



Regular Council - Minutes Monday, May 2, 2022

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
Marcus Burrell, 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. 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 changes or additions.

Moved by: Council Member Wilson
Seconded by: Council Member Jackson

Approved Agenda.

CARRIED UNANIMOUSLY

3. OPEN FORUM/PUBLIC COMMENTS:

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

a) No Public Comments.

4. DISCUSSION AND POSSIBLE ACTION ITEMS:

a) Discussion and Consideration of Adopting a Grant Project Ordinance for the State Capital and Infrastructure Fund (SCIF) Directed Grant ~ (Ordinance# AL2022-05-1)

Ms. Batten reported that a Grant Project Ordinance must be adopted in order to receive the State Capital and Infrastructure Fund (SCIF) Directed

Grant as was done for the ARPA Grant Funds. She noted that the SCIF directed grant funds would be in a separate fund and gave special thanks to NC House Representative Donna White for making these funds available to the Town. Mayor Mulhollem opened the floor for discussion. No discussion followed.

Mayor Mulhollem called for a motion to adopt the Grant Project Ordinance.

Adopted Grant Project Ordinance for the State Capital and Infrastructure Fund (SCIF) Directed Grant, Ordinance# AL2022-05-1 appears as follows:

ORDINANCE# AL2022-05-1

TOWN OF ARCHER LODGE
GRANT PROJECT ORDINANCE FOR THE
STATE CAPITAL AND INFRASTRUCTURE FUND (SCIF) DIRECTED GRANT

BE IT ORDAINED by the Town Council of the Town of Archer Lodge, North Carolina, that, pursuant to Section 13.2 of Chapter 159 of the General Statutes of North Carolina, the following grant project ordinance is hereby adopted:

Section 1.

This ordinance is to establish a budget for the SCIF grant project being funded by the North Carolina General Assembly's 2021 Appropriations Act, Session Law (SL) 2021-180, Committee Report Reference H49, Item 497 for Capital Improvements of Park Facilities and Land, as amended by SL-2021-189.

Section 2.

These funds may be used in accordance with the requirements set by the grant, and to the extent authorized by North Carolina state law.

Section 3.

The following amounts are appropriated for the project and authorized for expenditure:

SCIF Contracted Services	\$	850,250
Total	\$	850,250

Section 5.

The following revenues are anticipated to be available to complete the project:

SCIF Directed Grant	\$	850,000
Investment Earnings		250
Total	\$	850,250

Section 6:

The Finance Officer is hereby directed to maintain within the SCIF Grant Project Fund specific detailed accounting records to satisfy the requirements of the grantor agency, the grant agreements and any state regulations that may apply.

Section 7.

The Finance Officer is hereby directed to report on the financial status of the project as needed by the Town Council.

Section 8.

Copies of the grant project ordinance shall be on file with the Finance Officer and Town Clerk for direction in carrying out this project.

Section 9.

This grant project ordinance expires when all the SCIF funds have been expended by the Town.

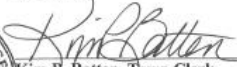
DULY ADOPTED THIS, THE 2ND DAY OF MAY 2022.

TOWN OF ARCHER LODGE

ATTEST:


Matthew B. Mulhollem, Mayor
(SEAL)




Kim P. Batten, Town Clerk

Moved by: Council Member Wilson
Seconded by: Mayor Pro Tem Castleberry
Adopted a Grant Project Ordinance for the State Capital and Infrastructure Fund (SCIF) Directed Grant, Ordinance# AL2022-05-1, as presented.

CARRIED UNANIMOUSLY

b) Discussion and Consideration of Adopting Budget Amendment for Fiscal Year Ending June 30, 2022 ~ (BA 2022 03).

Ms. Batten reported that this budget amendment was to create the SCIF Directed Grant Fund 43 as well as appropriating unanticipated investment earnings and reappropriating expenditures within the ARPA Fund 42 as shown. Mayor Mulhollem opened the floor for discussion. No discussion.

