



Regular Council - Minutes Monday, February 3, 2025

COUNCIL PRESENT:

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

STAFF PRESENT:

Bryan Chadwick, Town Administrator
Marcus Burrell, Town Attorney
Jason Kress, Town Planner
Chris Allen, Parks & Recreation Director

COUNCIL ABSENT:

None

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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 recommended item 5F and 5G to be discussed at the Work Session Meeting.

After Item 6, add Town Administrator's Report.

After Item 10, add Closed Session for Personnel Discussion.

Moved by Council Member Wilson

Seconded by Council Member Castleberry

Motion to approve agenda as amended

CARRIED UNANIMOUSLY

3. OPEN FORUM/PUBLIC COMMENTS:

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

a)

Pete Barnes would like to discuss the Parks and Recreation plan to do with what they've got. He said that the park "is nice and all that". He also questioned if the Clerk and HR Position is in the hiring stage. Mr. Bryan Chadwick confirmed that it is not for hiring at this point. He also questioned

part-time employees and their benefits. Mayor Mulhollem informed Mr. Barnes that the topic of part-time benefits will be discussed later on and that the State made the decision to offer the benefits to part-time employees by general statute and that the Town does not have a choice. Teresa Bruton confirmed that the state was allowing the part-time employee to contribute, not that the Town would be paying for it. Mayor Mulhollem explained that it is an opportunity but not an action.

b)

Sonia Wolk, resident at 457 Ferrett Lane, mentioned that she purchased her home in 2009 a few days before the town was incorporated. Her statements included that now with the current state of the government, it seems that "everything is getting stirred up". She stated she knows that the budget for the Human Resources position has been established but hiring has not. She asked Council to consider that the financial burden being placed on the taxpayers in Archer Lodge that there is a freeze placed on hiring and consider that federal employees are going to exit their jobs and there may be people that are competent to take this position. She encouraged staff to put on many hats to make things work here in Archer Lodge. She stated her opinion on Parks & Recreation and grants. She said that the money in her opinion is placing a burden on the people of Archer Lodge. She shared that she is a veteran but does not agree with spending for another Veteran Memorial. She shared that she is a practical person and that there is a need to think about what the Town is doing financially. She mentioned the minutes and what the priority should be for the Council and the Town government. Her opinion is that there was no need for the park here in Archer Lodge nor inclusivity in the Town park.

4. **RECOGNITION/PRESENTATION:**

a) **Recognizing Terry Barnes for His Years of Service on the Planning Board**

Mayor Mulhollem recognized Terry Barnes for his time served on the Planning Board from February 2015 through December 2024. Mayor Mulhollem presented him with a plaque. Mr. Barnes thanked the Council and the staff for the gesture.

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

a) **Discussion and Possible Action of Approving an Alternate for the Capital Area Metropolitan Planning Organization (CAMPO)**

Mayor Mulhollem presented the possible action item. Council Member Bruton shared before a member is chosen that there was a survey taken at CAMPO and wanted to share that there is a potential change in the CAMPO meeting schedule that will be announced at the upcoming February meeting. Alternate chosen by council is Council Member Jackson.

Moved by Council Member Buzzelli

Seconded by Council Member Wilson

Motion to Approve Council Member Jackson as Alternate for CAMPO

CARRIED UNANIMOUSLY

b) **Discussion and Possible Action of Appointing the Town of Archer Lodge Representative for the Johnston County Economic Development Advisory Board**

Mayor Mulhollem presented the action item. Mayor Pro Tem Castleberry has served in this position for many years, Mayor Mulhollem asked if it was still in

his interest to continue as the representative. Mayor Pro Tem Castleberry confirmed he would like to continue as the representative. Mayor Mulhollem asked the Members of Council if there was any other person that would like to participate. There was no discussion.

