



Work Session - Minutes Monday, August 20, 2018

COUNCIL PRESENT:

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

STAFF PRESENT:

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

COUNCIL ABSENT:

MEDIA PRESENT:

None

1 WELCOME/CALL TO ORDER:

Mayor 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 present.

2 ORDER OF BUSINESS:

a) Fall Retreat ~ Mayor Mulhollem

Mayor Mulhollem reminded everyone of the discussion at the February 24, 2018 Long Range Planning Session regarding having a Fall Follow-up Planning Session. He asked Council to prepare to discuss their ideas and dates at the next Council Meeting. Discussion followed.

Having received LGC approval on both installment financing applications, Mayor Mulhollem announced that the Town of Archer Lodge closed today, August 20, 2018, on the Town's first municipal park land thus acquiring 30.48 acres, located along Castleberry Road, Clayton, NC, that was formerly owned by Mr. and Mrs. George E. Smith. Those in attendance for the closing that was held at the office of Attorney Larry Kristoff, located in Clayton, NC., were: George and Janice Smith; Tim Smith, their son; Jerry Jones, Home Town Realty; Mayor Mulhollem; Kim Batten, Town Clerk and Attorney, Larry Kristoff.

Also, Mr. Gobble shared that once the appraisal on the current Town property is approved, KS Bank will possibly close on the loan by the end of August for the Town Hall Expansion Project and Grading of the Veteran's Memorial Site. Town Attorney along with Jeff Brooks, MS Consultants, Inc., prepared the Construction Contract between the Town and G & G Builders, Inc. that will be on the September 04, 2018 Agenda for approval.

Council Member Castleberry suggested that Council meet to view the Park Land property, which will help them visualize the potential of the area. Discussion followed.

b) Maintenance of Land ~ Mayor Mulhollem

Mayor Mulhollem opened discussion regarding the maintenance of the Park Land until development begins which may take 2 - 3 years. He offered that in the past, a farmer leased the farm and kept up the area around the old farm house and shed. Discussion followed.

Ms. Batten noted that she provided the NC League of Municipalities documentation to insure the land and structures.

c) Landscape Architectural Services for Land along with PARTF (Parks and Recreation Trust Fund) Process Review ~ Bob Clark/C.L. Gobble

Mr. Gobble gave a brief explanation of the proposal provided by Susan Hatchell, Landscape Architect, PLLC, for consideration of the park land property. He stated that her proposal details the scope of her work as site planning and PARTF assistance and doesn't include construction phase.

Mr. Clark mentioned that the PARTF Grant Application due date is May 1, 2019 and is very competitive. He gave a detailed explanation of the process. Being the first park in Archer Lodge is an advantage for the Town to receive PARTF grant funds. Both Mr. Gobble and Mr. Clark noted that a typical PARTF Grant ranges from \$200,000 - \$250,000 but with a great application, the Town could receive grant funds up to \$500,000. He noted that PARTF Grants are matching grants and reimbursing grants. Discussion followed.

Mayor Mulhollem appreciated great leadership and commitment in the past, present and of course, in the future. He also thanked staff and others for their involvement and expertise.

d) Part-Time Town Administrator ~ Mayor Mulhollem

Mayor Mulhollem shared that the FY19 Budget funded a part-time Town Administrator. He said that before Mr. Gobble retires for a 2nd time from municipal government, the Town should consider hiring a person for this position, so that he/she can learn from him. Discussion followed.

e) Preliminary Discussions Regarding Citizen Complaints on the Discharge of Firearms in Subdivisions ~ Mayor Mulhollem

Mayor Mulhollem opened a preliminary discussion regarding complaints on the discharge of firearms in subdivisions. He advised Council that public safety is of high importance as well as enforcing ordinances. Mayor Mulhollem stated that he would discuss with Staff and the Town Attorney in the coming weeks for ideas and potential options as well as speak with Sheriff Bizzell. He noted that he would follow-up with Council. Discussion followed.

3 GENERAL UPDATES:

a) Town Hall Expansion/ALVM Site Project

Mr. Gobble mentioned that the Town Hall Expansion/Veteran's Memorial Site Project should begin within the next two weeks. Council Member Wilson and Mayor Mulhollem asked that pictures be captured for historical purposes.

b) Town Vehicle

Mayor Mulhollem announced that the Town leased a 2018 Jeep Cherokee for Council and Town Staff to utilize for town business.

c) Review September Meetings Schedule

Mayor Mulhollem reminded Council that the due to Labor Day being Monday,

September 3, 2018, the Regular Town Council Meeting will be held Tuesday, September 4, 2018, and the September Work Session will be on Monday, September 17, 2018, as normal.

4 ADJOURNMENT:

- a) **Mayor Mulhollem concluded the meeting by thanking the George E. Smith Family for working with the Town on the purchase of Park Land Property to create great opportunities for the Archer Lodge Community.**

Having no further business, Mayor adjourned the meeting at 8:00 p.m.



Matthew B. Mulhollem, Mayor



Kim P. Batten, Town Clerk

