

Work Session - Minutes Monday, April 15, 2019

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
Mike Gordon, Town Administrator
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:

- a) 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 OLD BUSINESS:

- a) **TJCOG's Request for Resiliency Discussion Regarding 5 Major Themes ~ Mark Wilson**
- **Aging Infrastructure**
 - **Flooding and Stormwater**
 - **Emergency Communication**
 - **Data/Information Security**
 - **Economic Development and Downturn**

Council Member Wilson open the floor for discussion as follows:

1. *Aging Infrastructure:*

- State owned roads within the Town of Archer Lodge.
- Roads are maintained by NCDOT.
- Road damage will affect the Town tremendously.

2. *Flooding and Stormwater:*

- No dams or bridges within the Town of Archer Lodge.
- NCDOT is contacting various contractors throughout the state for on-call emergency repairs after a disaster.
- Develop a good relationship with the County Utilities Department.
- Communicate damages to the Jo Co Emergency Operations Center (EOC).

3. *Emergency Communication:*

- Encourage citizens to sign up for Jo Co Alerts for Emergency Notifications, Johnston County's Primary Emergency Notification System.
- Town's website has an "Alert Banner" that runs across the homepage to notify the public in case of an emergency.

4. *Data/Information Security:*

- Town's new website <https://www.archerlodgenc.gov> is a secure website.
- Town offers one public Wi-Fi with a guest password.
- Financial Software is offsite as well as backups.
- Employee store documents in the cloud.

5. Economic Development and Downturn:

- An economic downturn would affect Ad Valorem Taxes.
- Currently the Town doesn't own any infrastructure for natural gas, sewer, rail or roads.
- Long-term thoughts - increasing population will increase future needs for law enforcement, fire protection and additional parks and recreation which create additional expenditures for the Town.
- Less economic development due to lack of public sewer system.

Council Member Wilson reminded Council that the TJCOG's idea with this "brainstorming exercise" is to develop a regional approach for resiliency with shared responsibilities between Counties, Municipalities and the Major Utility Companies. Mayor Mulhollem thanked him for representing the Town and gathering the information for the TJCOG Board. He advised everyone to reach out to Mr. Wilson with any other ideas.

b) Mayor Mulhollem reminded everyone of the upcoming meetings/events.

Meeting Reminders:

Town of Archer Lodge Planning Board Meeting

When: Wednesday, April 17th

Where: Jeffrey D. Barnes Council Chambers, AL Town Hall

Time: 6:30 p.m.

Good Friday, April 19th

Town Hall Closed in Observance of Easter

Clayton Town Hall Event

When: Thursday, May 2nd

Where: Clayton Town Hall Council Chambers

Time: 6:00 p.m.

Town of Archer Lodge Regular Council Meeting

When: Monday, May 6th

Where: Jeffrey D. Barnes Council Chambers, AL Town Hall

Time: 6:30 p.m.

In addition, Council Member Wilson reminded everyone of the AL Veterans Memorial Committee Biscuit Sale on Friday, April 19, 2019 and Council Member Bruton reminded everyone of the Bicycle/Pedestrian Public Meeting being held on Wednesday, May 8, 2019 at 6:30 p.m. located at the Archer Lodge Community Center.

3 NEW BUSINESS:

a) Proclamation - 2019 Litter Sweep in Johnston County

Mayor Mulhollem recognized Council Member Jackson for his numerous years of participation in the Litter Sweep at White Oak Baptist Church and the Neuse River Cleanup, and others that have participated in neighborhood cleanups. He encouraged citizens to become involved in making the community cleaner.

Council Member Jackson announced that the Litter Sweep at White Oak Baptist Church will be held Saturday, April 27, 2019 and everyone should meet in the parking lot at 10:00 a.m. if they would like to participate. Mayor suggested posting the Litter Sweep on the Town's Social Media outlets.

