



Regular Council - Minutes Monday, November 4, 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 Administrator

COUNCIL ABSENT:

MEDIA PRESENT:

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) Mayor Mulhollem requested to add Closed Session after Item 11, prior to Adjournment.

No other additions or changes noted.

Moved by: Council Member Wilson

Seconded by: Mayor Pro Tem Castleberry

Approved Agenda 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. CONSENT AGENDA:

a) Approval of Minutes:

16 Sep 2019 Work Session Minutes

07 Oct 2019 Regular Council Meeting Minutes

Regarding the minutes for the September 16, 2019 Work Session Meeting, Council Member Bruton made a statement during Agenda Item 3.c Discussion of **CONCEPT DRAFT ORDINANCE #2- REGULATING LOUD AND DISTURBING NOISES** and she would like the following added to minutes:

- Noise Ordinance Restrictions should not be used as a gun control measure.

Moved by: Council Member Jackson

Seconded by: Council Member Locklear

Approved Consent Agenda to include in the September 16, 2019 Work Session Meeting Minutes the above statement made by Council Member Bruton.

CARRIED UNANIMOUSLY

5. **DISCUSSION AND POSSIBLE ACTION ITEMS:**

a) **Discussion and Consideration of Appointing or Reappointing Two Planning Board Members/ Board of Adjustment Members for a Three-Year Term Beginning January 2020 - December 2022**

Mayor Mulhollem shared that four applications were received for two seats available on the Planning Board/Board of Adjustment. He noted that Council Member Locklear, who chose not to serve on the Town Council another term, is one of the Planning Board/Board of Adjustment applicants. Council Member Locklear asked to recuse himself prior to discussion and consideration.

Following the recusal of Council Member Locklear, no discussion followed. Mayor Pro Tem Castleberry moved to appoint Hearbert Locklear and A. O'Neal Thompson.

Moved by: Council Member Wilson

Seconded by: Council Member Jackson

Approved recusing Council Member Locklear.

CARRIED UNANIMOUSLY

Moved by: Mayor Pro Tem Castleberry

Seconded by: Council Member Jackson

Appointed Hearbert Locklear and A. O'Neal Thompson to the Planning Board/Board of Adjustment for a Three-Year Term beginning January 2020 - December 2022.

CARRIED UNANIMOUSLY

Moved by: Mayor Pro Tem Castleberry

Seconded by: Council Member Jackson

Approved Council Member Locklear to resume his Council Member duties.

CARRIED UNANIMOUSLY

b) **Discussion and Consideration of Approving the Permitting & Code Enforcement I Software Application along with Permitting Self-Service (includes mobile app) and WIPP AR (Online Inquiry and Payments) Software Application**

Ms. Batten shared with Council the need for technology in the Planning and Zoning Department. She, along with Ms. Maybee and Mr. Gordon, watched a demonstration from Edmunds GovTech, our current financial software provider, on their permitting and code enforcement module. She further noted that the Edmunds Financial/Personnel/Payroll Module has been in place since 2016 and works great for our needs. Plus, Edmunds provides fantastic support. Currently, Planning/Zoning has zero digital/electronic data for permitting. Inefficient records that exist are hard copies located in a file cabinet in their department. Most importantly, Edmunds GovTech has agreed to splitting the costs over a two-year fiscal period.

Edmunds GovTech Permitting/Code Enforcement Module will provide the following features:

- Permitting, code enforcement, payment system, online inquiries and mobile application.
- Interacts with the Edmunds Financial regarding the current fee schedule
- In-house credit card devices for fee payments.
- Electronic payment system utilizes a third-party vendor which passes the convenience fee to the consumer, not the Town.
- Offers connectability to the Johnston County GIS Software and conversations with the Jo Co Planning Staff has transpired and are eager to assist, if needed.
- Software will provide more efficiency with researching and tracking permitting information.
- Secure data with off-site server provided currently by VC3 and better record keeping.

Mayor Mulhollem opened the floor for discussion. Discussion followed.

