



Regular Council - Minutes
Monday, April 1, 2024

COUNCIL PRESENT:

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

STAFF PRESENT:

Bryan Chadwick, Town Administrator
Marcus Burrell, Town Attorney
Kim P. Batten, Assistant Town Administrator/Finance Officer
Chris Allen, Parks & Recreation Director
Jenny Martin, Human Resources Officer/Town Clerk

COUNCIL ABSENT:

Mayor Mulhollem

MEDIA PRESENT:

None

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1. WELCOME/CALL TO ORDER:

a) Invocation

Mayor Pro Tem Castleberry called the meeting to order at 6:32 p.m. in the Jeffrey D. Barnes Council Chambers located at 14094 Buffalo Road, Archer Lodge, NC and declared a quorum present. Mayor Mulhollem was not in attendance due to a family matter. Council Member Jackson offered the invocation.

b) Pledge of Allegiance

Mayor Pro Tem Castleberry 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 the Agenda.

CARRIED UNANIMOUSLY

3. OPEN FORUM/PUBLIC COMMENTS:

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

a) No public comments.

4. RECOGNITION/PRESENTATION:

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a) Proclamation - Parkinson's Awareness Month

Mr. Chadwick read Mayor Mulhollem's Proclamation to proclaim April 2024 as Parkinson's Awareness Month.

Council Member Wilson expressed appreciation for proclaiming Parkinson's Awareness Month. He noted that cases are growing every year, with younger people also being affected. Mr. and Ms. Wilson have provided direction for those with Parkinson's for the last eight years at a local support

group in Clayton, NC. He shared that the attendance has grown dramatically post COVID. Mr. Wilson explained the difficulty of younger people with Parkinson's and also the high expense for the health care of the disease. He thanked everyone for their support.

The signed proclamation is below.

[Parkinson's Awareness Month Proclamation 4.2024 Signed](#)

5. DISCUSSION AND POSSIBLE ACTION ITEMS:

a) Discussion and Possible Action of Approving Park Mosaic Presented by Jeannette Brossart with Mother Nature Mosaics

Mr. Allen explained that the Town had received a grant from the Johnston County Arts Council to place a mosaic at the park emphasizing nature and recreation in parks. It was targeting small towns.

Mr. Allen introduced Ms. Mandy McNulty, who is a Board member of of the Johnston County Arts Council, a member of Friends of Johnston County Parks, and who funded the project. Mr. Allen also introduced Ms. Jeanett Brossart of Mother Nature Mosaics who would be designing and installing the mosaic.

Ms. Brossart presented a conceptual drawing of the proposed mural. Discussion followed.

The Council decided to move forward with the Park Mosaic. Ms. Brossart would remove the bridge with a strand of trees and will do the road as either green grass or as a dirt path. She would then get back to Mr. Allen and Ms. McNulty. Mr. Chadwick informed everyone that staff would send out the final version to Council for their consensus of the final content.

Moved by: Council Member Jackson

Seconded by: Council Member Purvis

Approved Jeannette Brossart with Mother Nature Mosaics to do a Mosaic at the Town Park.

CARRIED UNANIMOUSLY

b) Discussion and Possible Action of Approving Full-Time Parks Maintenance Specialist Position

Bryan Chadwick reminded Council of the discussions from the previous months for the need of another Full-Time Parks Maintenance Specialist Position. There are over fifty acres of mowing, 3 miles of edging, weed eating, five fields to prep and maintain, daily maintenance, and cleaning, just to name a few duties. Chris Allen was also daily cleaning restrooms and emptying trash to assist. Mr. Allen explained that this was alright in the short term, but his primary duties were not being fulfilled because of these extra duties.

Mr. Chadwick said there was not another option but to hire an additional parks maintenance specialist. A Part-time or other position was not a viable option.

Mr. Allen said he agreed with Mr. Chadwick and added that he is currently in the field three and a half to four hours a day just doing the other duties to help. He explained that that's even before he started programming or checking emails or other duties for the day. Mr. Allen said he would not ask Miguel, the Parks Maintenance Specialist, to do those duties by himself because of the amount of time.

Council Member Bruton injected that she didn't think it is efficient for the Parks and Recreation Director to be cleaning bathrooms and emptying trash. She questioned if that work could be contracted out. Staff clarified

Council Member Jackson relayed that he wanted Mr. Allen to assist and be with his staff but not because he had to.

Discussion followed.

CARRIED UNANIMOUSLY

CARRIED UNANIMOUSLY

- There may be a need to discuss firearms on Town property. This is also due to the Town Park facilities.
- Brandon Emory previously discussed a minimum housing ordinance. It is especially important as the Town grows and home values increase. The Council needs to consider if they would like to move forward with some sort of ordinance. Staff may be revisiting this in the coming months.
- The Comp Land Use Plan is continuing. There were approximately 300 surveys completed according to Chad Meadows. There was also positive feedback from the forums as well.

8. ASSISTANT TOWN ADMINISTRATOR/FINANCE OFFICER'S REPORT:

a) Interim Financial Reports for February 2024

Ms. Batten shared an interim summary for all funds ending February 29, 2024. Ms. Batten mentioned that she will just scan through these figures because they aren't relevant to where we are today since we had the budget amendment in March 2024. She shared that we are 152% collected for the fiscal year. For the month, we are in the black by around \$22,000. The actual net difference between revenues and expenditures in the General Fund is in the red at around \$430,000.

