



Regular Council - Minutes Monday, February 3, 2020

COUNCIL PRESENT:

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

STAFF PRESENT:

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

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, Archer Lodge, 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 ask for a motion to:

- 1. Add Item 6b - Discussion and Consideration for Authorizing the Town Administrator to act on behalf of the Archer Lodge Town Council regarding Contractual Agreements for the Town of Archer Lodge**
- 2. Replace Item 11 - Veteran's Committee Report with Mayor's Report and so forth, since there is no Veteran's Committee Report**

Moved by: Council Member Wilson

Seconded by Council Member Jackson

Approved Agenda with Changes Noted Above.

CARRIED UNANIMOUSLY

3. OPEN FORUM/PUBLIC COMMENTS:

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

- #### **a) Mr. Neal Brantley of 4796 Covered Bridge Road, Archer Lodge, NC encouraged everyone to exercise their right to vote during the 2020 Primary Election on March 3rd.**

4. **CONSENT AGENDA:**

- a) **Approval of Minutes:**
04 Nov 2019 Regular Council Meeting Minutes
18 Nov 2019 Work Session/Public Hearing Minutes

Moved by: Council Member Wilson
Seconded by: Mayor Pro Tem Castleberry
Approved Consent Agenda.

CARRIED UNANIMOUSLY

5. **RECOGNITION/PRESENTATION:**

- a) **Proclamation - ALL IN RED WEEK**
Friday, Feb. 7 - Feb. 14

Mayor Mulhollem proclaimed Friday, February 7, 2020 as the start of an 8-day County Wide Heart Awareness Campaign called "ALL IN RED" by reading the following Proclamation:



Proclamation



WHEREAS, February 7, 2020 marks the launch of an 8-day County wide heart health awareness campaign called "ALL IN RED WEEK," presented by Johnston Health and Dr. Eric Janis & the Janis Family Fund, and organized by the Johnston Health Foundation; and

WHEREAS, heart disease is the leading cause of death in the United States, North Carolina and Johnston County; and

WHEREAS, per the Center for Disease Control and Prevention (CDC), 80% of cases are preventable through education, resources and prevention; and

WHEREAS, per the 2019 Johnston County [Community Health needs Assessment](#), significant health needs identified are: Access to Health Services, Economy, Exercise, Nutrition & Weight and Heart Disease & Stroke; and

WHEREAS, per the 2019 Johnston County [Community Health needs Assessment Implementation Plan](#), Heart Disease and Stroke are on the top 5 health priorities in this county; and

WHEREAS, education for early screening and access to resources for quality treatment is important; and

WHEREAS, the financial challenges of a heart patient in need is enormous and assistance from individuals and organizations will go a long way; and

WHEREAS, the campaign invites all of Johnston County and Town residents, business owners and visitors to participate in this initiative by **wearing RED on Friday, February 7, 2020** which is National Wear Red Day; and

WHEREAS, all funds raised within this campaign period will benefit local heart patients in need through the Johnston Health Foundation's Heart Fund; and

WHEREAS, the ALL IN RED WEEK supports Johnston Health's mission to improve the lives of the people in its communities, and the Johnston Health Foundation's mission to "Bridge the gap to provide quality healthcare close to home"; and

WHEREAS, the ALL IN RED WEEK is an opportunity to increase heart health awareness and the growing needs of local heart patients, and to encourage support not just from our county, but from residents in neighboring communities; and

WHEREAS, on this day, we recognize heart disease and stroke survivors, those battling the disease, their families who are their source of love and encouragement, and applaud the efforts of our medical professionals who provide quality care; and

NOW, THEREFORE, by the Honorable Mayor and the Archer Lodge Town Council, do hereby encourage businesses and citizens in our community to support and participate in this event and proudly proclaim the week of February 7 – 14, 2020

ALL IN RED WEEK

Duly proclaimed this 3rd day of February 2020,
while in regular session.