The approved Edmunds GovTech Permitting and Code Enforcement I agreement appears as follows:



11/25/2019

Prepared for: Archer Lodge, NC

Prepared by: Kara Matthews

Application	Training Hours	List Price	Extended Price
Permitting & Code Enforcement I	20	\$10,500.00	\$3,000.00
Permitting Self-Service I (includes mobile app)	8	\$7,500.00	\$2,000.00
WIPP AR (Online Inquiry and Payments)	2	\$1,200.00	\$200.00
		Sub Total:	\$5,200.00

Services & Other Applications	Cost
	Sub Total: \$0.00

Conversion Services	Cost
	Sub Total: \$0.00

Summary Conversions - Unless otherwise stated, summary conversions include all standard information plus three years of summarized history, including opening and closing balances on accounts.

Detailed Conversions - Unless otherwise stated, detail conversions include all standard information plus three years of detailed history, including opening and closing balances with transactions.

Total Proposal (excluding optional hardware):

\$5,200.00

Edmunds GovTech agreed for Town to pay half \$2,600 this fiscal year ending 6/30/20 and the balance of \$2,600 after July 1, 2020 (FY2021).



Finance Officer
11/26/2019

www.EdmundsGovTech.com

Page 1 of 2

1 of 2

Maintenance (Year 1 Maintenance is included, fees listed are for Year 2)	Fees
Permitting & Code Enforcement I	\$675.00
Permitting Self-Service I	\$450.00
WIPP AR (Online Inquiry and Payments)	\$200.00
Total:	\$1,325.00

Initial training, implementation, and travel costs are included with the license fees. Additional training hours and product development are billed at \$150.00 per hour. Training is a combination of on-site and remote sessions. If more hours are desired for a specific application, the hours from another may be allocated to additional training in that area. The project manager must be made aware of these requirements prior to the development of the project plan.

The first year of support and maintenance are included with the license fees. The fees listed are for year two support and maintenance. The annual maintenance fees include all federal and state mandated changes, annual upgrades and enhancements, unlimited phone, email, and web based support, and user group membership. All software applications are warranted for one year from the date of installation. A purchase order must be sent prior to initiating a work order for installation and training to be scheduled.

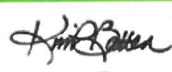
Optional Hardware	Quantity	Unit Price	Cost
Epson Receipt/Validator	1	\$700.00	\$700.00
Credit Card Swipe Device	2	\$125.00	\$250.00
Motorola Bar Code Scanner	1	\$100.00	\$100.00
Peri-Point	1	\$250.00	\$250.00
Pervasive SQL - Workgroup Engine	2	\$125.00	\$250.00
Edmunds GovTech is a reseller of the hardware components listed, the cost of these items are NOT included in the proposal total. Please include the quantity of each item desired with the cost on the purchase order to ensure accurate purchasing.			
Expire 3/24/2020			
Sub Total			\$500.00

Please forward all Purchase Orders to:

Edmunds & Associates, Inc.
c/o Melanie Rowan
301 Tilton Road | Northfield, NJ 08225
P: 888.336.6999 | F: 609.645.3111
Email: MelanieR@EdmundsGovTech.com
www.EdmundsGovTech.com

Proposal Notes:

Remote training proposed.


Finance Officer
11/26/2019

www.EdmundsGovTech.com

Page 2 of 2

2 of 2

Moved by: Council Member Locklear
Seconded by: Mayor Pro Tem Castleberry

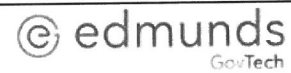
Approved the Edmunds GovTech Permitting & Code Enforcement I Software Module.

CARRIED UNANIMOUSLY

c) Discussion and Consideration of Approving the 2020 Edmunds GovTech Annual Support & Maintenance Agreement

Ms. Batten explained that this is the annual contract that is sent to confirm that backups are being performed on financial software and provides annual support and maintenance. She noted that this Support & License agreement increased 3.2% and was the first increase since 2009. Council Member Bruton question if the cost of this agreement had been already included in the FY2020 Budget. Ms. Batten confirmed that it had been included. No further discussion.

