



Regular Council - Minutes Monday, January 8, 2024

COUNCIL PRESENT:

Mayor Mulhollem
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
Brandon Emory, Town Planner
Kim P. Batten, Assistant Town Administrator/Finance Officer
Chris Allen, Parks & Recreation Director
Chris Curry, Code Enforcement Officer
Jenny Martin, Human Resources Officer/Town Clerk

COUNCIL ABSENT:

MEDIA PRESENT:

Page

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 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 asked that Item 5.a) Existing Conditions Report Presentation ~ Chad Meadows, CodeWright Planners be removed from the agenda due to Mr. Chad Meadows not being in attendance.

Moved by: Council Member Wilson

Seconded by: Council Member Jackson

Approved the Agenda with the removal of Item 5.a) Existing Conditions Report Presentation ~ Chad Meadows, CodeWright Planners.

CARRIED UNANIMOUSLY

3. OPEN FORUM/PUBLIC COMMENTS:

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

a) None.

4. PLANNING/ZONING REPORT:

a) Planning/Zoning Update

Mr. Emory reported that all permits and development requests are up-to-date and there hasn't been any requests submitted for Planning Board review.

b) Code Enforcement Monthly Report

Mr. Emory provided a summary of the Code Enforcement report. He stated that to date, there have been 172 cases and that 144 of them have been abated.

5. PRESENTATION:

a) Existing Conditions Report Presentation ~ Chad Meadows, CodeWright Planners

This item was approved to be removed from the Agenda.

6. DISCUSSION AND POSSIBLE ACTION ITEMS:

7 - 9

a) Discussion and Possible Action of Approving the Joint Resolution of The Town of Archer Lodge and Johnston County Adopted by Johnston County on January 2, 2024

Mr. Chadwick shared an explanation of the resolution and recommended approval. Discussion followed. Mayor Mulhollem called for a motion.

The signed Joint Resolution of the Town of Archer Lodge and Johnston County is attached below.

Moved by: Council Member Jackson

Seconded by: Council Member Purvis

Approved for Mayor Mulhollem to sign and execute the Joint Resolution of The Town of Archer Lodge and Johnston County Adopted by Johnston County on January 2, 2024 on behalf of the Town Council, as presented.

CARRIED UNANIMOUSLY

[AL.JointResolution.Adopted by JC 01.02.24 Signed](#)

10 - 11

b) Discussion and Possible Action of Approving the Westside Parcel Site Plan

Mr. Chadwick provided Council Members with a map of the west side parcel of the Town Park, which is attached below, and discussed the specifics which included a proposed multipurpose facility, restroom, picnic shelter, walking path, and outdoor fitness equipment. Discussion followed. Mayor Mulhollem called for a motion.

Moved by: Council Member Purvis

Seconded by: Council Member Wilson

Approved the Westside Parcel Site Plan, as presented.

CARRIED UNANIMOUSLY

[Westside Park Parcel Site Plan](#)

c) Discussion and Possible Action of Approving Disposal of the Farm House

Mr. Chadwick informed Council that it would be cost prohibited to renovate the old farmhouse on the west side parcel of the Town Park. He stated that there would not be any of the original house saved due to having to meet the commercial grade requirements for public use. Discussion followed regarding the specifics of having the house removed from the property. Mayor Mulhollem called for a motion.

Moved by: Council Member Wilson

Seconded by: Council Member Jackson

Approved to declare the farmhouse as surplus personal property and authorize the Town Administrator to advertise for the disposition of the property.

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d) **Discussion and Possible Action of Approving Resolution (Resolution# AL2024-01-08) Amending the Resolution (Resolution# AL2023-11-06a) Which is Adopting the Town Council Meeting Schedule for 2024.**

Ms. Martin explained that the only change to the meeting schedule was adding a Budget Retreat for Tuesday, January 30, 2024. Mayor Mulhollem called for a motion.

The signed Resolution# AL2024-01-08 is attached below.