Mayor Mulhollem called for a motion to adopt Budget Amendment, BA 2022 03, as presented.

Adopted Budget Amendment (BA 2022 03) appears as follows:

BA 2022 03

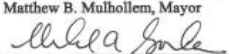
Town of Archer Lodge

Fiscal Year Ending June 30, 2022

Budget Amendment # BA 2022 03

Date: 02-May-22

General Fund/ARPA Fund/State Capital & Infrastructure Fund (SCIF) Grant

Account	Account Number	Budget	Amendment	Amended Budget
Revenues:				
Gen/State Capital & Infrastructure Fund (SCIF) Grant '22	10-3482-0000	-	850,000.00	850,000.00
ARPA/Investment Earnings	42-3831-0000	-	650.00	650.00
SCIF/Investment Earnings	43-3831-0000	-	250.00	250.00
SCIF/Transfer From General Fund	43-3900-3910	-	850,000.00	850,000.00
Total Increase (Decrease) in Revenues			1,700,900.00	
Expenditures:				
Gen/Interfund Transfers: Transfer to SCIF Grant Fund 43	10-9900-0043	-	850,000.00	850,000.00
ARPA/Professional Fees	42-4120-1900	-	5,900.00	5,900.00
ARPA/Capital Outlay	42-4190-5100	1,050,427.00	(650,427.00)	400,000.00
ARPA/Contracted Services	42-6120-3500	-	100,000.00	100,000.00
ARPA/Contracted Services-Construction	42-6120-3550	-	545,177.00	545,177.00
SCIF/Contracted Services	43-6120-3500	-	300,000.00	300,000.00
SCIF/Contracted Services-Construction	43-6120-3550	-	550,250.00	550,250.00
Total Increase (Decrease) in Expenditures			1,700,900.00	
			-	
Justification for Budget Amendment:				
To appropriate or reappropriate unanticipated revenues and expenditures as recorded.				
Adopted this 2nd day of May 2022				
ATTEST:  Kim P. Batten, Town Clerk			 Matthew B. Mulhollem, Mayor  Mike Gordon, Budget Officer	

Moved by: Mayor Pro Tem Castleberry
Seconded by: Council Member Purvis
Adopted Budget Amendment for Fiscal Year Ending June 30, 2022
(BA 2022 03) as presented.

CARRIED UNANIMOUSLY

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

- a) **Attorney Burrell reported the following:**
- **He and Ms. Maybee have revisited the ordinances regarding consolidating all violation fines for a more uniform charge across the board that will parallel to Johnston County's violation fee schedule. He noted that they are looking at presenting it to the Council Members at the next Council Meeting.**
 - **The cell tower company representatives that attended a prior Council Meeting are still interested in placing a cell tower in Archer Lodge. They submitted a preliminary draft lease to Attorney Burrell for review. He will be conferring with Mr. Gordon and Ms. Maybee regarding the draft lease.**

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

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

Cell Tower Company:

- He asked the Council for clarification on the type of cell tower they preferred, and Council Members confirmed that they were interested in a stealth tower. He assured the Council that the representative had agreed to install a stealth tower.
- He restated what Attorney Burrell mentioned earlier that the cell tower group was the same company that attended a prior Town Council Meeting.
- Mr. Gordon noted that Ms. Maybee was in the process of researching other cell tower companies and lease agreements.

Town Park Update:

- JM Daniels Construction is moving dirt in preparation for the park grounds.
 - The staff is working with Ms. Hatchell on plans for Phase 2 of the park.
 - Mr. Gordon is requesting quotes for a well, septic system, irrigation for fields, and in the future will be requesting quotes on a maintenance building/shelter.
 - He encouraged Council to visit the town park site.
-

