



Regular Council - Minutes Tuesday, September 5, 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

COUNCIL ABSENT:

MEDIA PRESENT:

None

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) Mayor Gordon noted the addition of 11.c. Budget Amendment (BA 2018 01)

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

Agenda Approved with change noted above

CARRIED UNANIMOUSLY

3. OPEN FORUM/PUBLIC COMMENTS:

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

a) No public comments.

4. RECOGNITION/PRESENTATION:

a) ALCC (Archer Lodge Community Center) presentation ~ Dene Castleberry

Mr. Dene Castleberry, President of the ALCC, shared a spreadsheet of their Revenues and Expenditures since FY2013/2014 with Town Council. Discussion followed.

In addition, Ms. Susan Locklear, ALCC Director & Volunteer, addressed growth concerns and the need for additional fields for recreation. Council was asked if they could assist with lighting the fields at the Archer Lodge Middle School (ALMS) through a funding project or possibly partnering with Johnston County Schools to assist with field needs. Discussion followed.

Lastly, the In-Town and Out-of-Town fees were mentioned and further discussion followed regarding their current fee schedule.

Mayor Gordon and Town Council agreed for town staff to work with ALCC to research the costs involved to light fields at ALMS and report back findings to Council. Also, Mayor asked ALCC to review their fee schedule based on discussions.

5. DISCUSSION AND POSSIBLE ACTION ITEMS:

a) Discussion and Consideration of Adopting an Ordinance Authorizing the Sale of Malt Beverages, Unfortified Wine, Fortified Wine, and Mixed Beverages Beginning at 10:00 A.M. on Sundays in the Town of Archer Lodge (Ordinance# AL2017-09-1)

Mayor Gordon opened item for discussion but no discussion followed.

Ordinance# AL2017-09-1 appears as follows:

**AN ORDINANCE AUTHORIZING THE SALE OF MALT BEVERAGES,
UNFORTIFIED WINE, FORTIFIED WINE, AND MIXED BEVERAGES
BEGINNING AT 10:00 A.M. ON SUNDAYS IN THE
TOWN OF ARCHER LODGE**

WHEREAS, on June 29, 2017, the North Carolina General Assembly enacted Senate Bill 155, entitled "An Act of Make Various Changes to the Alcoholic Beverage Control Commission Laws"; and

WHEREAS, Section 4 of Ratified Senate Bill 155 authorizes city and county governments to adopt an ordinance to allow alcohol sales beginning at 10:00 a.m. on Sundays; and

WHEREAS, Ratified Senate Bill 155 was signed into law by Governor Roy Cooper on the 30th day of June, 2017 and became effective on that date (Session Law 2017, Chapter 87); and

WHEREAS, by enacting Senate Bill 155, North Carolina joins 47 other States in allowing alcohol sales before noon on Sunday;

NOW, THEREFORE, BE IT ORDAINED by the Archer Lodge Town Council that:

Section 1. Pursuant to authority granted to the Town by N.C. Gen. Stat. § 160A-205.3 (Session Law 2017, Chapter 87, Senate Bill 155, Section 4)), the Town of Archer Lodge hereby enacts a new Town Code to read as follows:

**Malt Beverages, Unfortified Wine, Fortified Wine, And
Mixed Beverages on Sunday Mornings.**

The sale of malt beverages, unfortified wine, fortified wine and mixed beverages shall be allowed within the corporate limits of Archer Lodge at any premises licensed pursuant to N.C. Gen. Stat. § 18B-1001 on Sundays beginning at 10:00 a.m.

Section 2. This ordinance shall become effective upon adoption.

DULY ADOPTED, THIS 5th DAY OF SEPTEMBER, 2017

TOWN OF ARCHER LODGE



Michael A. Gordon, Mayor

(SEAL)



ATTEST:



Kim P. Batten, Town Clerk

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

Adopted Ordinance Authorizing the Sale of Malt Beverages, Unfortified Wine, and Mixed Beverages Beginning at 10:00 a.m. on Sundays in the Town of Archer Lodge (Ordinance# AL2017-09-1).

CARRIED 4-1 (Castleberry Opposed)

b) Discussion and Consideration of Approving Permanent Town Hall Hours

Mayor Gordon suggested Council keep the Town Hall summer hours permanently. Discussion followed.