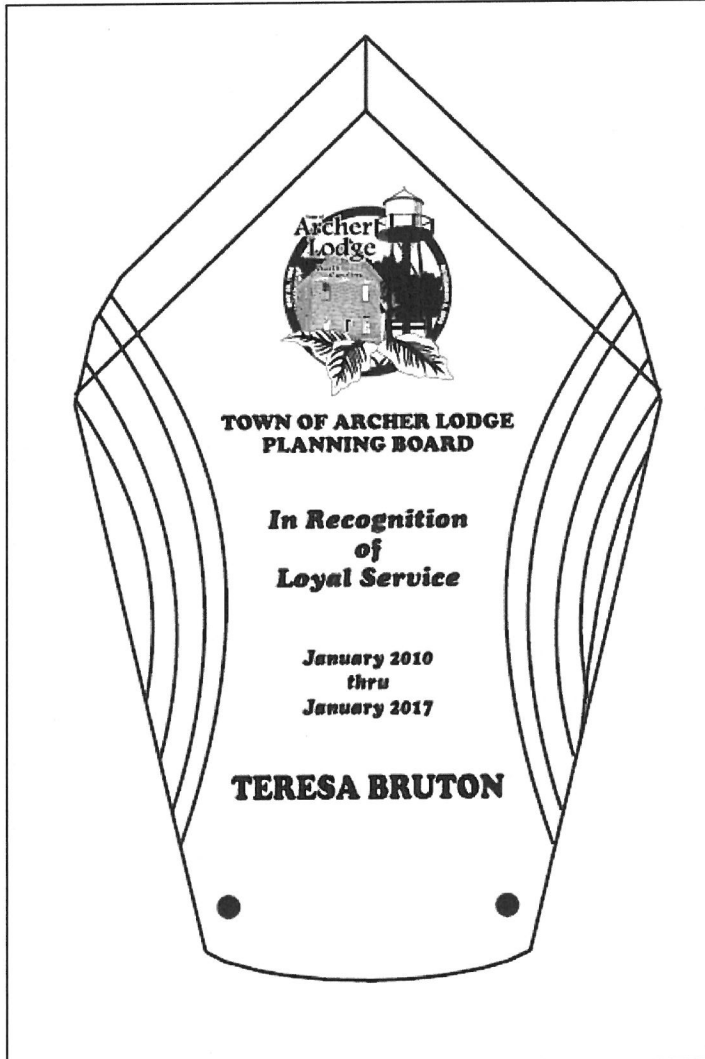

Matthew B. Mulhollem
Mayor

Moved by: Council Member Jackson
Seconded by: Council Member Bruton
Adopted the "ALL IN RED WEEK" Proclamation.

CARRIED UNANIMOUSLY

b) Recognition

Mayor Mulhollem expressed sincere appreciation to Mrs. Teresa Bruton who currently serves as a Council Member and Budget Officer for the Town but formerly served as Chairman on the Planning Board from 2010 - 2017. Mayor Mulhollem presented her a Plaque of Appreciation and appears as follows:



Everyone applauded.

6. DISCUSSION AND POSSIBLE ACTION ITEMS:

a) Discussion and Consideration of Appointing Joyce Lawhorn, Deputy Clerk, as the Secretary to the Board of Adjustment and the Planning Board

(Ref: Code of Ordinances Town of Archer Lodge, NC, Chapter 2, Article II, Division 2, Sec. 2 - 44)

(Ref: Code of Ordinances Town of Archer Lodge, NC, Chapter 2, Article II, Division 3, Sec. 2 - 87)

Ms. Maybee shared that Joyce Lawhorn, Deputy Clerk for the Town, was recommended to serve as Secretary for both the Board of Adjustment and the Planning Board. No further discussion.

Moved by: Council Member Wilson

Seconded by: Mayor Pro Tem Castleberry

Appointed Joyce Lawhorn to Serve as Secretary for both the Town of Archer Lodge Board of Adjustment and the Planning Board.

CARRIED UNANIMOUSLY

b) **Discussion and Consideration for Authorizing the Town Administrator to act on behalf of the Archer Lodge Town Council regarding Contractual Agreements for the Town of Archer Lodge.**

Due to the Town park, sewer feasibility study, planning and zoning text amendments, contracts and agreements soon, Mr. Gordon suggested the Town Council authorize him to make decisions regarding Contractual Agreements on the behalf to facilitate these processes. Discussion followed.