7. **PLANNING/ZONING REPORT:**

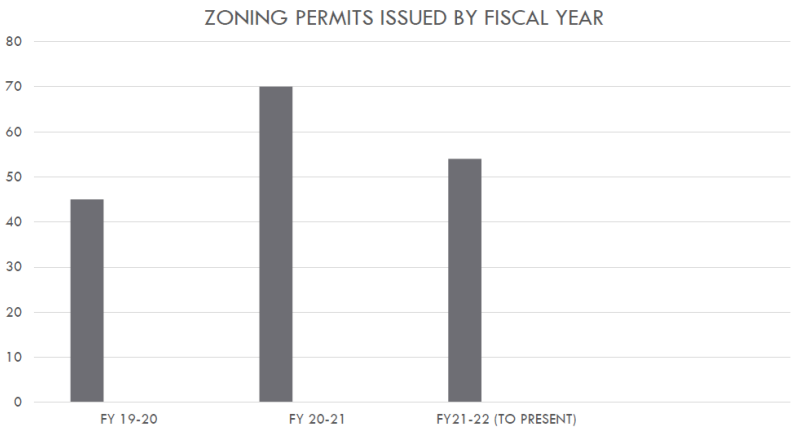
a) **Planning | Zoning | Projects | Updates**

Ms. Maybee presented a PowerPoint presentation which appears as follows:



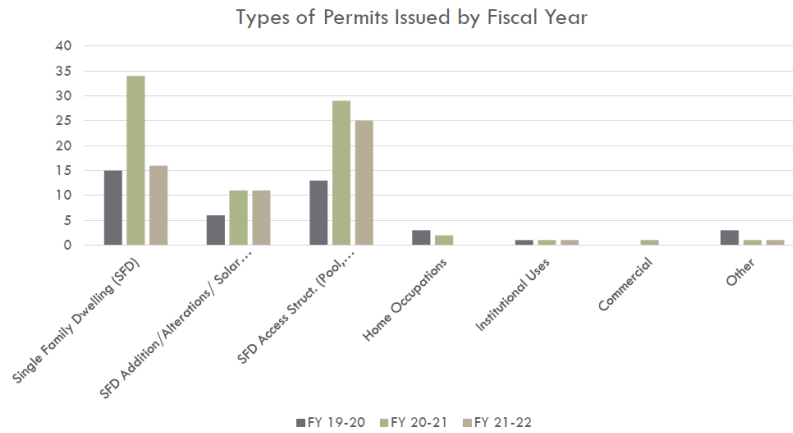
Zoning Permits

2



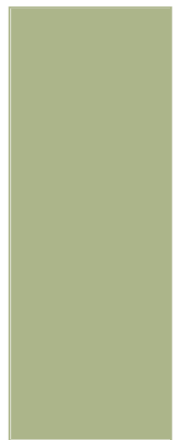
Permits Issued through 5.02.22

3



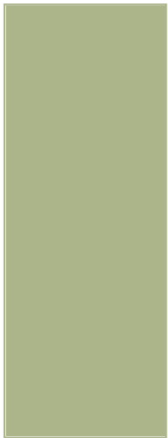
Recent Adopted Text Amendments

4

- 
1. Clarity regarding bona fide farms ([Approved 3-7-22](#))
 2. Simple and supermajority calculations for voting ([Approved 3-7-22](#))
 3. Digital signatures on plats allowed ([Approved 3-7-22](#))
 4. Limitation of gravel streets ([Approved 3-7-22](#))
 5. Subdivision requirements summary table ([Approved 3-7-22](#))

Recent Adopted Text Amendments

4

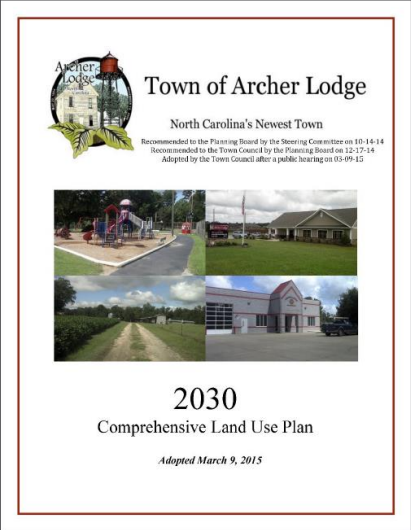


- 1. Clarity regarding bona fide farms (Approved 3-7-22)
- 2. Simple and supermajority calculations for voting (Approved 3-7-22)
- 3. Digital signatures on plats allowed (Approved 3-7-22)
- 4. Limitation of gravel streets (Approved 3-7-22)
- 5. Subdivision requirements summary table (Approved 3-7-22)