Moved by: Council Member Bruton
Seconded by: Council Member Jackson

Approved Resolution (Resolution# AL2024-01-08), amending Resolution (Resolution# AL2023-11-06a) adopting the Town Council Meeting Schedule for 2024, as presented.

CARRIED UNANIMOUSLY

[AL2024-01-08 Resolution Adopting the 2024 Town Council Meeting Schedule Signed](#)

13 - 14

e) **Discussion and Possible Action of Approving the Town of Archer Lodge Definitions Policy**

Ms. Martin explained the updates to the current definitions policy. Discussion followed.
Council recommended removing the wording "higher-level" in the "Interim" section as follows:
Interim - An employee who temporarily assumes the additional duties of a position or who is hired to temporarily assume duties of a position.
Mayor Mulhollem called for a motion.

The updated policy is attached below.

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

Approved the Town of Archer Lodge Definitions Policy to include the changes listed above.

CARRIED UNANIMOUSLY

[Definitions Policy 1.2024](#)

f) **Discussion and Possible Action of Approving the Updated Town of Archer Lodge Floating Holiday(s) Policy**

Ms. Martin shared an explanation of the proposed policy updates. No discussion followed.

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

Approved the Updated Town of Archer Lodge Floating Holiday(s) Policy, as presented.

CARRIED UNANIMOUSLY

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

a) **Attorney Burrell expressed best wishes for a Happy New Year and advised everyone to stay safe due to the potential inclement weather.**

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

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

- The Town Council Budget Planning Retreat will be held Tuesday, January 30, 2024, at 9:30 a.m. at the Johnston County Regional Airport.
- He reminded everyone of the Monday, January 22, 2024, Town Council Work Session.
- Staff is on the second round of interviews for the Planning Director position.
- Mr. Chadwick will be discussing the need to increase Staff for the Parks & Recreation Maintenance Department within the next month.
- The Archer Lodge Community Center (ALCC) agreements, implemented approximately 6 months ago, were experiencing some obstacles to start with, but have improved.
- Staff is in the process of purchasing locks for both the ALCC and the Town Park ballfields to eliminate access to the fields without permission.
- Staff will be presenting quotes in the near future for 12 lights, out of a total of 36, that need replacing at the ALCC and Multi-Purpose fields. Discussion followed regarding options available for new lighting.
- Staff will be installing signage for directions to the restrooms under the shelter at the ALCC building to eliminate visitors having to use the portable restrooms near the fields.
- To eliminate the overflow of garbage at the ALCC, a larger dumpster has been installed.
- Mr. Chadwick and the Town's Parks and Recreation Staff met with the Johnston County Little League (JCLL) to discuss clarifications of the Memorandum of Understanding (MOU) between the JCLC and the Town. Discussion followed.
- Mr. Chadwick informed that he would keep watch of the weather reports on Tuesday to allow Staff time to travel home safely due to potential inclement weather.
- Mr. Chadwick wished Mayor Mulhollem a Happy Birthday for Wednesday, January 10, 2024.

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

a) Interim Financial Reports for November 2023

Ms. Batten explained that the audit is still going on. She shared an interim summary for all funds ending November 30, 2023. Ms. Batten shared that we are 42% completed for the fiscal year. For the month, we were in the red by about \$28,000. The actual to date net difference between revenues and expenditures in the General Fund is around \$542,000.

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 shared that the only activity has been 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 November 2022 with November 2023 in the General Fund, Ms. Batten explained that we are around \$323,000 less this year. Ms. Batten shared that the expenditures for this year was higher at around \$123,000. November 2022 was better than November 2023 by around \$447,800. She explained that a lot of this has to do with building the new Town Park.