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

Approved current summer hours to be Permanent hours for Archer Lodge Town Hall:

Monday - Thursday: 8:30 a.m. - 6:00 p.m.

Friday: 8:30 a.m. - 12:30 p.m.

CARRIED UNANIMOUSLY

c) **Discussion and Consideration of Approving the Memorandum of Agreement (MOA) for Personnel Services between the Town of Archer Lodge, the North Carolina League of Municipalities (NCLM) and the MAPS Group.**

Mayor Gordon reminded Council that a pay plan and personnel policy was budgeted for FY 2018 as a "tool" in our toolbox for the Town's future. Mr. Gobble noted that NCLM provided a proposal during the budget process and will assist the Town with this project utilizing the MAPS Group. Discussion followed.

MOA between the Town, NCLM & the MAPS Group appears as follows:

**MEMORANDUM OF AGREEMENT
PERSONNEL SERVICE
TOWN OF ARCHER LODGE**

THIS AGREEMENT is made and entered into this 5th day of September 2017 by and between the North Carolina League of Municipalities, an unincorporated association, hereinafter called "League", and the Town of Archer Lodge, an incorporated municipality hereinafter called "Town."

WITNESSETH

In consideration of the amounts of money hereinafter agreed to be paid, and in consideration of the other conditions hereinafter agreed to by the Town of Archer Lodge, the League offers to perform the following services:

Scope of Services

The League agrees to provide through its subcontractor The MAPS Group the services described and set forth in Attachment "A", Scope of Services, which is incorporated into and made a part of the Memorandum of Agreement by reference.

Time for Performance

The time for performance will be approximately three (3) months. The contract can begin in October 2017 or at a time mutually agreed upon between The MAPS Group and the Town.

Cost

The fee for the proposed work is three thousand six hundred dollars (\$3,600.00). In addition, the Town will be billed for actual itemized expenses for mileage, meals, printing and supplies (estimated at around \$200.00).

In consideration of the services performed by the League, the Town agrees to abide by and perform the following:

The MAPS Group will bill the Town for one payment of \$1800.00 at the beginning of the study and a final payment of the same amount plus actual itemized expenses and travel time when the study is completed. This cost includes ten (10) copies of the completed study document. The Town agrees to remit payment to The MAPS Group upon receipt of each of the statements referred to above.


The logo for the North Carolina League of Municipalities (NCLM) features the letters "NCLM" in a large, bold, serif font, with the word "LEAGUE" in a smaller, bold, serif font to its right. Below "LEAGUE" are the words "OF MUNICIPALITIES" in a very small, all-caps, sans-serif font.

Execution

If this Memorandum of Agreement is not executed and returned to the League Office within thirty (30) days from the submission date, the time frame for performance may have to be renegotiated.

If the terms of this contract are acceptable, please sign two (2) copies and return one to the League office.

SUBMITTED BY:

NORTH CAROLINA LEAGUE OF
MUNICIPALITIES

Hartwell Wright/ls
Hartwell Wright
Human Resources and Employee
Relations Consulting Manager

08/14/2017
Submission Date

ACCEPTED BY:

TOWN OF ARCHER LODGE

Michael A. Gordon
Name
MICHAEL A. GORDON

MAYOR
Title

9/5/2017
Date



This instrument has been preaudited in the
manner required by the Local Government Budget
and Fiscal Control Act.

Kim Butler
(Signature of Finance Officer)

NC LEAGUE
OF MUNICIPALITIES

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

Approved the MOA for Personnel Services between the Town of Archer Lodge, the North Carolina League of Municipalities (NCLM) and the MAPS Group to create a pay plan and a personnel policy.

CARRIED 4-1 (Wilson Opposed)

6. TOWN ATTORNEY'S REPORT:

a) No Attorney Report

7. ADMINISTRATIVE CONSULTANT'S REPORT:

No Administrative Consultant's Report.

a) No Administrative Consultant's Report

8. FINANCIAL/TOWN CLERK'S REPORT:

- a) **Ms. Batten stated that the Financials for month ending August 31, 2017 will be available at Work Session on September 18th and the Audit is still ongoing.**
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9. PLANNING/ZONING REPORT:

- a) **No Planning/Zoning Report due to the absence of Mr. Clark**
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10. VETERAN'S COMMITTEE REPORT:

- a) **Jim Purvis reported the following:**

1. Veteran's Memorial balance is at \$52,400
 2. August Biscuit Sales was approximately \$1,800 and Brick Sales of \$380
 3. Woodmen of the World Community Project will match up to \$1500.00 toward October biscuit sales and waiting for approval
 4. Vet Committee served the Fred Smith Company Breakfast and raised around \$350
 5. A "Wall of Honor" page had been added to the Veteran's Memorial Website and includes names and photos of Veteran's (alvetmemorial.org) Public may add photos and information of Veteran's, which is connected to their Facebook page
 6. Vet Committee will have a booth at the Clayton Harvest Festival on September 16, 2017
 7. Next Biscuit Sale will be September 15, 2017
 8. Vet Committee considering purchasing the "Falling Soldier" statue to add to the Archer Lodge Veteran's Memorial
 9. Mark Wilson mentioned a change in the brick format to the five pointed star, doing away with the service podium and putting a plaque for each of the services in the point of the star
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11. MAYOR'S REPORT:

- a) **September Work Session Information**

Mayor Gordon mentioned that a Saturday Fall Planning Session is difficult for members; therefore, plan to discuss the Planning Board Ordinance and the Board of Adjustment Ordinances at the September Work Session on September 18th. Changes are being considered and asked Council to review the ordinances before the Work Session.

- b) **Legislature Directed Grant for \$50,000 to Town of Archer Lodge**

With the help of Representative Donna White, Mayor Gordon shared with Council a letter from the State of NC awarding a \$50,000 Grant to purchase park land. In order to receive grant funding, several items must be submitted by the Town such as the Budget Admentment being considered in 11.c. below.

- c) **Discussion and Consideration of Approving Budget Amendment BA 2018 01 - Park Land Grant as discussed in Agenda Item 11.b. above**

Mr. Gobble informed Council that, as mentioned in the previous agenda item, a Budget Amendment (BA 2018 01) is needed showing the \$50,000 Park Land Grant proceeds and expensing for Park Land Development.

BA 2018 01 appears as follows:

BA 2018 01

Town of Archer Lodge
Budget Amendment
Fiscal Year Ending

June 30, 2018

Budget Amendment
Date

BA 2018 01
05-Sep-17

General Fund/

Park Land Reserve Fund

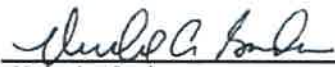
Account	Account Number	Budget	Amendment	Amended Budget
Revenues:				
Park Land Grant Proceeds-NCDNCR FY17/18	10-3480-0000	-	50,000.00	50,000.00
Transfer from General Fund	31-3900-3910	-	50,000.00	50,000.00
Total Increase (Decrease) in Revenues			100,000.00	
Expenditures:				
Transfer to Park Reserve Fund 31	10-9900-0031	106,000.00	50,000.00	156,000.00
Recreation Development	31-6120-5500	-	50,000.00	50,000.00
Total Increase (Decrease) in Expenditures			\$ 100,000.00	
			\$ -	

Justification for Budget Amendment:

Session Law 2017-57, Appropriation Act 2017 provides a nonrecurring special appropriation - legislatively directed grant to Town of Archer Lodge for park land purchase through the North Carolina Department of Natural and Cultural Resources (DNCR) in the amount of \$50,000.

Adopted this 5th day of September 2017

ATTEST: 
Kim P. Batten, Town Clerk


Michael A. Gordon, Mayor

Matthew B. Mulhollem, Budget Officer



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

Approved BA 2018 01 for Park Land Grant.

CARRIED UNANIMOUSLY

d) Annual Christmas Appreciation

Mayor Gordon stated that the annual Archer Lodge Christmas Appreciation Event will be held Monday, December 4, 2017 following the 6:30 p.m. Regular Council Meeting at ALCC.

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

- a) Council Member Wilson mentioned that Archer Lodge had been replaced by another small town on the TJCOG Logo wall.
- b) Council Member Castleberry reiterated the concern on the shortage of gas due to the storm in Texas.

13. ADJOURNMENT:

a) No Further Business

Moved by: Council Member Wilson

Seconded by: Mayor Pro Tem Mulhollem

Meeting Adjourned at 7:57 p.m.

CARRIED UNANIMOUSLY



Michael A. Gordon, Mayor



Kim P. Batten, Town Clerk