Updates

6

- Special Use Permit – Piedmont Natural Gas Co., Inc. – Gas Regulator Station (Covered Court) – Approved by the Town Council on 4/04/22 with conditions
- Watershed (Variance (Minor) Request- Jonathan & Kaylie Cox - 109 Darcy Dr., Archer Lodge – May 18, 2022 - Quasi-Judicial Hearing Scheduled before Board of Adjustment (aka as Watershed Review Board.)



LAND USE PLAN UPDATE

Discussed at Town Council 4.18.22 Work Session

Land Use Plan Observations

8

- ☐ 7 years old – update due
- ☐ Population/demographic data is from 2010
- ☐ Made some progress on plan objectives, including new UDO
- ☐ Continuing/accelerated growth rates
- ☐ Complete 540
<https://www.ncdot.gov/projects/complete-540/Pages/default.aspx>
- ☐ Clayton ETJ expansion

160 D Comprehensive Plan Update

9

Updates

1. April 18, 2022, Town Council Work Session Held
<https://townofarcherlodge.civicweb.net/Portal/MeetingInformation.aspx?Org=Cal&Id=252>
2. Follow up - Joint work session with Planning Board - July 2022 to discuss Comprehensive Plan Updates

Land Use Plan Update

10

- ☐ Reasons
- ☐ Tasks
- ☐ Next Steps

Land Use Plan Update - Reasons

11

□ Check in with Community on Vision and Mission

2030 Archer Lodge Comprehensive Land Use Plan

Chapter III: Where do we want to be?

A. Community Vision and Mission Statements

The first step in identifying what Archer Lodge would like to look like and be today and in the future is to create a community Vision Statement and Mission Statement. The Vision Statement articulates the type of community the Town is striving to become, the ideal destination. This Vision Statement builds on the community assets that were identified in the community survey and public workshop and looks to improve upon those areas that were identified as community challenges or weaknesses.

The next component is the Mission Statement. The Mission Statement defines the route required to arrive at the destination expressed in the Vision Statement. The Town's core values are expressed in both statements, creating a formula to fulfill those values.

Vision Statement

"Today and into the future the Town of Archer Lodge, will be a peaceful, family oriented, active community that looks to retain our small-town, agricultural character, meeting the needs of our current and future residents and businesses."

Mission Statement

"The Town of Archer Lodge is a community that honors and embraces its rich cultural heritage and past, pursues healthy living in the present and looks for opportunities of molding future growth into the town's core values. Archer Lodge is home to many natural resources and open-agricultural land. With an eye toward planning future growth the Town will protect these resources."

38

Land Use Plan Update - Reasons

12

□ Address contemporary issues

■ Traffic

■ Sewer

■ Area planning

A map showing the geographical relationship between Clayton Extraterritorial Jurisdiction (shaded in light blue) and Archer Lodge Corporate Limits (outlined in purple). Major roadways are shown as purple lines. The map is oriented with North at the top. Labels include 'Clayton Extraterritorial Jurisdiction', 'Archer Lodge Corporate Limits', and 'Major Roadways'.

Land Use Plan Update - Reasons

13

□ Changing conditions

A map of the Triangle Expressway project area in North Carolina. The map shows the project route (dashed red line) and various interchange locations. A legend titled 'INTERCHANGE LOCATIONS' lists the following:

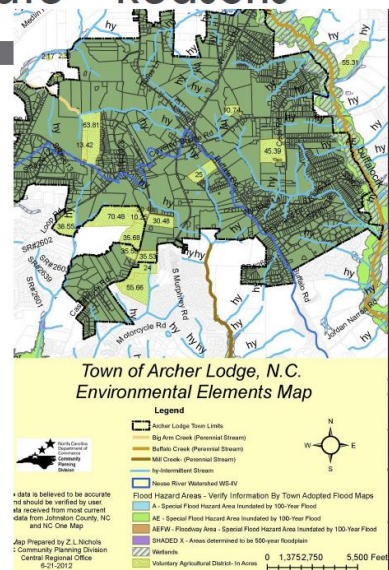
- ① I-40
- ② Hopson Road
- ③ Davis Drive
- ④ NC 54 / Chapel Hill Road
- ⑤ NC 540
- ⑥ NC 55 / Apex Highway
- ⑦ Green Level Road
- ⑧ US 66
- ⑨ Old US 1 / Salem Street
- ⑩ US 1
- ⑪ NC 55 Bypass

The map also shows major roads, cities (Raleigh, Cary, Morrisville, Apex, Wake Forest, Knightdale, Winston-Salem, Clayton), and the Triangle Expressway logo. A scale bar and north arrow are included.

Land Use Plan Update - Reasons

14

- Ensure adequate conservation measures are in place



Land Use Plan Update - Reasons

15

- 2020 Census data is available
- Can add some details on permitting trends
- Need to update the population projections

2030 Archer Lodge Comprehensive Land Use Plan

The second projection was made utilizing the geometric projection method. This projection method is based on previous percentage increases in population from prior censuses. The base percentage increase for this projection was derived by adding the percentage increases or decreases together for each census between 2010 and 2013 and dividing the resulting by 4 (the number of data points). The resulting number was then used to estimate the 2020 and 2030 populations. (2.5%)

Table 2.2: Town of Archer Lodge Population Projections (2020-2030)

Year	Constant Share Projection	Geometric Projection
2011 (Actual)	4,255	4,255
2020	5,381	5,480
2030	6,720	7,024
Growth Total	2,533	2,630

Sources: US Census Bureau - 2010

These estimates are merely projections, based on past trends, and vary due to dependent factors. The Constant Share Projection method is based on the growth of the County, which is expected to continue its trend of large population increases, due in part to the continual growth of the Raleigh-Durham metropolitan area. If the Town of Archer Lodge continues to retain its 2.5% average percentage of Johnston County's total population, it is probable that the Town will see a significant population increase, in excess of 2,630 people, in the next 20 years. These methods are based entirely on past trends in the Town of Archer Lodge population growth, measured in percentages and actual number of people. In reality, the actual population of the Town of Archer Lodge may vary from these projections based on numerous dependent factors such as voluntary annexation, job creation or loss, and development policy decisions.

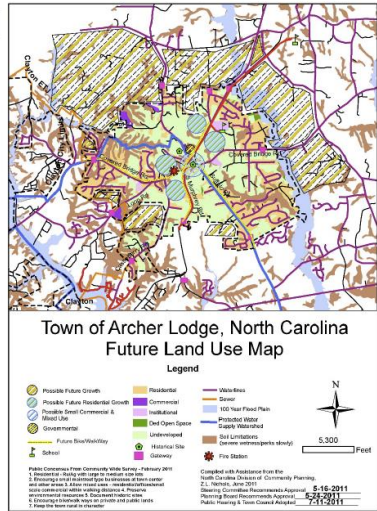


14

Land Use Plan Update - Reasons

16

- Ensure sufficient detail on land use classes



Land Use Plan Update - Tasks

17

1.

Town Council/Planning Board Work Session

Review and update areas of inquiry

2.

Data Update

Population, permitting, projections

3.

Public Forum

Vision, mission, top 3 future goals

4.

On-line Survey

Follow up on forum input

5.

Draft Text

6.