The Approved 2020 Edmunds GovTech Annual Support and Maintenance Agreement appears as follows:



2020 Annual Support Maintenance Services

Client Support Services

- Phone support with priority resolution escalation
- EGT is staffed with Certified Finance Officers & Tax Collectors
- Remote desktop access for support inquiries & resolution
- E-mail & chat for support inquiries
- Technical issue resolution for MCSJ software operation
- MCSJ report printing resolution
- Client voting for Software Enhancements in "The User Voice" community forum
- Software system enhancements at no additional cost
- State mandated changes at no additional cost
- Federal mandated changes at no additional cost

Software Updates, New Products & Development

- MCSJ Enhancements to Version 2019.2 ready now
- Parks and Recreation, Land Management, Animal Control Shelters, Permitting Self-Service and Fleet Management
- Resident Self-Service & Employee Self-Service Portal Enhancements
- Mobile Apps/Portals - MCSJ My Town, Requisition, Attendance Maintenance, Meter Management, Inspection, Work Order, Permitting Self-Service, Vendor Self-Service Dashboard, Resident Self-Service, Web Inquiry & Payment Portal

Client Support Website Access

- Knowledge base & FAQ's
- Helpful hints
- Video tutorials
- Software system & technical documentation

Client Services

- More than 200 webinars/video tutorials every year
- E-mail alerts & notification of statutory changes
- End of year documentation and procedures
- FAQ automated responses
- Periodic notifications of quarterly and/or yearly tasks
- User group virtual webinar meetings at no cost
- 24/7 access to downloadable system patches and updates

301 Tilton Road, Northfield, NJ 08225
www.edmundsgovtech.com | 609.645.7333 | contact@edmundsgovtech.com

2020 MCSJ Software Support & License Agreement

To receive continued Application Software Support and MCSJ System upgrades from Edmunds GovTech (EGT), you must enter into this agreement.

1. Any defects in the EGT Application Software as determined by EGT will be corrected at no cost to the user provided the said defect is not the result of misuse, operator error, or is beyond the original requirements of the system specifications.
2. EGT is responsible for providing software support under this agreement only for its proprietary application software. This includes all MCSJ licensed products. Support for third party products, i.e.; Microsoft Office, UCAARS, etc. are not covered under this agreement and all phone or on-site support is a billable service. Our minimum hourly rate is \$150 with at least one-half hour billable.
3. EGT proprietary end user documentation, faq's, helpful hints, video tutorials and such are for client use only and not to be distributed.
4. Standard telephone support will be available from 8:00am to 5:00 pm EST, Monday through Friday excluding holidays.
5. Each user of EGT MCSJ software is required to have a high-speed connection. EGT will provide support, enhancements and instruction for our application software via the Internet. Lack of compliance that requires an on site visit is billable at the rate of \$ 150 per hour for each person and reasonable travel expenses.
6. EGT's liability, damages or remedy on any claim shall not exceed the original cost of the EGT MCSJ software system. In no event shall EGT be held liable for consequential, incidental, indirect, special, punitive or exemplary damages, for loss, damage or expense directly or indirectly arising from the client's inability to use our products.
7. No action arising from use of EGT's MCSJ software systems may be commenced more than 1 year after the basis for such claim could reasonably have been discovered.
8. EGT reserves the right to withdraw without penalty any EGT application software package from coverage at our sole discretion upon one-hundred-twenty (120) days notice.
9. This agreement must be signed and returned by December 31, 2019 for continued support. The effective date of this agreement is January 1, 2020 through December 31, 2020.

