



**Regular Council – Minutes
Public Hearing on Proposed Zoning &
Subdivision Ordinance Text Amendments
Monday, February 6, 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
Don Belk, Senior Planner

COUNCIL ABSENT:

MEDIA PRESENT:

SPECIAL GUESTS:

R. Carlton Vinson

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 Wilson
Seconded by: Council Member Jackson

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 Rd, Clayton, NC addressed council with a segment on "Dancing with the Devil."

4. DISCUSSION AND POSSIBLE ACTION ITEMS:

- a) **Finance Manager/Town Clerk Performance Evaluation & Budgeted Merit Increase**

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

Approved the budgeted 3% merit increase rounded to the nearest whole dollar of the Finance Manager/Town Clerk's current annual salary retro-active to the first pay in 2017 and following.

CARRIED UNANIMOUSLY

b) Consideration of Adopting a Resolution of Appreciation & Honoring the Service of R. Carlton Vinson, former member of Archer Lodge Town Council, by Resolution# AL2017-02-06

Mayor Gordon read aloud Resolution# AL2017-02-06 and appears as follows:

RESOLUTION# AL2017-02-06
RESOLUTION OF APPRECIATION AND HONORING THE SERVICE OF CARLTON VINSON
WHEREAS, Carlton Vinson was appointed to the first Archer Lodge Town Council on December 4, 2009 and thereafter served and was re-elected to the Town Council until October 17, 2016; and WHEREAS, during his tenure with Archer Lodge, Mr. Vinson served as Mayor Pro Tempore, as Council Member and as Budget Officer; and WHEREAS, Mr. Vinson was instrumental as the Chairman of the Archer Lodge Municipal Exploratory Committee that worked tirelessly with citizens and legislators to get the Town of Archer Lodge incorporated; and WHEREAS, while serving on the Archer Lodge Town Council, Mr. Vinson used his professional skills to help design and create the logo and the official seal for the Town of Archer Lodge; and WHEREAS, during his service to the Town of Archer Lodge, Mr. Vinson served with dedication, distinction and honor which has been recognized by the citizens of Archer Lodge; and WHEREAS, the Town Council will miss Mr. Vinson's experience and commitment to keeping the annual budget in check and his attention to financial details. NOW, THEREFORE, BE IT RESOLVED by the Archer Lodge Town Council during regular session, that Carlton Vinson be recognized for his dedication, leadership and outstanding service to the Town of Archer Lodge and this Resolution of Appreciation is presented by the Mayor of Archer Lodge and the Town Council. DULY ADOPTED BY UNANIMOUS VOTE THIS 6th DAY OF FEBRUARY 2017.  Michael A. Gordon Mayor ATTEST:  Kim P. Batten Town Clerk 