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

a) Ms. Martin reported the following:

- Central Pines will be holding a ribbon-cutting on Wednesday, January 24, 2024, from 2:00 p.m. - 5:00 p.m. She informed Council that she would register anyone that is interested in attending.
- Re-elected officials must attend an ethics training class. She informed them that she would register them if needed. Council Member Burton mentioned that NC Capital Area Metropolitan Planning Organization (CAMPO) members are required to attend an ethics class.
- Updates for Council Members files, a mini orientation, and information on NexGen EAP (Employee Assistance Program) will be provided at the Monday, January 22, 2024 Work Session.
- An employee survey will be given to Staff during the month January 2024, to get feedback on benefits and any needs of Staff. The results will be included during the Budget Retreat discussions.
- Ms. Martin discussed that contingent offers were made for two part-time positions for the Parks & Recreation department.
- Background checks for the Johnston County Little League Volunteer Coaches will be required by the Human Resources Department.

11. PARKS AND RECREATION DIRECTOR'S REPORT:

- a) **Mr. Allen provided an update on Parks & Recreation Sports and Program activities. He commended the players for their participation and attendance. He shared that "Red" will be the color of the jerseys for the sports teams. He informed everyone of the upcoming sports games. Mr. Allen advised that the Town Park, Phase I, is in its' final stages for the completion of the ballfields. He expressed that the Parks & Recreation Staff are looking forward to a great Spring Season. Discussion followed.**

12. MAYOR'S REPORT:

- a) **Mayor Mulhollem thanked Staff for reminding the re-elected Council Members of the Ethics Classes. He asked everyone to keep former Council Member Jeffrey D. Barnes in their prayers due to his declining health. Mayor Mulhollem shared that he, Council Member Purvis, and Mr. Chadwick attended a Water & Sewer Steering Committee meeting in the Town of Smithfield and provided an overview of the meeting. Discussion followed.**

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

- a) Council Members' Wilson and Jackson wished Mayor Mulhollem a "Happy Birthday".

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- b) **Council Member Purvis noted that his remarks had already been discussed.**

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- c) **Mayor Pro Tem Castleberry reiterated the Birthday Wishes for the Mayor and express appreciation for the prayers and thoughts that were given on his behalf.**

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- d) **Council Member Bruton shared information regarding the NC Insurance Commission regarding a request for an increase in homeowners insurance premiums.**

14. ADJOURNMENT:

- a) **Having no further discussion, Mayor Mulhollem called for a motion to adjourn the meeting.**

Moved by: Council Member Jackson
Seconded by: Council Member Wilson
Approved to Adjourn the meeting at 8:31p.m.

CARRIED UNANIMOUSLY


Matthew B. Mulhollem, Mayor


Jenny Martin, Town Clerk



Office of
County Commissioners
(919) 989-5100
FAX (919) 989-5179

Dana G. Cuddington, Clerk

Johnston County
POST OFFICE BOX 1049
SMITHFIELD, N.C. 27577

R.S. "Butch" Lawter Jr., Chairman
Patrick E. Harris, Vice Chairman
Tony Braswell
Ted G. Godwin
Fred J. Smith, Jr.
Richard D. Braswell
April Stephens

**JOINT RESOLUTION OF
THE TOWN OF ARCHER LODGE AND JOHNSTON COUNTY**

WHEREAS, the Town of Archer Lodge and Johnston County, acting in separate regular sessions of each respective body, adopted a joint resolution (attached as "**Exhibit A**") on September 8, 2014 and October 6, 2014, respectively, for Johnston County to exercise and enforce Chapter 14, Article XII, Erosion and Sediment Control, within the corporate limits and extraterritorial jurisdiction of the Town of Archer Lodge; and

WHEREAS, pursuant to the joint resolution, the initial terms of the agreement commenced on the 1st day of October, 2014, and terminated on the 1st day of October, 2015, and automatically renewing each successive year at the end of the term; and

WHEREAS, pursuant to the joint resolution, the agreement may be terminated by either party at least four (4) months prior to the end of the current one year term that the party wishes to terminate the agreement, or terminated at any time upon mutual agreement by both parties; and

WHEREAS, the Town of Archer Lodge and Johnston County both wish to mutually terminate this joint resolution and agreement.