Client: Town of Archer Lodge

Authorized Representative:  11/5/19

Printed Name: Matthew B. Mulhollen, Mayor Date

092619

301 Tilton Road, Northfield, NJ 08225
www.edmundsgovtech.com | 609.645.7333 | contact@edmundsgovtech.com

2020 Minimum Recommended Back-up Procedures

*****CRITICAL REQUIREMENT*****

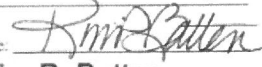
*Every year clients lose data due to ransomware, hardware failures and viruses.
Please take proper precautions to protect and backup your data.*

Edmunds GovTech strongly recommends performing regular backups on your MCSJ database. It is best to deploy a solution that backs up your data to a local media and off-site/cloud location as well so that it can be recovered in the event of a total loss. Edmunds GovTech offers a DataVault solution that automatically backs up your MCSJ data to the cloud daily.

Failure to follow these recommendations can greatly reduce our ability to help you recover from data loss. All consultations will be billable at our current hourly rate of \$150 per hour regardless of your hardware maintenance coverage plan. Please review the minimum suggested back up procedures listed below to help keep your data safe.

- ✓ The MCSJ database (mcsDB) should be backed up daily to separate media. One for each day of the week. This should not be done while users are in the system.
- ✓ Complete MCSJ directory back up should be done at least weekly.
- ✓ Media (tapes/flash drives/external HD) should be rotated and taken offsite.
- ✓ Monthly media should be archived for at least 3 months.
- ✓ Backups should be tested by being fully restored at least every 30 days to verify MCSJ is being successfully backed up. DO NOT test by restoring to the original location, this will overwrite your live database.

If activated the MCSJ application warns you if MCSJ data files have not been backed up in 4 days. It is the responsibility of each client to insure the success of these MCSJ data backups and including any other critical data is also being properly backed up.

Client name: Town of Archer Lodge Date: 11/5/19
Employee signature: 
Printed name: Kim P. Batten

Please make a copy for your records and distribute as necessary.

Please sign and fax back to 609-645-3111.

092619

301 Tilton Road, Northfield, NJ 08225
www.edmundsgovtech.com | 609.645.7333 | contact@edmundsgovtech.com

Moved by: Council Member Jackson

Seconded by: Council Member Locklear

Approved 2020 Edmunds GovTech Annual Support & Maintenance Agreement.

CARRIED UNANIMOUSLY

d) Discussion and Consideration of Approving a Resolution Adopting the 2020 Town Council Meeting Schedule (Resolution# AL2019-11-4a)

Mayor Mulhollem opened the floor for discussion. Council Member Bruton questioned the 2020 meeting schedule with some missing dates. Mr. Gordon offered an explanation regarding missing meeting dates.

Attorney Hewett noted that he would not be available on September 8, 2020 for the Regular Town Council Meeting. No further discussion.

The Approved Resolution# AL2019-11-4a Adopting the 2020 Town Council Meeting Schedule appears as follows:

RESOLUTION# AL2019-11-4a

TOWN OF ARCHER LODGE
RESOLUTION ADOPTING THE
2020 TOWN COUNCIL MEETING SCHEDULE

WHEREAS, the Archer Lodge Town Council exists to conduct the business of the citizens; and

WHEREAS, the Archer Lodge Town Council meetings are held the **first and third Monday of the month** at 6:30 p.m. in the Jeffrey D. Barnes Council Chambers, unless otherwise noted; and

WHEREAS, each meeting of the Archer Lodge Town Council is open to the public, except as provided by NC G.S. 143-318-.11; and

WHEREAS, the Archer Lodge Town Council may amend the yearly meeting schedule in accordance with NC G.S. 143-318.12:

TOWN OF ARCHER LODGE 2020 CALENDAR TOWN COUNCIL MEETINGS		
MONTH	REGULAR SESSION	WORK SESSION
January	Monday, Jan 6	* Tuesday, Jan 21 *
February	Monday, Feb 3	
March	Monday, Mar 2	Monday, Mar 16
April	Monday, Apr 6	Monday, Apr 20
May	Monday, May 4	Monday, May 18
June	Monday, Jun 1	Monday, Jun 15
July	* Monday, Jul 13 *	
August	Monday, Aug 3	
September	* Tuesday, Sep 8 *	Monday, Sep 21
October	Monday, Oct 5	
November	Monday, Nov 2	Monday, Nov 16
December	Monday, Dec 7	

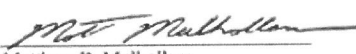
NOW, THEREFORE, BE IT RESOLVED that the Archer Lodge Town Council hereby adopts the 2020 Town Council Meeting Schedule as presented.