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

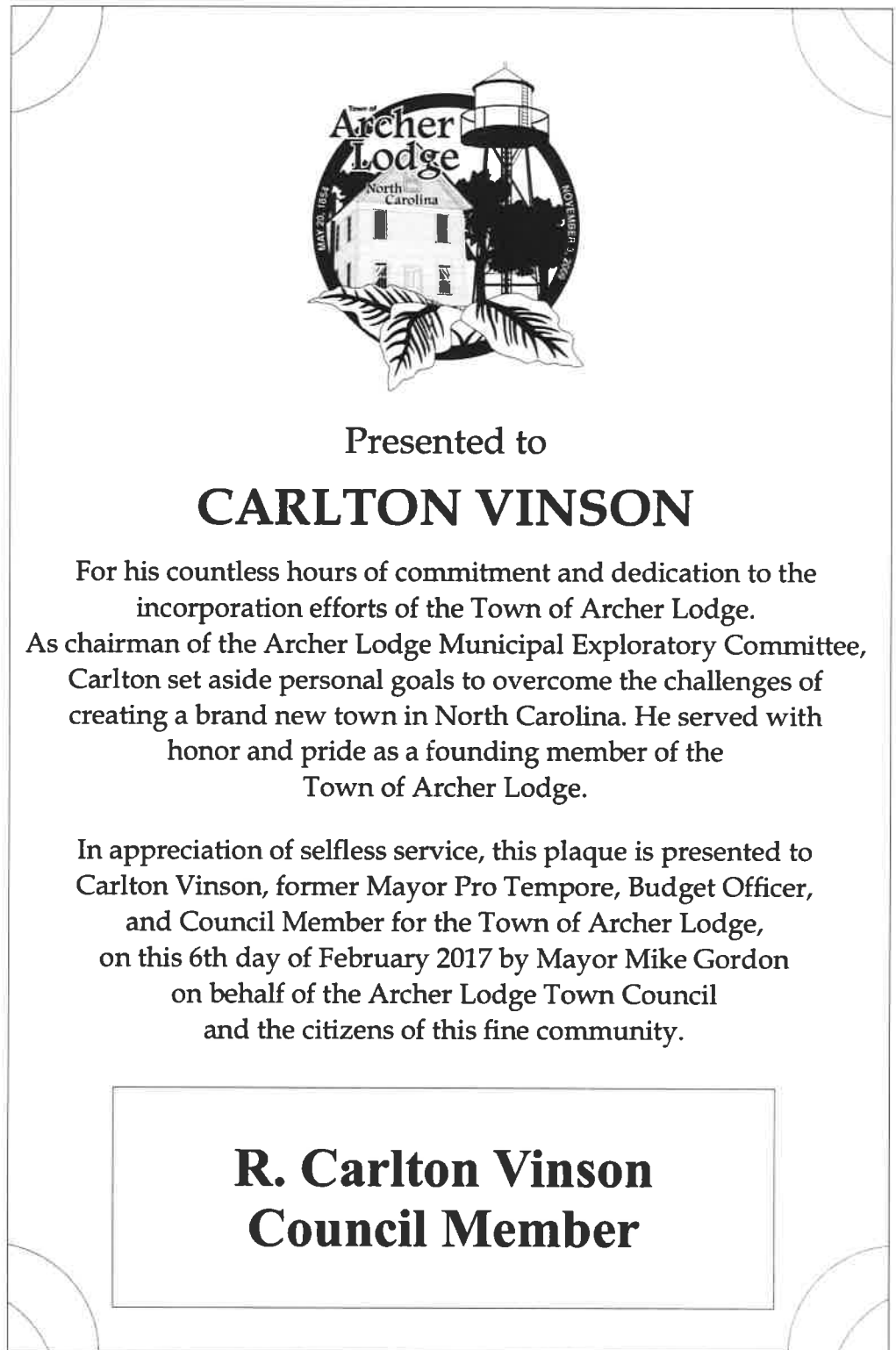
Adopted Resolution# AL2017-02-06

CARRIED UNANIMOUSLY

5. **RECOGNITION/PRESENTATION:**

a) **Recognize former member of Archer Lodge Town Council,
Mr. Carlton Vinson & Presentation**

Mayor Gordon presented a plaque to Mr. Carlton Vinson and plaque presented is as follows:



6. **TOWN ATTORNEY'S REPORT:**

- a) No report from Attorney Hewett.

7. **ADMINISTRATIVE CONSULTANT'S REPORT:**

- a) **AL Planning Session for FY2018
Saturday, February 25, 2017 @ 8:30 a.m.
Lowell Mill Restaurant, Kenly, NC**

Mr. Gobble reminded Council to bring ideas for now and 10-20 years from now to the Planning Session.

8. **FINANCIAL/TOWN CLERK'S REPORT:**

a) **Statement of Revenues & Expenditures Ending 1/31/2017**

Ms. Batten shared with council the 2017 Budget vs. Actual revenues and expenditures statement for the General Fund and bar graphs. She stated that the fiscal year is 58% complete and 85% of the Ad Valorem Tax revenues have been received. She offered further details regarding revenues and expenditures. No questions followed.

b) **Municipal Administration Course (MAC) - UNC SOG
Tuesday, Feb 14, 2017 - Friday, Feb 17, 2017**

Ms. Batten reminded council about her class the following week and the course will end in April with graduation.

c) **Key Fob Reminder**

Ms. Batten reminded council about ordering new key fobs to replace broken fobs.

9. **PLANNING/ZONING REPORT:**

a) **Public Hearing on Adopting Proposed Zoning and
Subdivision Ordinance Text Amendments ~ Don Belk**

Mayor Gordon opened the public hearing at 6:54 p.m. There were no public comments. The public hearing closed at 6:54 p.m.

Mr. Belk summarized the Proposed Text Amendment changes with Council and appears as follows:

SUMMARY TABLE OF AMENDMENTS		
TOPIC	ACTION	COMMENTS
PAVEMENT DEPTH	Revise Section 18-226 A(b)(i)	Requires minimum of 2 Inches Asphalt Concrete Surface Course on all new subdivision roads.
ACCESS REQUIREMENTS	Revise sub-Section A(e) (i) through (iv); add new sub-Sections A(e)(v) and (vi)	Specifies when additional full service access points are required.
SIDEWALKS (When Required)	Revise sub-Section A(g) (ii) and (iii)	Requires maximum 15' public access easement; requires sidewalks at the discretion of the Planning Board in certain situations.
CUL-DE-SACS	Add new sub-Section A(c)	Sets maximum length of cul-de-sac streets for subdivisions with lot sizes >20,000 SF at 1,000 ft; with lot sizes <20,000 SF at 700 ft.
BLOCK LENGTH	Add new Section 18-224 B	Blocks shall not exceed 1,500 ft in length; requires pedestrian connections in blocks and cul-de-sacs in certain cases.
FIRE DEFENSE	Revise Section 18-229 B and add new sub-Section B	Sets maximum distance between fire hydrants at 500' unless otherwise approved by Johnston County Fire Marshal.
STREETS (Defined)	Consider revising Archer Lodge street definitions (Section 14.6) to more precise definitions, such as: Major/Minor Thoroughfare Commercial Street Collector Street Residential Collector Street Residential Street, Cul-de-Sac Alley Frontage Road Currently, Archer Lodge Streets are defined as Arterial, Collector, Local, Private, Public.	(See Town of Clayton, Article 6, p. 5 of 19, § 155-602D – Street Types)

Questions and discussion followed. Mayor Gordon postponed discussion to the work session and wanted item on the March Regular Council Meeting Agenda for consideration of adopting these text amendments.

10. VETERAN'S COMMITTEE REPORT:

- a) No report from the Committee.
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11. MAYOR'S REPORT:

a) TJCOG Alternate Selection

Mayor Gordon asked for a volunteer from Governing Board. Council Member Wilson offered information about the TJCOG. Council Member Jackson volunteered as an Alternate.

Moved by: Mayor Pro Tem Mulhollem

Seconded by: Council Member Castleberry

Appointed Council Member Mark Jackson as the Alternate Delegate for TJCOG

CARRIED UNANIMOUSLY

b) AL Fire Department Banquet, Saturday, February 18, 2017

Mayor reminded Council of this event and advise Town Clerk of attendance.

**c) NCLM Town Hall Day, Wednesday, March 29, 2017
(day event in Raleigh)
Clayton Town Hall Day, Wednesday, March 29, 2017
(evening event in Clayton)**

Mayor reminded Council of the upcoming Town Hall Day and notify Town Clerk of attendance.

d) Cameras/Security System Update

Mayor Gordon mentioned that town hall cameras, DVR and the security system have been updated and includes two new outdoor cameras that covers the parking lot and storage building. Also, he noted that the storage building was added to the security system. New entry key fobs are available so please contact Town Clerk if one is needed.

e) Surplus Small Equipment Update

Mayor Gordon updated council that a small electronic device was sold this week by the mayor and finance manager.

f) UNC-School of Government Webinars

Mayor Gordon added that Town Clerk sent an email to council regarding webinars available to elected officials on the UNC School of Government website that would be beneficial to council. Mayor encouraged council to review and participate when possible.

12. COUNCIL MEMBERS' REMARKS:

(non-agenda items)

- a) Council Member Wilson provided TJCOG's latest audit and handbook on their services and will be available in the Town Clerk's office. He further mentioned to remember Mr. J.M. Green, Sandra Freeman's father, in thoughts and prayers.
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- b) Council Member Castleberry stated that the Johnston County Economic Development Board had their first retreat and working with developers to build standard size commercial buildings because Johnston County is missing out on new businesses due to lack of vacant commercial buildings. He noted that the board meets six times a year and in the future, would like for their meeting to be in Archer Lodge.
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- c) Council Member Jackson asked people to be mindful of trash that is blown out of vehicles on their way to trash site because it pollutes our ditches and rivers. Mayor Gordon thanked Council Member Jackson for his involvement with Adopt a Highway Program and the River Cleanup as well.
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- d) Mayor Pro Tem Mulhollem agreed with Council Member Jackson on the amount of trash that is in our roadways and asked people to be mindful. He also thanked former Council Member Vinson for all his efforts and sacrifices that were incurred during the incorporation process and he truly believed that we could not have incorporated without his dedication and hard work. Mayor Pro Tem appreciated the example Mr. Vinson set for this council and for future councils and was proud to be one of his colleagues and friend.
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- e) Council Member Bruton stated that she was excited to serve on the Archer Lodge Town Council and had some big shoes to fill following in Mr. Vinson steps. She also thanked the Town Clerk for the assistance she had provided.
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- f) Mayor Gordon concluded that the Shred-It-Event was successful with one truck and better advertisement for future events. The Community Center sold Brunswick Stew and the Girl Scouts had a good day by selling cookies.
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13. ADJOURNMENT:

a) No Further Business

Moved by: Council Member Wilson

Seconded by: Mayor Pro Tem Mulhollem

Meeting Adjourned at 7:55 p.m.

CARRIED UNANIMOUSLY



Michael A. Gordon, Mayor



Kim P. Batten, Town Clerk