NOW, THEREFORE, it is hereby resolved by Joint Resolution of the Town Council of Archer Lodge and the Board of Commissioners of Johnston County, acting in separate regular sessions of each respective body, that the Town of Archer Lodge and Johnston County mutually agree to terminate the agreement in the joint resolution attached as "**Exhibit A**" with Johnston County relinquishing its jurisdiction within the corporate limits and extraterritorial jurisdiction of the Town of Archer Lodge, as it relates to exercising and enforcing Chapter 14, Article XII, Erosion and Sediment Control, effective March 31, 2024.

ADOPTED by the Town Council of the Town of Archer Lodge, North Carolina, meeting in regular session on the 8th day of January, 2024 and by the Board of Commissioners of Johnston County meeting in regular session on the 2nd day of January, 2024.

TOWN OF ARCHER LODGE

By: [Signature]
Mayor

ATTEST:

[Signature]
Town Clerk



JOHNSTON COUNTY

By: [Signature]
R.S. "Butch" Lawter, Jr., Chairman

ATTEST:

[Signature]
Dana G. Cuddington
Clerk to the Board of Commissioners

EXHIBIT A

**JOINT RESOLUTION OF
THE TOWN OF ARCHER LODGE AND JOHNSTON COUNTY**

WHEREAS, the Town of Archer Lodge has requested that Johnston County exercise and enforce Chapter 14, Article XII, Erosion and Sediment Control, County of Johnston, North Carolina Code of Ordinances within the corporate limits and extraterritorial jurisdiction of the Town of Archer Lodge; and

WHEREAS, Johnston County does hereby agree to this request; and

WHEREAS, pursuant to the execution of this agreement, both the Town of Archer Lodge and Johnston County understand this request must be heard by the North Carolina Sediment Control Commission for their endorsement prior to enforcement action of the Erosion Control Ordinance by the County in said jurisdiction; and

WHEREAS, by General Statute, the North Carolina Sediment Control Commission is the controlling authority for approval of such requests as the final action in the condoning process in the matter specific to Chapter 14, Article XII, Erosion and Sediment Control.

NOW, THEREFORE, it is hereby resolved by Joint Resolution of the Town Council of the Town of Archer Lodge and the Board of Commissioners of Johnston County, acting in separate regular sessions of each respective body, as follows:

1. The Town of Archer Lodge relinquishes its jurisdiction within its corporate limits and extraterritorial zoning jurisdiction with regard to local enforcement of the erosion and sediment program pursuant to GS 113A-60, and hereby by agreement and resolution, grants to Johnston County jurisdiction within said areas for the purpose of administering a joint program pursuant to such statute as provided in Chapter 14, Article XII, Erosion and Sediment Control, County of Johnston, North Carolina Code of Ordinances.
2. Johnston County Board of Commissioners does agree to exercise jurisdiction to enforce the ordinance identified herein, within the corporate limits and extraterritorial zoning jurisdiction, pursuant to the authority set forth herein.

3. The initial terms of this Agreement shall be for a period of one (1) year, commencing on the 1st day of October 2014, and terminating on the 1st day of October 2015. Either party may terminate the Agreement at the end of the initial term. Thereafter, this Agreement shall automatically renew for a successive one year term at the end of each term unless notice is given by either part at least four (4) months prior to the end of the current one year term that the party wishes to terminate the Agreement at the end of the current term. This Agreement may be terminated at any time upon mutual agreement of both parties.
4. Should any claims arise out of services provided by Johnston County under this agreement, the Town of Archer Lodge agrees to indemnify and hold Johnston County, its employees, agents, and contractors harmless from any and all claims for liability, loss, injury, damages to persons or property, cost or attorney's fees resulting from any action brought against Johnston County, its employees, agents, contractors and Commissioners arising as a result of these services performed on behalf to the Town of Archer Lodge that are the subject matter of this Agreement, except where such claims result from actionable acts of negligence by Johnston County.

ADOPTED by the Town Council of the Town of Archer Lodge, North Carolina, meeting in regular session on the 8th day of September, 2014, and by the Board of Commissioners of Johnston County meeting in regular session on the 6 day of October, 2014.

