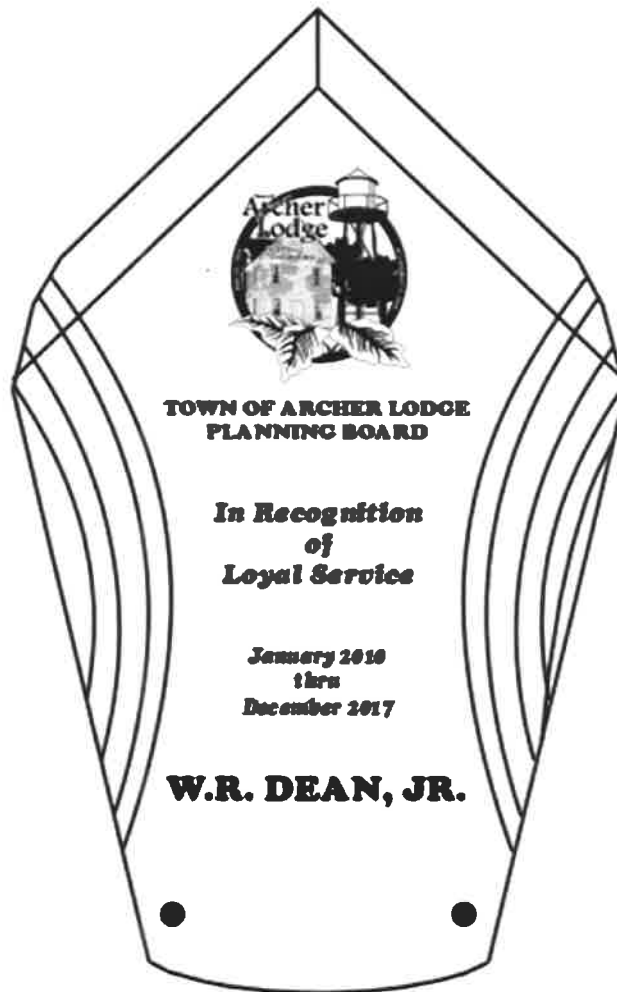
**7. RECOGNITION/PRESENTATION:**

**a) Former Planning Board Member ~ Joel M. Pace  
Outgoing Planning Board Member ~ W. R. Dean, Jr.**

Mayor Gordon announced that Former Planning Board Member, Joel M. Pace, was unable to attend due to other obligations.

Mayor Gordon presented Planning Board Member W. R. Dean, Jr. an Award of Recognition for his loyal service on the Archer Lodge Planning Board from January 2010 through December 2017. He was supported by his wife, Jane.

W. R. Dean, Jr's Award of Recognition appears as follows:



Following the presentation, Mr. Dean shared remarks with the Town Council.

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**8. OPEN FORUM/PUBLIC COMMENTS:**

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

- a) **No Public Comments**
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**9. TOWN ATTORNEY'S REPORT:**

- a) **Agreement between the Town of Archer Lodge and the Archer Lodge Veterans Memorial Committee regarding the Archer Lodge Veterans Memorial**

Attorney Hewett opened discussion regarding the relationship between the Veterans Memorial Committee and the Town of Archer Lodge once the Veterans Memorial is constructed on town property. He recommended an agreement between both parties for the upkeep and maintenance of the memorial. Discussion followed.

Mayor Gordon asked Attorney Hewett to draft an Agreement to discuss at the Work Session on Monday, December 18, 2017.

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**10. PLANNING/ZONING REPORT:**

- a) **NCDOT Meeting Update**

Bob Clark, Planning and Zoning Administrator, shared an update from the December 5th meeting with NCDOT Division 4 District Engineer, Jiles P. Harrell, PE regarding safety improvements in Archer Lodge. A formal letter from the Town was suggested requesting that a study be conducted at the

intersection of Buffalo Road and Archer Lodge Road for a four way stop. In addition, he mentioned that the letter also included the anticipation of the Town entering into a municipal agreement with NCDOT to add sidewalks on both sides of Buffalo Road in conjunction with NCDOT's project. Discussion followed and Mr. Clark was asked to revise the letter to include a possible roundabout or the best possible solution for that intersection. Once revised and signed by Mayor Gordon, then Mr. Clark will forward to NCDOT.

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**11. VETERAN'S COMMITTEE REPORT:**

**a)**

Mr. Mike Mulhollem reported the following:

1. Veterans Memorial current balance is \$57,923
2. Modern Woodmen of America donated \$1,000
3. Hosting Fred Smith Company soon
4. Upcoming biscuit sale will be on Friday, 12/15
5. Anticipates year end balance to be \$60,000
6. Mentioned Attorney Hewett reviewing the contract agreement between Ricky Ritchie and the Veterans Memorial Committee regarding the drawing plans for the different stages of the Veterans Memorial

Also, Council Member Wilson recognized Mr. and Ms. Mike Mulhollem for their work in the background for the Veterans Memorial Committee.

*Mayor Gordon recognized and thanked the former Clerk of Superior Court, Will Crocker, for attending the meeting.*

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**12. MAYOR'S REPORT:**

**a) Archer Lodge Community Center's New Year's Day Breakfast**

Mayor Gordon announced that the Archer Lodge Community Center's New Year's Day Breakfast has changed from 8:00 a.m. to 10:00 a.m. on New Year's Day, January 1, 2018.

- b) Planning Session Date/Location**
- **Saturday, February 24, 2018**
  - **Portofino Clubhouse**

Mayor Gordon informed Council that the Annual Budget Planning Session will be held on Saturday, February 24, 2018 beginning at 8:30 a.m. at Portofino Clubhouse, located at 67 Paraggi Court, Clayton, NC 27527 and a caterer will be provided.

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

**a) Council Members expressed their individual appreciation to W.R. Dean, Jr. for his years of service to the Town of Archer Lodge and wished each a Safe and Merry Christmas!**

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**14. ADJOURNMENT:**

**a) No Further Business**

Moved by: Council Member Wilson  
Seconded by: Council Member Jackson

**Meeting adjourned at 7:20 p.m.**

CARRIED UNANIMOUSLY



Michael A. Gordon, Mayor



Kim P. Batten, Town Clerk