Moved by Council Member Wilson
Seconded by Council Member Jackson

Motion to Appoint Mayor Pro Tem Castleberry as the Town of Archer Lodge Representative for the Johnston County Economic Development Advisory Board

CARRIED UNANIMOUSLY

6

c) Discussion and Possible Action of Adopting the Amended Fee Schedule

Chris Allen presented the amended fee schedule and shared that the only amendment is the addition of urban archery. Mr. Allen confirmed that based on the success of his current class that is ages 8-12 he is considering expanding to other age groups and adults. He reminded the Council that this Parks and Recreation addition is purely revenue for the Town as all equipment and training was through a grant to the department.

Moved by Council Member Jackson
Seconded by Mayor Pro Tem Castleberry

Motion to Include the Fee for Urban Archery in the Fee Schedule

CARRIED UNANIMOUSLY

[AMENDED FEE SCHEDULE 2024-2025 02.03.25](#)

d) Discussion and Possible Action of Approving the Parks & Recreation Master Plan

Bryan Chadwick presented a few updates from 2015 to 2025 from Mindy. Due to technical difficulties, Mindy was not able to join the Council meeting via Zoom. He shared that he had met with Chris Allen to discuss the addendums and the addition that was added to the master plan. Mr. Chadwick explained that he would share this documentation directly with the Members of Council. He shared that some of the goals of the master plan created in 2015 have remained the same as these are goals that have yet to be achieved; however, in this plan they have built upon the goals from the 2015 master plan to match growth with the Town and surrounding areas. Data was presented from the most recent Recreation Survey. Mr. Chadwick discussed that there can be a special meeting to be held on February 17th to ensure that Mindy can be present as well as the accessibility grant. The master plan must be updated before applications can be made to grants. Discussion followed. Council Member Buzzelli and Council Member Bruton voiced some concerns to be discussed at the special meeting. No action taken at this meeting. It is decided to hold a special meeting on the 17th at 5:00 p.m. and for proper notice to be given.

e) Discussion and Possible Action of Approving the Updated Supplemental Retirement Benefits Policy

Bryan Chadwick explained that the change is for the ability for part-time to participate in the retirement benefits. Mayor Mulhollem explained that it is completely optional and that there is no contributions from the Town. Council Member Bruton shared that in her opinion there is a contradiction to the Town personnel manual and the separate policy. Mayor Mulhollem mentioned that Council Members and Planning Board do not apply in the personnel manual. Discussion followed. It is decided to discuss the changes for personnel policy for March meeting.

f) Discussion and Possible Action of Approving the Town Clerk Job Description

Removed from Agenda.

g) Discussion and Possible Action of Approving the Human Resources Director Job Description

Removed from Agenda.

6. TOWN ATTORNEY'S REPORT:

a) Attorney Burrell had nothing to report.

7. TOWN ADMINISTRATOR'S REPORT:

a)

Bryan Chadwick shared that there has been some headway made with the minutes as Ms. Joyce Lawhorn previously and now Heather Johnson has been working on the minutes. He mentioned that there is some fine tuning that needs to be done in the regards to transferring the files. However, we are very close to being through the end of the year. Mr. Chadwick also shared an update on the farm house. Originally the buyer had been given 90 days to move the house, but now it seems that it is just too far for them to move.

8. TOWN PLANNER'S REPORT:

a) Planning Update

Jason Kress shared the recommendation from the Planning Board for the possible zoning amendment changes. The Planning Board was in agreement that there should be no manufactured homes or accessory dwelling units allowed in subdivisions, only in agricultural residential areas. He also shared that they were in agreement for the accessory structure size amendment that was discussed. Mr. Kress informed Council that he would be updating the language in the ordinances for their vote hopefully at the March meeting.

b) Animal Control Update

Mr. Kress informed council that there were 9 total enforcement actions and the town was billed \$298.75 for those services.