TOWN OF ARCHER LODGE

BY: *Michaela Jordan*
Mayor

JOHNSTON COUNTY

BY: *Jeffrey P. Carr*
Chairman, Board of Commissioners

ATTEST:

Janet M. Hays
Town Clerk

ATTEST:

Paula G. Woodlark
Clerk to Board of Commissioners



VICINITY MAP
NOT TO SCALE



ARCHER LODGE TOWN PARK
Archer Lodge, North Carolina

DECEMBER 1, 2023
ZONING PERMIT SET

SITE DATA

NAME: ARCHER LODGE TOWN PARK
OWNER: TOWN OF ARCHER LODGE
DEVELOPER: BRYAN CHADWICK, TOWN ADMINISTRATOR
CONTACT: 14094 BUFFALO ROAD, ARCHER LODGE, NC 27527
ADDRESS: (919) 359-9727
TELEPHONE:
PROPERTY ADDRESS: 2743 CASTLEBERRY ROAD, ARCHER LODGE, NC 27527
PARCEL ID NUMBER: 1603057
PIN NUMBER: 178000-32-7546
DEED BOOK AND PAGE: DB5204 PG64
ZONING DISTRICT: AGRICULTURAL-RESIDENTIAL DISTRICT (AR)
TOTAL LAND AREA: 6.48 ACRES, 5.35 ACRES NOT INCLUDING THE RIGHT OF WAY
CURRENT USE: AGRICULTURE
PROPOSED USE: PARK / RECREATIONAL FACILITIES
EXISTING IMPERVIOUS AREA: 2,876 SF
PROPOSED IMPERVIOUS AREA: 70,079 SF WITHIN PROJECT LIMITS
30% OF THE OVERALL SITE

SHEET INDEX

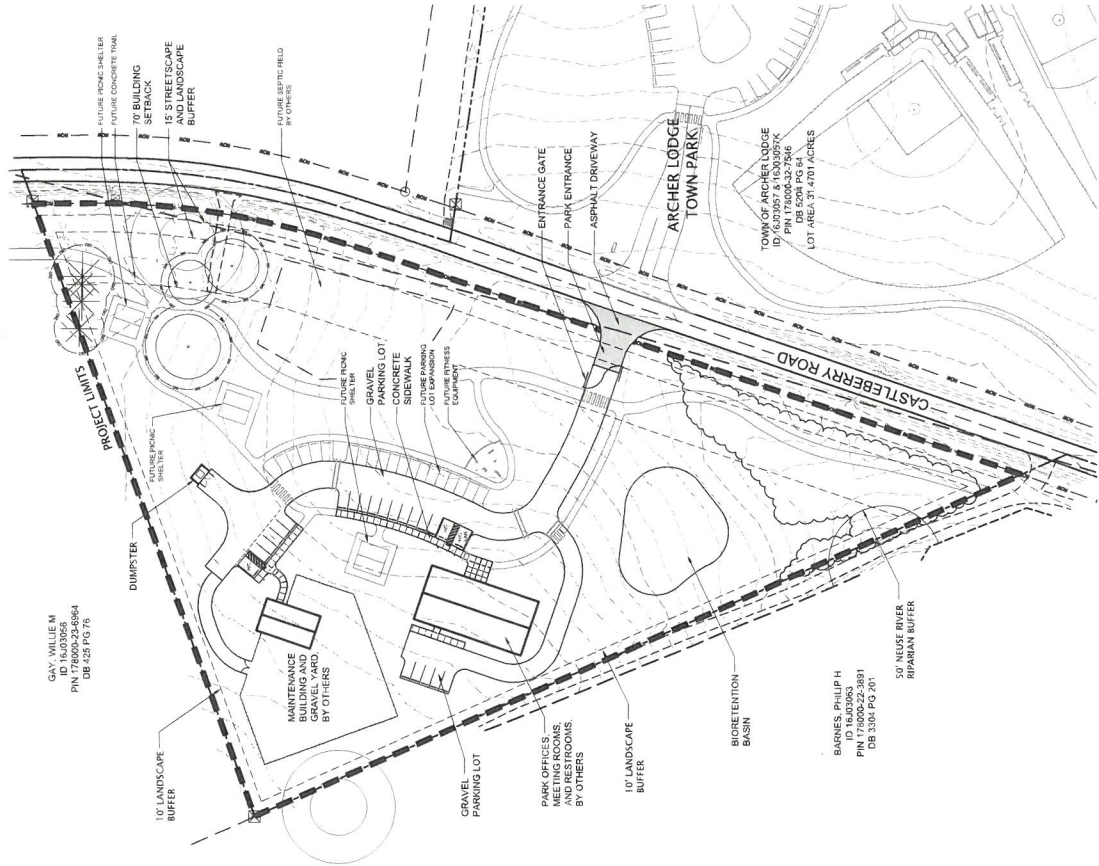
- Cover Sheet
C000 Existing Conditions
SW-1 Site Plan Phase 1
SW-2 Site Details
SW-3 Planting Plan
SW-4 Planting Details
C100 Utility Plan
C200 Grading and Storm Drainage Plan
C300 Erosion Control Plan Ph A
C301 Erosion Control Plan Ph B
C500 NPDES Stabilization
C501 NPDES Stabilization and Materials Handling
C502 NPDES Record Keeping and Reporting
C503 Water Details
C504 Water Details
C505 Erosion Control Details
C506 Erosion Control Details
C507 Storm Details
C508 Site Details