Mayors in Johnston County proclaimed April 13-27, 2019 as the 2019 Litter Sweep. Mayor Mulhollem read the Proclamation aloud and appears as follows:

PROCLAMATION

Litter Sweep 2019

in Archer Lodge, Benson, Clayton, Four Oaks, Kenly, Micro, Pine Level,
Princeton, Selma, Smithfield and Wilson's Mills
North Carolina

WHEREAS, the North Carolina Department of Transportation organizes an annual roadside cleanup campaign to ensure clean roadsides throughout our State; and

WHEREAS, the NCDOT Spring Litter Sweep campaign has been planned for April 13 - April 27, to clean our roadsides, help educate the public about the harmful effects of litter on the environment and give every organization the opportunity to take responsibility for cleaner roads in Johnston County; and

WHEREAS, in Johnston County, the Municipalities of Archer Lodge, Benson, Clayton, Four Oaks, Kenly, Micro, Pine Level, Princeton, Selma, Smithfield and Wilson's Mills will participate in a countywide Litter Sweep on April 13th or other day designated by the Municipality to clean up roadways and other public areas; and

WHEREAS, leaders of each of these participating Municipalities will bring together family, friends, civic leaders, business owners and community partners to assist with beautifying each Municipality; and

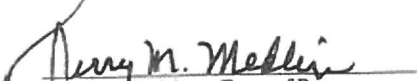
WHEREAS, the great and natural beauty of our Municipalities and clean environment are sources of great pride for all Johnston County citizens, attracting tourists and aiding in recruiting new industries; and

WHEREAS, the cleanup will increase awareness of the need for cleaner roadsides and public areas, emphasize the importance of not littering and encourage recycling of solid wastes; and

WHEREAS, the 2019 Spring cleanup will improve the quality of life for all of Johnston County and North Carolina and will help promote the North Carolina Adopt-A-Highway program.

NOW, THEREFORE, Matt Mulhollem Mayor Town of Archer Lodge, Jerry Medlin Mayor of the Town of Benson, Jody McLeod Mayor of the Town of Clayton, Linwood Parker Mayor of the Town of Four Oaks, Bonnie Williamson Mayor of the Town of Kenly, Jay Warren Mayor of the Town of Micro, Jeff Holt Mayor of the Town of Pine Level, Don Rains Mayor of the Town of Princeton, Cheryl Oliver Mayor of the Town of Selma, M. Andy Moore Mayor of the Town of Smithfield and Jim Uzzle Mayor of the Town of Wilson's Mills do hereby proclaim April 13th - 27th as Litter Sweep in our respective Municipalities and encourage all citizens to take an active role in making their communities cleaner.

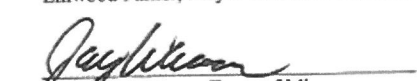

Matt Mulhollem, Mayor Town of Archer Lodge

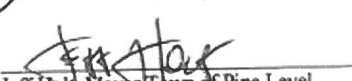

Jerry Medlin, Mayor Town of Benson

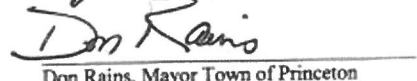

Jody McLeod, Mayor Town of Clayton

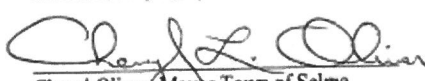

Linwood Parker, Mayor Town of Four Oaks


Bonnie Williamson, Mayor Town of Kenly


Jay Warren, Mayor Town of Micro


Jeff Holt, Mayor Town of Pine Level


Don Rains, Mayor Town of Princeton


Cheryl Oliver, Mayor Town of Selma


M. Andy Moore, Mayor Town of Smithfield


Jim Uzzle, Mayor Town of Wilson's Mills

b) March 31, 2019 Financials & Year-to-Date Comparison (FY18 compared to FY19)

Ms. Batten shared the financial summary for all funds ending March 31, 2019. She mentioned that the fiscal year was 75% complete and revenues in the General Fund were approximately 81% collected. The debt service was paid during the month of March making the expenditures greater than revenues for the month but not for the year. Expenditures for the year were approximately 76% and on target for the fiscal year. Also, she remarked that the investment earnings in both the Capital Reserve Fund and the Park Reserve Fund continue to grow due to the economy. The Town Hall Expansion Project progresses with acquiring additional fixtures, small equipment and furnishings.

In comparing March 2018 with March 2019, Ms. Batten noted that the net amount in March 2019 between revenues and expenditures was approximately \$10,400 less than in March 2018, but revenues exceeded expenditures in both years. No further comments or discussion.

c) **Budget Amendment (BA 2019 04)**

Ms. Batten provided justification for the proposed Budget Amendment (BA 2019 04) for the General Fund, Capital Reserve Fund and Park Reserve Fund. Since there were no concerns or comments, Mayor ask that the Budget Amendment (BA 2019 04) be placed under the Consent Agenda for the May 6, 2019 Regular Council meeting for adoption.