Regarding the Capital Reserve Fund 30, Ms. Batten mentioned that the only transaction for the month is the investment earnings.

Regarding the Park Reserve Fund 31, Ms. Batten mentioned that the only activity has been the investment earnings and the \$0.02 transfer for the taxes.

Regarding the Public Safety Reserve Fund 32, Ms. Batten mentioned that the only activity has been investment earnings.

When comparing revenues in February 2023 with February 2024 in the General Fund, Ms. Batten mentioned that we had an extra day this February compared to last and that we were around \$2,000,000 more this year. Ms. Batten stated that the expenditures for this year was around \$2,000,000 more than last year with a total difference of around \$900,000.

b) Up-To-Date Project Funds

Regarding the ARPA Funds, Ms. Batten shared that even though we are through with those funds, we still have to report 0.

Regarding the SCIF Funds, Ms. Batten explained that this report shows the month of March 2024. She shared that there was around \$70,000 that was encumbered and that there is around \$257,000 left to encumber.

Regarding the new grant that we have, the 24REDR Funds, Ms. Batten mentioned that we have around \$2,365,000 to encumber. She also shared that we have until October 2025 to spend this money unless the state decides to extend the deadline.

9. HUMAN RESOURCES OFFICER/TOWN CLERK'S REPORT:

a) Ms. Martin reminded the Council about the Town & State Dinner which will be April 10th in Goldsboro from 5:15pm to 8pm.

10. PARKS & RECREATION DIRECTOR'S REPORT

a) **Mr. Allen informed the Council that he is starting to plan for summer and fall programs:**

- An instructor has been secured for the Senior Aerobics class. It will include light aerobics and meal prep to help the overall health of seniors.
- Starting a "Popsicles in the Park" program, where you read to young children once a week for two months in the summer.
- Series of clinics over the summer will happen to include a softball camp, football camp, basketball camp, volleyball camp, and soccer clinic.
- Staff assembled picnic tables for the shelter at the park.
- Ms. Batten informed the Council that the Smith Plaque for the Park was in and would be scheduled to be installed.

11. MAYOR'S REPORT:

- a) **Mayor Pro Tem Castleberry thanked everyone for working with him tonight. He informed Council and Staff that the Economic Development Board would be bringing out new figures of how many houses, projects and subdivisions are coming in to see the ratio of houses to jobs.**

Mayor Pro Tem Castleberry asked everyone to keep the Mayor and his family in their thoughts and prayers.

12. COUNCIL MEMBERS' REMARKS:

(non-agenda items)

- a) **Council Member Wilson had no remarks.**
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- b) **Council Member Jackson had no remarks.**
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- c) **Council Member Purvis had no remarks.**
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- d) **Council Member Bruton had no remarks.**
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13. ADJOURNMENT:

- a) **Having no further business, Mayor Pro Tem Castleberry called for a motion to adjourn.**

Moved by: Council Member Wilson

Seconded by: Council Member Jackson

Meeting adjourned at 8:47 p.m.

CARRIED UNANIMOUSLY



Matthew B. Mulhollem, Mayor



Jenny Martin, Town Clerk





Proclamation



WHEREAS, Parkinson's disease is a chronic, progressive, neurological disease and is the second most common neurodegenerative disease in the United States; and,

WHEREAS, Parkinson's disease is estimated to affect approximately one million people in the United States and the prevalence will rise to 1.2 million by 2030; and,

WHEREAS, Parkinson's disease is the 14th leading cause of death in the United States according to the Centers for Disease Control and Prevention; and,

WHEREAS, it is estimated that the economic burden of Parkinson's disease is at least \$52 billion annually, including direct and indirect costs, including treatment, social security payments and lost income, to patients and family members; and,

WHEREAS, research suggests the cause of Parkinson's disease is a combination of genetic and environmental factors, but the exact cause and progression of the disease is still unknown; and,

WHEREAS, there is no objective test or biomarker for Parkinson's disease, and there is no cure or drug to slow or halt the progression of the disease; and,

WHEREAS, the symptoms of Parkinson's disease vary from person to person and can include tremors; slowness of movement and rigidity; difficulty with balance, swallowing, chewing, and speaking; cognitive impairment and dementia; mood disorders; and a variety of other non-motor symptoms; and

WHEREAS, volunteers, researchers, caregivers, and medical professionals are working to improve the quality of life of persons living with Parkinson's disease and their families; and,

WHEREAS, increased research, education, and community support services such as those provided by the Parkinson's Foundation and other organizations are needed to find more effective treatments and to provide access to quality care to those living with the disease today; and,

NOW, THEREFORE, I, Matthew B. Mulhollem, Mayor of the Town of Archer Lodge in North Carolina, do hereby proclaim April 2024 as

PARKINSON'S AWARENESS MONTH

Given under my hand and the Great Seal of the Town of Archer Lodge on this 1st day of April 2024.

Matthew B. Mulhollem
Mayor