



Regular Council - Minutes Tuesday, September 3, 2019

COUNCIL PRESENT:

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

STAFF PRESENT:

Mike Gordon, Town Administrator
Chip Hewett, Town Attorney
Kim P. Batten, Finance Officer/Town Clerk
Julie Maybee, Town Planner

COUNCIL ABSENT:

MEDIA PRESENT:

None

1. WELCOME/CALL TO ORDER:

a) Invocation

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. Council Member Jackson offered the invocation.

b) Pledge of Allegiance

Mayor Mulhollem 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: Mayor Pro Tem Castleberry

Approved Agenda.

CARRIED UNANIMOUSLY

3. OPEN FORUM/PUBLIC COMMENTS:

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

a) No Public Comments

4. CONSENT AGENDA:

a) Approval of Minutes:

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Moved by: Council Member Locklear
Seconded by: Council Member Jackson

Approved Consent Agenda.

CARRIED UNANIMOUSLY

5. TOWN ATTORNEY'S REPORT:

a) Attorney Hewett reported the following:

- Reminded everyone who will be campaigning during the 2019 Elections to be aware of the NC Political Signage Requirements and NCDOT Right-of-Ways
 - The State of Emergency Declaration for the Town has been reviewed if needed for Hurricane Dorian.
 - NCGS § 160D consolidates current city and county statutes into a single, unified chapter for a New Land Use Law for NC and is under review by staff so necessary amendments to our local ordinances are adopted by the compliance date of January 1, 2021.
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6. TOWN ADMINISTRATOR'S REPORT:

a) Mr. Gordon shared the following:

- Thanked Attorney Hewett for reviewing the prepared State of Emergency Declaration in advance.
 - Shared a list of Sponsors/Donors for the Johnston County Public Schools New Teacher's Orientation held in August 2019 that included the Town as well as a list of items donated.
 - Mentioned that the Town's support to the Archer Lodge Community Center is an avenue to support the children.
 - Stated that C.L. Gobble contributed to the ALVM 12 x 12 brick paver that is being donated by private individuals in honor of his father, Mr. Clarence Lanier Gobble and any overage will be donated to the ALVM.
 - Noted that Johnston County Emergency Management officials offered a conference call to update those entities interested in Hurricane Dorian and shelters in Johnston County.
 - Provided a 10th Year Anniversary progress update:
 - Displayed novelties November 2019 events
 - Discussed plans to present DRAFT Ordinances for regulating firearms and noise at the Monday, September 16, 2019 Work Session and make the DRAFTS available prior to the meeting for review. He advised if anyone has questions to please contact Staff.
 - Announced that members of The Ginger Thompson Band visited Town Hall, the Archer Lodge Veterans Memorial Site, and the Archer Lodge Amphitheater and will perform at the Christmas Celebration set for Sunday, November 24, 2019 beginning at 4:00 p.m.
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7. FINANCIAL/TOWN CLERK'S REPORT:

a) Interim Financial Reports for Month ending July 31, 2019 & Year-to-Date Comparisons (FY19 compared to FY20)

Ms. Batten presented a financial summary for the first month of the fiscal year 2019-2020. She reviewed the small amount of revenues received and shared the expenditures noting that the budgeted transfers to both the Capital Reserve Fund and Public Safety Reserve Fund were completed. Regarding the Capital Reserve Fund, Park Reserve Fund and the Public Safety Reserve Fund, she stated that revenues received in all three were interest earnings and transfers from the General Fund.

When comparing July 2019 with July 2018, revenues in the General Fund for 2019 had increased by 57.87%. Also having completed the budgeted transfers of \$25,000 each to the Capital Reserve Fund and Public Safety Reserve Fund, the expenditures in the General Fund for 2019 had increased by 48.89%. No further comments or discussion.

b) NC Association of Municipal Clerks - Summer Academies/Annual Clerks' Conference, Wilkesboro, NC

Ms. Batten shared that both her and Joyce enjoyed attending the Summer Academies and the Annual NC Association of Municipal Clerks Conference held in Wilkesboro, NC where both were designated and recognized for being a NC Certified Municipal Clerk. Council applauded their certifications. Also, she gave a brief overview of their events.