Budget Amendment (BA 2019 04) appears as follows:

Budget Amendment		BA 2019 04		
Town of Archer Lodge				
Fiscal Year Ending		06/30/19		
Budget Amendment		BA 2019 04		
Date		06-May-19		
<u>General Fund/Capital Reserve Fund/Park Reserve Fund</u>				
Account	Account Number	Budget	Amendment	Amended Budget
Revenues:				
Gen Fund: 2011 Vehicle Taxes	10-3111-0120	-	3.00	3.00
Gen Fund: 2013 Vehicle Taxes	10-3113-0120	-	1.00	1.00
Gen Fund: 2017 Property Taxes	10-3117-0000	-	1.00	1.00
Gen Fund: 2018 Vehicle Taxes	10-3118-0120	90,000.00	4,000.00	94,000.00
Gen Fund: Penalties and Interest	10-3180-0000	1,200.00	600.00	1,800.00
Gen Fund: Article 39 1% Sales Tax	10-3239-0000	72,000.00	15,000.00	87,000.00
Gen Fund: Article 40 1/2% Sales Tax	10-3240-0000	47,000.00	7,000.00	54,000.00
Gen Fund: Article 42 1/2% Sales Tax	10-3242-0000	37,000.00	8,000.00	45,000.00
Gen Fund: Article 44 NCGS 105-524 Sales Tax	10-3244-0524	8,000.00	3,000.00	11,000.00
Gen Fund: Permits and Fees	10-3340-0000	4,000.00	3,000.00	7,000.00
Gen Fund: Fund Balance	10-3990-0000	46,250.00	(23,005.00)	23,245.00
Total Increase (Decrease) in Revenues		17,600.00		
Expenditures:				
Admin: Codification	10-4120-2700	2,000.00	1,000.00	3,000.00
Admin: Social Media Services	10-4120-3360	4,750.00	250.00	5,000.00
Admin: Insurance Prop & Liab	10-4120-4500	4,500.00	1,500.00	6,000.00
Public Bldg: Professional Services	10-4190-1900	15,000.00	2,500.00	17,500.00
Public Bldg: LP Gas	10-4190-3320	1,500.00	500.00	2,000.00
Public Bldg: Electric	10-4190-3330	4,000.00	1,000.00	5,000.00
Public Bldg: Contracted Services	10-4190-3500	14,150.00	850.00	15,000.00
Public Safety: Contracted Services - ALVFD	10-4300-3500	258,000.00	7,000.00	265,000.00
Parks & Rec: Professional Services	10-6120-1900	26,250.00	13,000.00	39,250.00
Transfer to Park Reserve Fund 31	10-9900-0031	211,000.00	(10,000.00)	201,000.00
Total Increase (Decrease) in Expenditures		\$ 17,600.00		
		\$ -		
Justification for Budget Amendment:				
To appropriate or reappropriate unanticipated revenues and expenditures as recorded.				
Adopted this 6th day of May 2019				
ATTEST:		Matthew B. Mulhollem, Mayor		
Kim P. Batten, Town Clerk		Teresa M. Bruton, Budget Officer		

d) Ordinance(s) Discussion & Review

Mr. Gordon began a follow-up discussion from the 2019 Budget Planning Retreat regarding a Noise Ordinance and a Firearm Ordinance. Due to multiple complaints in the Town limits, he shared handouts with Council from the Johnston County, NC Code of Ordinances, Chapter 16 - Offenses and Miscellaneous Provisions and Article II - Noise, Sec. 12-32 – Loud and Disturbing Noise. Mr. Gordon opened the floor for discussion.

Comments are as follows:

- Mr. Gobble recommended to create ordinances that address problems which currently pertain to noise, explosives, and firearms. In addition, he suggested future subdivisions should require their HOA restrictive covenants prohibit the discharge of firearms.
- Attorney Hewett agreed that the Town could create an ordinance that would require future subdivision developers to include, as part of the subdivision approval process, a restrictive covenant prohibiting the discharge of firearms. He further advised that the ordinance could be site specific or broad.
- Mayor Mulhollem commented that the majority of complaints stem from subdivisions and recommended that the Town focus their attention in those areas.
- Mr. Clark suggested creating an ordinance to prohibit firearms in Single Family Residential Neighborhoods only for health and safety reasons.

Mayor Mulhollem ask Staff and Council to do some research for the May 20, 2019 Work Session. Mr. Gordon asked Council to contact him with any questions or findings prior to the Work Session.

4 ADJOURNMENT:

- a) Having no further business, Mayor Mulhollem adjourned the meeting at 8:40 p.m.**
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Matthew B. Mulhollem, Mayor



Kim P. Batten, Town Clerk