Adoption

Zoning Permits Update:

- Issued 54 permits this fiscal year versus 70 permits last fiscal year.
- The majority of the permits were approved for accessory buildings and solar panels.
- Almost all the permits for the recent new subdivisions have been issued.
- Issued permit for single-wide mobile home in mobile home park.
- Requests have been received for Bona Fide Farm uses.
- The process allowing digital signatures on permits and for the surveyors is helping to streamline the processes.
- Subdivision summary tables have been beneficial for clarification. People have expressed appreciation for having them available.
- Approved Piedmont Natural Gas Company's special use permit last month, but supporting documentation will be required before a zoning permit can be issued. She noted that information had been sent out to nearby property owners.
- The Board of Adjustment Review Board will have an upcoming special use permit (watershed) being considered on Darcy Drive for a minor variance due to exceeding the impervious surface. It will require a third-party engineer for certification of proper stormwater drainage.
- Working with Chad on the Comprehensive Land Use Plan updates and possibly presenting to the Town Council and Planning Board at the July 2022 Work Session for discussion.

b) Code Enforcement & Other Miscellaneous Items

Ms. Maybee shared a PowerPoint Presentation and the page regarding code enforcement and other miscellaneous items appears as follows:

Code Enforcement/Misc. Items

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☐ Animal Control Ordinance – Update

☐ Citations/Violations – Recommend Uniformity throughout Town Code.

☐ Public Nuisance – Follow up on ongoing enforcement efforts.

☐ NCDOT – Followed up with NCDOT on City wide speed limit information request.

☐ TCC MTG 5.5.22

☐ Southeast Area Study Kick off – 5.19.22 (Clayton Town Hall)

☐ Other

Ms. Maybee reported the following:

- The Town fee schedules are being updated to be consistent with the Johnston County fee schedule related to animal control citations.
- Text amendments for the fine violation revisions will be discussed at a future meeting.
- CAMPO - Technical Coordinating Committee (TCC) will be meeting remotely on Thursday, May 5, 2022, regarding the Southeast Area Study (SEAS)
- Followed up with NCDOT regarding a city-wide speed limit, they need further clarification as to whether it would be appropriate to lower the speed limit.

Discussion followed.

8. MAYOR'S REPORT:

a) Mayor Mulhollem reported the following:

- He participated with a group of 5 adults and 4 youths in the Adopt-A-Highway project on Saturday, April 23, 2022, and within a four-hour time span, they picked up 26 large bags of trash.
 - He mentioned that the drainage issues at the entrance of the Archer Lodge Community Center appear to be resolved. He thanked Staff and ALCC for requesting the repairs from NCDOT and JSmith Civil.
-

9. COUNCIL MEMBERS' REMARKS:

(non-agenda items)

a) Council Member Bruton had no remarks.

b) Council Member Wilson mentioned the substantial number of homes being built near Archer Lodge Middle School on Wendell Road nearing the stop light.

c) Council Member Jackson offered a bit of Archer Lodge trivia regarding Turnipseed Road being actually named after a family, but noted that Grasshopper Road was not. In addition, he advised the Board that he would not be available to attend any meetings in June, 2022, but could possibly be available remotely.

d) Mayor Pro Tem Castleberry mentioned traffic congestion in Town.

e) Council Member Purvis reminded everyone that Early Voting is underway at the Archer Lodge Community Center from 8:00 a.m. - 7:30 p.m., Monday - Friday. In addition, he stated that Family Fun Day at the Archer Lodge Community Center has been scheduled for Saturday, July 9, 2022, fireworks will be included.

10. CLOSED SESSION:

a) Attorney Burrell advised that pursuant to NCGS § 143.318.11 (a)(6), Council is authorized to enter into closed session to discuss personnel matters.

Moved by: Council Member Jackson
Seconded by: Council Member Purvis

Approved to Enter Into Closed Session at 7:16 p.m.

CARRIED UNANIMOUSLY

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

Approved to Return to Open Session at 7:28 p.m.

CARRIED UNANIMOUSLY

11. ADJOURNMENT:

a) **Having no further business, Mayor Mulhollem asked for a motion to adjourn meeting.**

Moved by: Council Member Wilson
Seconded by: Council Member Jackson

Adjourned meeting at 7:29 p.m.

CARRIED UNANIMOUSLY


Matthew B. Mulhollem, Mayor


Kim P. Batten, Town Clerk