8. PLANNING AND ECONOMIC DEVELOPMENT:

a) Development Activity

Ms. Maybee reported the following:

- Woodfin Subdivision - Approved Preliminary Plat (20 lots - public water/septic) located off Wendell Road.
- Hardin Creek Subdivision - Pending Preliminary Plat (10 lots - public water/septic) located off the east side of Wendell Road. Will be on the September 18, 2019 Planning Board Agenda.
- Department/Agency Partnerships:
 - NCDOT Information from Sam Lawhorn, District Engineer:
 - Turn lane requirements per general statute
 - District Engineer currently allowing 10 lots before any turn lane is required
 - Commercial Developers - case by case based on traffic generation.
 - Johnston County Public Utilities
 - Johnston County Inspection Department
 - Johnston County Cooperative Extension
 - Johnston County Health Department
 - Archer Lodge Fire Department
 - Town of Clayton - Animal Control
 - Johnston County Sheriff Department
 - NC Department of Public Safety
 - Johnston County GIS
 - United States Post Office
 - NC Department of Commerce
 - Johnston County Community College
 - NC Department of Environmental Health
 - Many Others
- Respond to Business and Citizens Inquires:
 - Commercial Projects
 - Residential Developments
 - Zoning Permits
 - Flood Damage Prevention, etc.

There was discussion throughout. Ms. Maybee noted that she hopes to eventually have a monthly report available for these items.

b) Projects

- Bicycle/ Pedestrian Plan - AECOM
 - Steering Committee will meet Wednesday, October 2, 2019, at the Archer Lodge Community Center from 6:30-7:30 p.m.
 - Drafts plan to be forwarded to the Steering Committee in advance of the meeting
 - Public Meeting will be held immediately following at 7:30 p.m.
- New Construction Program - Census
 - Census Bureau office will be conducting a webinar in Washington, DC on Tuesday, September 17, 2019 at 1:00-3:30 p.m.
- Non-Residential Design Standards
- Development Ordinances
 - NCGS § 160D Overview will be given to the Planning Board at

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- their next meeting
 - Streamline Subdivision Regulations
 - Water Supply Watershed Protection.
 - PARTF Grant Approved
 - NCDOT - Buffalo Road improvements
- There was discussion throughout.
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c) Code Enforcement

- Nuisance Abatement
 - 28 portable signs removed from NCDOT right-of-way's during July 2019
 - Request for Nuisance Abatement Bids posted on website for tall grass/weed
- There was discussion throughout.

TO ADD:

1. Mr. Gordon shared the following:
 - Contacted Jennifer Beedle, Recreation Consultant with NCSU College of Natural Resources regarding the PARTF contract and terms of completion. Discussion followed.
 - Meeting with Susan Hatchell, Landscape Architect, will be scheduled regarding the timeline of the PARTF Project.
 - NCDOT Buffalo Road Improvements:
 - Town voluntarily donates property for Right-of-Way and Drainage area by General Warranty Deed to NCDOT
 - NCDOT's lack of funding delays road improvement project
 2. Ms. Batten shared the following:
 - Two Planning Board/Board of Adjustment seats are available (Purvis & Davis), and those appointed will begin January 2020 for their three-year term.
 - Recruitment for those two seats has been posted to the website and all social media accounts.
 - Applications for those two seats are available online under the Government Tab/Planning Board Section.
 - Request for Bids on Nuisance Abatement Services has been posted to the website and all social media accounts, if you know of anyone that may be interested in bidding for tall grass/weeds, etc.
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9. VETERANS COMMITTEE REPORT:

a) Mr. Mike Mulhollem reported the following:

- The Fallen Military Soldier's Statue has been installed.
 - Pavers are scheduled to be installed in September 2019.
 - September 20, 2019 Biscuit Sale has been cancelled, but the October 18th is still scheduled.
 - Raffle Tickets on sale for a chance to win a Handmade Baby Quilt. Two quilts were donated by Council Member Jackson's mother. Proceeds to benefit the ALVM.
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10. MAYOR'S REPORT:

a) Mayor Mulhollem reported the following:

- Town Staff and Mayor receive updates on Hurricane Dorian and will determine if a State of Emergency Declaration is necessary for the Town.
- Encouraged everyone to have emergency preparations ready and stay safe.

11. COUNCIL MEMBERS' REMARKS:

(non-agenda items)

- a) Council Member Wilson informed that his Grandson's Eagle Scout Ceremony for Troop 422, held at the Archer Lodge Community Center, was well attended and thanked the ALCC staff for their helpfulness.
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- b) Council Member Jackson had no report.
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- c) Council Member Locklear shared his thoughts on the stressful events around the world and recommended that always stay safe and pay attention to their surroundings.
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- d) Mayor Pro Tem Castleberry shared information regarding his employer's preparation for Hurricane Dorian and expressed appreciation for the moral support his family received during an unexpected event.
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- e) Council Member Bruton reminded everyone on the Bike/Pedestrian Steering Committee about their upcoming meeting scheduled for Wednesday, October 2nd at ALCC starting at 6:30 p.m. with the Public Input Meeting following at 7:30 p.m.
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12. ADJOURNMENT:

- a) **No further business.**

Moved by: Council Member Jackson

Seconded by: Council Member Locklear

Adjourned meeting at 7:32 p.m.

CARRIED UNANIMOUSLY



Matthew B. Mulhollem, Mayor



Kim P. Batten, Town Clerk

