



Work Session - Minutes Monday, April 17, 2017

COUNCIL PRESENT:

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. MPA, CZO, Senior Planner
Danny Eudy, Code Enforcement Officer

COUNCIL ABSENT:

Mayor Gordon

MEDIA PRESENT:

None

1 **WELCOME/CALL TO ORDER:**

- a) **Due to the absence of Mayor Gordon, Mayor Pro-Tem Mulhollem 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.**

2 **ORDER OF BUSINESS:**

- a) **March 2017 Financials & Proposed Budget Amendments ~ Kim P. Batten**

Ms. Batten shared the March 2017 financials and noted that the fiscal year is 75% complete. Franchise taxes received at this time is only 50% with another distribution scheduled for June. Ad-valorem and motor vehicle tax collection rate is approximately 95%. Other revenues are a little higher; however, the fee in lieu of recreation revenues is not expected to be the budgeted amount of \$25,000 per Bob Clark. Expenditures for each department are below than the budgeted amounts. No discussion.

With regards to the proposed budget amendment (BA 2017 04), Ms. Batten explained each revenue line item and expenditure line item appearing. The budget amendment is to appropriate or reappropriate unanticipated revenues and expenditures and typically done yearly to "clean up" the current budget that will help us better prepare for next year's budget. Having no discussion, the proposed budget amendment (BA 2017 04) will be on the May 1, 2017 Regular Council meeting agenda under the Consent Agenda section.

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- b) **Codification Adoption Ordinance ~ Town Attorney Chip Hewett**

Mr. Hewett noted that the codification is really an historical moment for the Town and will be beneficial going further. Further comments followed and Mr. Hewett suggested that the Codification Adoption Ordinance# AL2017-05-1 be placed on the May 1, 2017 agenda under the Discussion and Possible Action section for more discussion. He added that all ordinances passed thus far will be in the codification and all future ordinances will be added to the codification. Ms. Batten stated that once the Codification Adoption Ordinance

is approved, then the Archer Lodge codification will be available our website by Municode.

c) **Junk Car Ordinance (continued discussion) ~ Bob Clark, Danny Eudy**

Mr. Clark reminded Council that the public hearing on abandoned, junked, and nuisance vehicles was held in January 2017. Previous discussions regarding the definitions of a junk vehicle and acceptable concealment, covering or screening. Mr. Clark provided two concealment options in a memo dated April 13, 2017.

Memo appears as follows:



TOWN OF ARCHER LODGE
14094 Buffalo Road
Clayton, NC 27527
919-0359-9727
919-359-3333 fax
Mayor:
Michael A. Gordon

Town Council:
Matthew B. Mulhollen
Mayor Pro-Tem
Teresa Bruton
Clyde B. Castleberry
J. Mark Jackson
Mark Wilson

April 13, 2017

Memo

To: Mayor Gordon and Town Council

From: Bob Clark, AICP Planning and Zoning Administrator

Re: April 17 Work Session Item: Concealment Options for Junk Vehicles

Section 5(e) of the draft Abandoned, Junked, and Nuisance Vehicles Ordinance addresses acceptable concealment methods and time allowed for a concealed junk vehicle to remain on private property without being inside a building. Option one, below, reads as previously presented at the public hearing held January 18 of this year.

Option One

Junked motor vehicles kept on the premises more than sixty (60) calendar days shall be kept inside a completely enclosed building.

There was interest expressed for consideration of other concealment and placement language. A possible second option is offered for discussion.

Option Two

One junked motor vehicle, in its entirety, shall be allowed if located in the rear yard, as defined in the Town Zoning Ordinance, provided the junked motor vehicle is entirely concealed from public view from a public street and/or abutting premises by an acceptable covering or screening.

Danny Eudy, Code Enforcement Officer, and I will be present to aid in your discussion of the draft ordinance.

Following much discussion, Council decided better clarification regarding acceptable covering or screening is needed and Mr. Clark will provide additional information at the May 15th work session. Also, Council suggested making the effective date to be a date in the future, such as 90 days, to allow citizens additional time to be informed.

d) **Conservation Subdivision Design District (CSDD) - adding New Section 14-104 of AL Zoning Ordinance (continued discussion) ~ Bob Clark**

Before starting discussion on this item, Mr. Clark introduced Andy Thomas, Jr. who will be replacing Don Belk as a Senior Planner.

At our last discussion on CSDD, many questions regarding off site septic and ownership of property evolved. Mr. Clark offered some explanation on both topics appearing complex to Council. Council suggested delaying this Zoning type until further information is received by staff and additional research with the Johnston County Tax office and State officials has been completed.

3 GENERAL UPDATES:

a) Street Lights conversion to LED by Duke Energy ~ Mayor Pro Tem Mulhollem

Mayor Pro-Tem updated Council regarding conversations with Marty Clayton at Duke Progress Energy. The conversion could be completed this budget year and the cost is \$50 per light with a total of 26 lights and is already budgeted. He stated that a firm date would be settled this week and would notify Ms. Batten.

b) NCLM Spring Tour, Thursday, April 20th, Rocky Mount 7:30 am - 9:30 am ~ Kim P. Batten

Ms. Batten stated that Mayor Gordon, Council Member Wilson and herself will be attending this event and town hall will open later that morning.

c) ALCC Ball Field Dedication, Saturday 22nd @ 11:30 am ~ Mayor Pro Tem Mulhollem

Mayor Pro-Tem Mulhollem mentioned to that Council should have received invitations. ALCC will dedicated the baseball field in honor Hoyt G. Castleberry, Council Member Castleberry's late father, who was very instrumental in the community center and helped provide baseball to the kids. He hopes all will attend the dedication.

d) Municipal Administration Course (MAC) final week (April 25 - April 28) & Graduation for Town Clerk ~ Kim P. Batten

Ms. Batten noted that April 25 - April 28 would be her final week of class with graduation on Friday, April 28. Mayor Gordon hopes to attend and Lisa Barnes will fill in in her absence.

e) Additional items:

1. Mr. Hewett will not be able to attend the Regular Council meeting on May 1, 2017 and will be available by phone if needed.
 2. Johnston County Economic Development Board invites Council to the May 10th event in Benson.
 3. This Friday is a Biscuit Sale.
 4. Reminder of the Memorial Service for Mr. Steve Biggs, former Town Manager for Clayton. Council Member Wilson and former Council Member Vinson will attend for the Town of Archer Lodge.
 5. Council surprised Ms. Batten with an appreciation gift for hard work.
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4 ADJOURNMENT:

- a) Having no further business, Mayor Pro-Tem Matt Mulhollem adjourned the meeting at 8:00 p.m.
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Michael A. Gordon, Mayor


Kim P. Batten, Town Clerk