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

Authorized the Town Administrator to Act on Behalf of the Archer Lodge Town Council Regarding Contractual Agreements for the Town of Archer Lodge.

CARRIED UNANIMOUSLY

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

Rescinded Motion.

CARRIED UNANIMOUSLY

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

Authorized the Town Administrator to Act on Behalf of the Archer Lodge Town Council Regarding Budgeted Contractual Agreements for the Town of Archer Lodge.

CARRIED UNANIMOUSLY

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

a) **Attorney Hewett mentioned the following:**

- Reminded everyone of the 2020 Primary Elections and encouraged registering to vote and voting.
- Since the Brough Law Firm will be assisting Ms. Maybee with updating the Town Ordinances, there will be changes upcoming; therefore, he advised to read the revisions in depth for consistency with the Town of Archer Lodge Ordinances, prior to adopting.

Discussion followed.

8. **TOWN ADMINISTRATOR'S REPORT**

a) **Mr. Gordon reported the following:**

- He, along with Council Member Jackson and Council Member Purvis, attended the Essentials of Municipal Government at the UNC School of Government, which was very educational.
- The Park storage house was inspected by an historical building inspector and he'll determine the feasibility of the structure for park use.
- Upcoming meeting with Susan Hatchell, Landscape Architect for the Town Park, to discuss her proposal for Town Park Project.
- Applying for the Johnston County Open Space Grant of \$218,000 which will require a 5% match from the Town and the application is due Monday, February 17, 2020. If awarded, the Town must spend funds within a three-year period. Discussion followed. The Town Council agreed that any grant proceeds, if awarded, should fund a picnic shelter at the new Town Park.

9. FINANCIAL/TOWN CLERK'S REPORT:

a) Courses

- **UNC SOG: Ethics 2-hour Webinar**
- **NCLM: New School for Mayors**
- **NCLM: New Academy for Elected Officials**

Ms. Batten noted the following:

- Ethics Webinar has been purchased so please complete as soon as possible.
- Recommended Council Members attend either 1) New Mayor School or 2) New Elected Officials Class on Thursday, February 6th presented by the NCLM in Greenville, NC and please advise her by Wednesday, February 5th allowing her time to register.

b) Council Pictures

Ms. Batten announced that a photographer will be at the April 6th Town Council Meeting to get a new Town Council portrait for the Jeffrey D. Barnes Council Chambers and individual pictures for our website.

10. PLANNING/ZONING REPORT:

a) Development Activity

Ms. Maybee reported the following:

- Staff has five zoning permits pending approval by Johnston County Environmental Health which are approximately five weeks behind schedule.
- Continuing to respond to Developers/Citizens inquiries.
- Attended Johnston County Growth Management Meeting on January 23rd.
- Responded and identified contacts for Hazard Mitigation Program.
 - FEMA requires local governments to develop and adopt a hazard mitigation plan as a condition for both applying for and receiving certain types of non-emergency disaster assistance.
- Continuing to work on Cape Fear Hazard Mitigation Plan.
 - Updating: Risk Assessment, Capability Assessment and Mitigation Action Plans.
- Update on Board of Adjustment Meeting held on January 15th as follows:
 - Elections: Chair John Oglesby and Vice Chair Teresa Romano.
 - Approved Minutes and Findings of Facts (To be recorded in the Register of Deeds Office) for 155 Tast Drive and 861 South Murphrey Road.
 - Approved 2020/2021 Goals for the Board of Adjustment.
- Update of the Planning Board Meeting held on January 15th as follows:
 - Elections: Chair John Oglesby and Vice Chair Teresa Romano.
 - Approved 2020/2021 Goals for the Planning Board.
 - Presented informational Training Module UNC School of Government regarding an overview of NC § Chapter 160D.

b) Projects

Ms. Maybee reported the following:

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- Decennial Census will be taking place in April 2020, with letters being mailed mid-March for everyone in the US and its' territories to respond in one of three ways: online, phone, or mail.
 - Bicycle and Pedestrian Plan Update:
 - Comments were sent back to AECOM on December 20, 2019 with a tentative date of Monday, March 2nd to present the Final Draft to Town Council.
 - Adding the Archer Lodge Zoning Map, Zoning Overlay Districts, Johnston County GIS Link and Archer Lodge Future Land Use Map to the Planning and Economic Town Website Page.
 - Town is moving forward with a sewer feasibility study.
 - Regarding the Edmunds Permitting Software, two phone conversations have transpired: an implementation conversation and a permit content conversation.
 - Staff held an Orientation meeting in January for new Planning Board Members.
 - Discussion of Text Amendments and a requirement of Plat Certificates before recording are tentatively being scheduled for the March 18th Planning Board Meeting.
 - Attended a workshop for Chapter 160D on January 16th.
 - Staff added a fillable Preliminary Plat Application form to the Town's website under the Planning and Zoning Department.

Discussion followed.

c) Code Enforcement

Ms. Maybee reported the following:

- Staff has a "While You Were Away" door hanger developed for inspections.
- Complaints:
 - One Lessee must obtain a permit from Town, pending Johnston County Environmental Health approval.
 - Two sign complaints pending resolution.
 - Four Code complaints pending resolution.
 - One Nuisance Abatement Citation referred to Town Attorney.

Discussion followed.

d) CAMPO Update

Ms. Maybee informed that a link to CAMPO has been added to the Planning and Zoning Department's page on the Town's Website.

11. MAYOR'S REPORT:

- a) Mayor Mulhollem read a card received from Mr. C. L. Gobble, former Town Consultant, expressing sincere appreciation and thanking the Council for the Resolution naming the Town Hall Conference Room the "*C. L. Gobble Conference Room*" and it read as follows:**

Mayor Matt Mulhollem and Archer Lodge Town Council,

Words can't begin to express my sincere appreciation for the resolution and naming of the conference room.

I was truly overwhelmed at the unveiling. This past twelve years has been a challenge and a joy, but the sincere effort of all the Council and both Mayors made it all worthwhile.

The future is bright for Archer Lodge because of the people involved, both elected and your staff. You have a fine team and I know together you will be successful.

I especially want to thank Mike Gordon for putting up with me, but we made great partners along the way.

Most importantly I consider the Archer Lodge Family my friends.

Thank you again and feel free to call anytime if I can be of service.

*Sincerely,
C. L. Gobble*

Mayor Mulhollem shared that Mr. Gobble had always used the Town Hall Conference Room as his office and naming it after him was perfect.

12. COUNCIL MEMBERS' REMARKS:
(non-agenda items)

- a) **Council Member Wilson shared that he will attend a TJCOG meeting Wednesday, February 5th in Durham and if anyone wishes to attend with him, may do so.**
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- b) **Council Member Jackson shared that, while he is an elected official, that he would not use an open meeting to complain about a citizen.**
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- c) **Council Member Purvis reminded everyone to exercise their right to vote either at Early Voting or on Election Day because "Every Vote Counts."**
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- d) **Mayor Pro Tem Castleberry reported that he attended the Johnston County Mayor's meeting, on behalf of Mayor Mulhollem, the Johnston County Economic Development meeting, and the Johnston County Growth Management meeting. He urged everyone to exercise their right to vote.**
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- e) **Council Member Bruton had no remarks.**
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13. ADJOURNMENT:

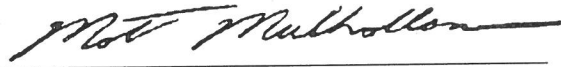
a) Having no further business.

Moved by: Council Member Jackson

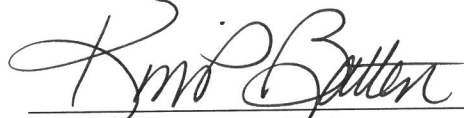
Seconded by: Council Member Purvis

Adjourned meeting at 7:55 p.m.

CARRIED UNANIMOUSLY



Matthew B. Mulhollem, Mayor



Kim P. Batten, Town Clerk