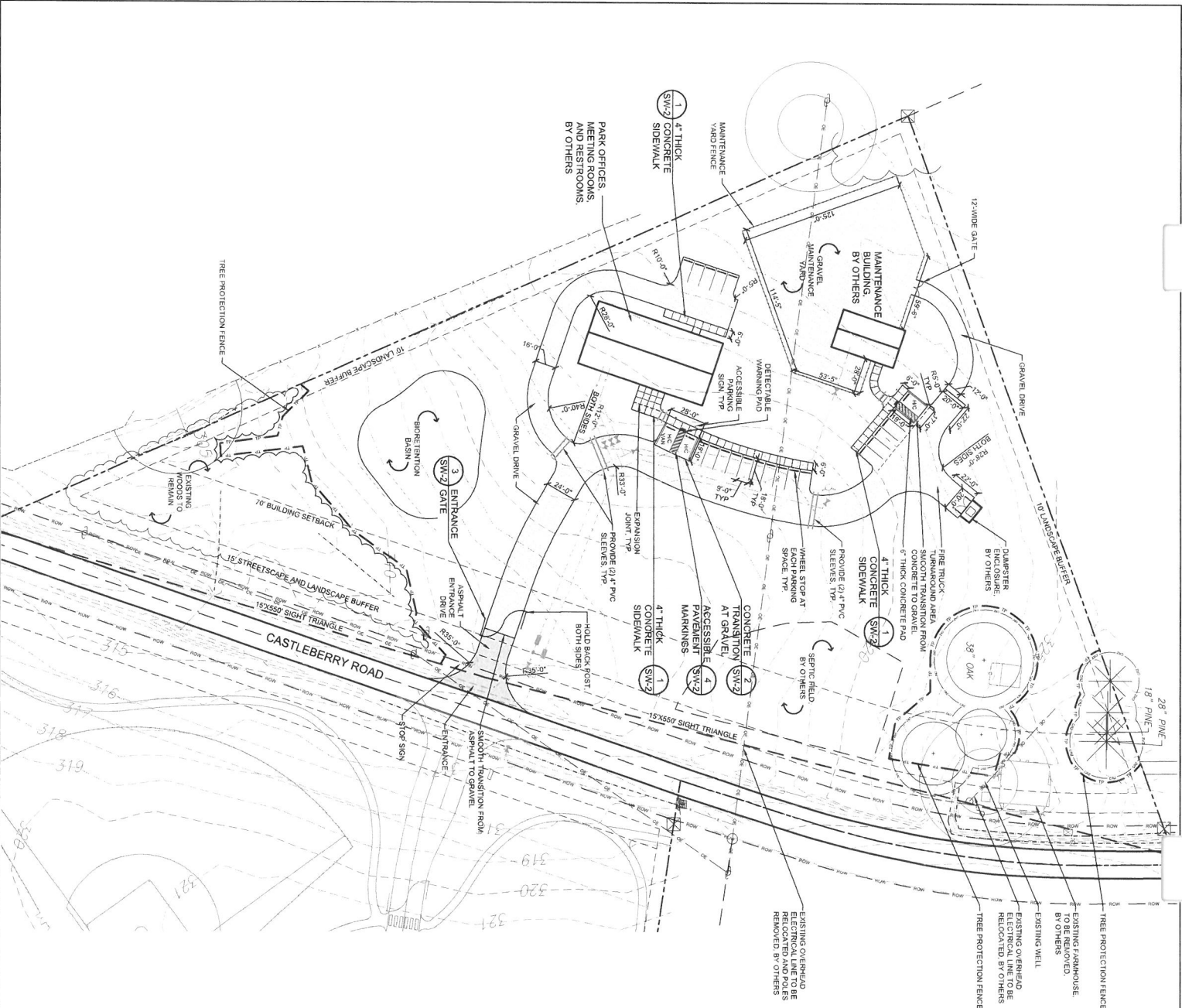
PROJECT DIRECTORY
Landscape Architect / Prime Consultant:
Susan Hatchell Landscape Architecture, PLLC
711 W. North Street
Raleigh, NC 27603
910.444.9209