DULY ADOPTED ON THIS 4TH DAY OF NOVEMBER 2019 WHILE IN REGULAR SESSION.

ATTEST:

Kim P. Batten
Town Clerk




Matthew B. Mulhollem
Mayor

Moved by: Mayor Pro Tem Castleberry
Seconded by: Council Member Jackson
Approved Resolution# AL2019-11-4a adopting the 2020 Town Council Meeting Schedule.

CARRIED UNANIMOUSLY

- e) **Discussion and Consideration of Approving a Resolution Adopting the 2020 Holiday Schedule (Resolution# AL2019-11-4b)**
- No Discussion.

The Approved Resolution# AL2019-11-4b Adopting the 2020 Holiday Schedule appears as follows:

RESOLUTION# AL2019-11-4b

TOWN OF ARCHER LODGE
RESOLUTION ADOPTING THE 2020 HOLIDAY SCHEDULE

WHEREAS, it is the policy of the Town to follow the holiday schedule provided by the State of North Carolina for its employees; and

WHEREAS, the below 2020 Holiday Schedule was retrieved from the State of North Carolina website <https://oshr.nc.gov/state-employee-resources/benefits/leave/holidays#2020>

2020 Holiday Schedule		
Holiday	Observance Date	Day of Week
New Year's Day	January 1st	Wednesday
Martin Luther King Jr's Birthday	January 20th	Monday
Good Friday	April 10th	Friday
Memorial Day	May 25th	Monday
Independence Day	July 3rd	Friday
Labor Day	September 7th	Monday
Veterans Day	November 11th	Wednesday
Thanksgiving	November 26th & 27th	Thursday & Friday
Christmas	December 24th, 25th & 28th	Thursday, Friday & Monday

NOW, THEREFORE, BE IT RESOLVED that the Archer Lodge Town Council hereby adopts the 2020 Holiday Schedule as presented.

DULY ADOPTED ON THIS 4TH DAY OF NOVEMBER 2019 WHILE IN REGULAR SESSION.

ATTEST:

Kim P. Batten
Town Clerk

Matthew B. Mulhollem
Mayor

Moved by: Council Member Wilson
Seconded by: Council Member Locklear
Approved Resolution# AL2019-11-4b adopting the 2020 Town Council Meeting Schedule.

CARRIED UNANIMOUSLY

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

- a) **Attorney Hewett reminded the Town Council that their December 2019 Regular Council meeting will also be their Organizational Meeting for appointing Mayor Pro Tem and Town Attorney and conducting oaths of office for newly Elected Officials, Mayor Pro Tem and newly appointed Planning Board/Board of Adjustment members.**

Council Member Bruton reminded each participant to have someone prepared to hold the Bible while being sworn. No further comments.

7. TOWN ADMINISTRATOR'S REPORT:

a) 10th Anniversary Update

Mr. Gordon gave the following update:

- R.S.V.P., if you haven't, so caterer receives a total by Thursday, November 7, 2019.
- 10-Year Celebration Event agenda is finalized for Saturday, November 9, 2019 at 6:00 p.m. in the Archer Lodge Middle School Cafetorium.
- Former Mayor Pro Tem Carlton Vinson will provide a presentation on some history, along with photos, of the incorporation process of the Town of Archer Lodge.
- Clean-up volunteers following the event will be appreciated.

b) Interlocal Agreement between East Wake Television and PEG Media and the Town of Archer Lodge

Mr. Gordon anticipates the East Wake Television/PEG Media Board will finalize the Interlocal Agreement at their board meeting in December and then the agreement could be considered for approval at the Archer Lodge Town Council's Regular meeting on January 6, 2020.