9. PARK AND RECREATION DIRECTOR'S REPORT:

a)

Chris Allen informed Council that flag football, baseball, and tee-ball registration has been extended through February 10th. Numbers were up for flag football and down for baseball and tee-ball by approximately 100 participants. Flag football is a county-wide activity. Currently there are 5 flag football teams. Popsicles in the park will return this summer and there will be an art addition to the program. He will inform council when a start date has been decided. There will be a softball camp, volleyball camp, and then there will be an addition to include soccer camp and basketball camp. Volleyball camp and softball camp will be held at Archer Lodge Middle School. Soccer camp will be held at the field at town hall. Basketball camp will be held at Riverwood. Mr. Allen reminded that with spring sports registration

closing on the 10th, all members of the council will be invited to attend the opening day on Saturday March 15th at the park. There will be games, food trucks, and other activities. He also reminded the Council that Johnston County Open Spaces will be wanted to get on the calendar to connect Archer Lodge to the Greenway. There was 317 acres donated to Johnston County and that will open this summer.

10. **MAYOR’S REPORT:**

a) **Mayor Mulhollem had no report.**

11. **COUNCIL MEMBERS’ REMARKS:**

- a)
- Council Member Wilson: Reminded everyone that there will be 6 more weeks of winter.
 - Council Member Jackson: Girl Scout Troop asked to lead the pledge of allegiance at a council meeting in the future and he will but them into contact with Mr. Chadwick. He also stated that he would be out of town for opening day.
 - Council Member Buzzelli: Shared that he enjoyed the budget retreat and that it was a good meeting.
 - Mayor Pro Tem Castleberry: No report.
 - Council Member Bruton: No report.

Moved by Council Member Buzzelli
Seconded by Council Member Jackson
Motion to Move to Closed Session

CARRIED UNANIMOUSLY

12. **ADJOURNMENT:**

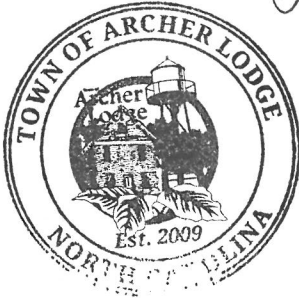
a) **With no further business, Mayor Mulhollem adjourned the meeting at 8:04 p.m.**

Moved by Council Member Jackson
Seconded by Council Member Buzzelli
Motion to Adjourn Meeting

CARRIED UNANIMOUSLY


Matthew B. Mulhollem, Mayor


Jenny Martin, Town Clerk



PARKS & RECREATION (continued)

PROGRAMS		
<u>Program</u>	<u>Residents</u>	<u>Non-Residents</u>
Adult Kickball (Team)	\$ 250.00	\$ 375.00
Softball Clinic	\$ 25.00	\$ 40.00
Basketball Camp	\$ 50.00	\$ 75.00
Football Camp	\$ 25.00	\$ 40.00
Volleyball Clinic	\$ 25.00	\$ 40.00
Corn Hole Tournament	\$ 50.00	\$ 75.00
Fall Youth Flag Football	\$ 50.00	\$ 75.00
Winter Basketball	\$ 50.00	\$ 75.00
Spring Baseball (JCLL) Tee ball	\$ 50.00	\$ 75.00
Spring Baseball (JCLL) 12U	\$ 70.00	\$ 105.00
Spring Baseball/Softball Senior 18U	\$ 90.00	\$ 135.00
Spring Softball (JCLL) 12U	\$ 70.00	\$ 105.00
Fall Baseball (JCLL) Tee ball	\$ 50.00	\$ 75.00
Fall Baseball (JCLL) 12U	\$ 70.00	\$ 105.00
Fall Baseball/Softball Senior 18U	\$ 90.00	\$ 135.00
Fall Softball (JCLL) 12U	\$ 70.00	\$ 105.00
Adult Softball (Team)	\$ 500.00	\$ 750.00
Winter Volleyball	\$ 50.00	\$ 75.00
Baby Sitting 101	\$ 100.00	\$ 150.00
Zumba	\$ 5.00	\$ 8.00
Yoga	\$ 5.00	\$ 8.00
Youth Cooking Class	\$ 40.00	\$ 60.00
Senior Chair Exercise	Free	Free
Senior Art Workshop	Free	Free
Adult Basketball (Team)	\$ 500.00	\$ 750.00
Summer Basketball	\$ 50.00	\$ 75.00
Introductory to Archery	\$ 40.00	\$ 60.00