He commended Tracy Pedigo, with East Wake Television/PEG Media, for his services to the Town and now due to an increase in their staff, the Town is receiving more reporting, and video/photography services.

8. PLANNING/ZONING REPORT:

a) Development Activity

Ms. Maybee reported the following development activity:

- As of November 4, 2019, there were 37 permits issued for 2019.
- There were 63 permits issued in 2018.
- Have responded to Developers/Citizen inquiries.
- Woodfin Subdivision is under construction.
- Harden Creek was recently approved by the Planning Board and NCDOT has approved a permit for the driveway to shift slightly.
- A Cape Fear Hazard Mitigation Plan is being developed by AECOM and the Town, along with Jo Co, participants. A meeting is scheduled for November 21, 2019 to review information and update plan.
- The Board of Adjustment will meet November 6, 2019 at 6:30 p.m. for two variance requests from the following addresses:
 1. 155 Tast Drive
 2. 861 Murphrey Road

b) Projects

Ms. Maybee reported the following projects:

- The 2020 New Construction Program, which ensures the U.S. Census Bureau's address list is complete and accurate, has been completed for Census Day, April 1, 2020.
- The 2020 Census information and deadlines has been posted on the Towns' Website and Social Media outlets to help educate the public.
- The Bicycle and Pedestrian Draft Plan has been received from AECOM and distributed at the Town Council/Planning Board Joint Work Session held on October 21, 2019. Meetings for a discussion on the draft plan are as follows:
 - Steering Committee - November 13, 2019
 - Town Council - November 18, 2019
 - Planning Board - November 20, 2019
 - Comments returned to AECOM - December 16, 2019

-
- Staff is updating the Town Website Planning and Economic Page to be more efficient.
 - The Subdivision Tracking System internal review has been completed.
 - Permitting/Code Enforcement Software, as previously mentioned, will advance the department to a technology friendly phase and much needed.
 - Exploring options for a Sewer Feasibility Study.
 - Reviewing the watershed ordinance provisions.
 - Proposing text amendments to comply with the NC General Statutes - Tentative dates are as follows:
 - Board of Adjustments Provisions - Planning Board Meeting – Nov. 20, 2019
 - Plat Certificates - Planning Board Meeting – Nov. 20, 2019
 - Commercial Design Standards - Planning Board Meeting – Nov. 20, 2019
 - Accessory Buildings - Planning Board – Jan. 2020
 - 160D Provisions Update - Effort ongoing
 - Mr. Gordon updated everyone on the status of the Archer Lodge, NC newly implemented address. Discussion followed.
 - Project W-5704E - Covered Bridge Rd. widening project start date has been extended to August 2022.
 - Project 80094 - Buffalo Rd. with curb, gutter and sidewalks project remains to construct in 2020 pending permission from the Chief Engineers Office regarding NCDOT's cash crunch issues.
-

c) Code Enforcement

Ms. Maybee reported on the following code enforcement items:

- Five portable signs removed from right-of-way.
- Complaints received on the following locations:
 - 420 Tafton Dr.
 - 359 Wyndfall Ln.
 - 179 Carrie Dr.
 - 144 Carrie Dr.
 - 104 Chatham Ct.

Discussion followed.

Ms. Maybee reminded Council of the upcoming Planning Board meeting on Wednesday, November 20, 2019 and is an open meeting.

9. VETERAN'S COMMITTEE REPORT:

a) Council Member Wilson reported the following:

- ALVM Site has been completed and the Dedication Ceremony is on Sunday, November 10, 2019 starting at 3:00 pm.
 - Site has been seeded with rye grass and sod grass is planned for Spring.
 - Anticipating 200+ attendees at the Dedication Ceremony.
 - Participants at the Dedication Ceremony will be the Corinth Holder ROTC along with two Bagpipers and Drummers.
 - Refreshments will follow the ceremony at the Archer Lodge Community Center.
-

10. MAYOR'S REPORT:

a) Mayor Mulhollem reported the following:

- Expressed gratitude for the address change and thought the number of views on the Town's Facebook account was incredible.
- Reminded everyone of Election Day, Tuesday, November 5, 2019
- Shared excitement to be included in the ALVM Dedication Ceremony

and commended the Archer Lodge Veteran's Memorial Committee, Former Mayor Gordon, and the Town Council for approximately five years of dedication, labor and support to make it possible.

- He also expressed sincere appreciation to the Johnston County Board of Commissioners for their financial support for the Veterans Memorial Project.
- He reiterated attending the upcoming Archer Lodge 10-Year Anniversary Celebration Event to be held on Saturday, November 9, 2019 as there are plans to recognize everyone that assisted with the incorporation process, plenty of food to enjoy and special gifts to distribute.

11. COUNCIL MEMBERS' REMARKS:

(non-agenda items)

- a) **Council Member Wilson added to Mayor Mulhollem's comments regarding the Archer Lodge Veterans Memorial committee and thanked all those "behind the scene" workers for their time and energy in raising money.**

-
- b) **Council Member Jackson shared the following upcoming events in Archer Lodge for November:**
- **Election Day**
 - **Town of Archer Lodge 10-Year Celebration**
 - **Archer Lodge Veterans Memorial Dedication Ceremony**
 - **Veterans Day**
 - **Christmas Celebration, Parade, Tree Lighting & Ginger Thompson Band will be performing, which is a continuation of the 10-Year Anniversary Celebration**
 - **Thanksgiving**

Also, he invited everyone to a Turkey Shoot being held just outside of the Town Limits that will benefit the White Oak Church Youth Missions, November 16th and 23rd, and possibly December. In closing, he reminded everyone that the Veterans Memorial Committee's Baby Blanket drawing will be held after the Christmas Parade on Sunday, November 23, 2019.

-
- c) **Council Member Locklear shared his appreciation to the Archer Lodge Veterans Memorial Committee for all their efforts and the Veterans Memorial was an awesome "Work of Art".**

He thanked the Archer Lodge Governing Body for the opportunity to serve and shared that everyone made him feel welcomed.

-
- d) **Mayor Pro Tem Castleberry shared the following:**
- **Thanked Council Member Locklear for serving on the Governing Body.**
 - **He reiterated Council Member Locklear's remarks regarding the Veterans Memorial Site being a "Work of Art" and thanked the Veterans Memorial Committee for their hard work.**
 - **He shared that November is National Adoption Month and expressed announcing it in November 2020. Mayor Mulhollem ask Ms. Batten to make a note for the Agenda in November 2020.**

-
- e) **Council Member Bruton noted that she would not be attending the 10-Year Anniversary Celebration due to other obligations, but has plans to attend the Archer Lodge Veterans Memorial Dedication Ceremony.**

She also thanked Council Member Locklear for his service on the Governing Body and was glad that he will be serving on the Planning Board.

12. CLOSED SESSION

- a) **Attorney Hewett ask for a motion to enter Closed Session to discuss the consideration of an award as permitted by § 143-318.11 (a)(2).**

Moved by: Council Member Jackson

Seconded by: Council Member Locklear

Approved to enter Closed Session at 7:50 p.m.

CARRIED UNANIMOUSLY

Moved by: Council Member Locklear

Seconded: Council Member Wilson

Approved to return to Open Session at 8:23 p.m.

CARRIED UNANIMOUSLY

13. ADJOURNMENT:

- a) **No further business.**

Moved by: Council Member Jackson

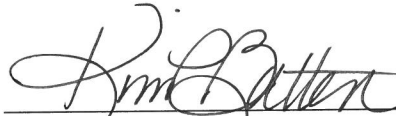
Seconded by: Council Member Locklear

Adjourned meeting at 8:24 p.m.

CARRIED UNANIMOUSLY



Matthew B. Mulhollem, Mayor



Kim P. Batten, Town Clerk