Civil Engineer: NV5
6750 Tryon Road
Cary, NC 27518
919.836.4800

Susan Hatchell
Landscape Architecture, PLLC
711 W. North Street Raleigh, NC 27603

NV5
Delivering Solutions
Improving Lives





10% CONSTRUCTION DOCUMENTS
NOT FOR CONSTRUCTION

- STANDARD NOTES:**
1. CONTRACTOR SHALL REPORT ALL DISCREPANCIES TO OWNER PRIOR TO ORDERING MATERIALS OR CONSTRUCTING PROJECT.
 2. CONTRACTOR SHALL FIELD VERIFY ALL DIMENSIONS, DEPTHS, DISTANCES, ANGLES AND SLOPES PRIOR TO ORDERING MATERIALS OR CONSTRUCTING PROJECT.
 3. CONTRACTOR SHALL FIELD VERIFY ALL DIMENSIONS, DEPTHS, DISTANCES, ANGLES AND SLOPES PRIOR TO ORDERING MATERIALS OR CONSTRUCTING PROJECT.
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 8. CONTRACTOR SHALL FIELD VERIFY ALL DIMENSIONS, DEPTHS, DISTANCES, ANGLES AND SLOPES PRIOR TO ORDERING MATERIALS OR CONSTRUCTING PROJECT.
 9. CONTRACTOR SHALL FIELD VERIFY ALL DIMENSIONS, DEPTHS, DISTANCES, ANGLES AND SLOPES PRIOR TO ORDERING MATERIALS OR CONSTRUCTING PROJECT.
 10. CONTRACTOR SHALL FIELD VERIFY ALL DIMENSIONS, DEPTHS, DISTANCES, ANGLES AND SLOPES PRIOR TO ORDERING MATERIALS OR CONSTRUCTING PROJECT.
 11. CONTRACTOR SHALL FIELD VERIFY ALL DIMENSIONS, DEPTHS, DISTANCES, ANGLES AND SLOPES PRIOR TO ORDERING MATERIALS OR CONSTRUCTING PROJECT.

- SITE NOTES:**
1. PROTECTION OF EXISTING VEGETATION AT THE START OF GRADING INVOLVING THE COVERING CUT SHALL BE MADE AT THE EDGE OF THE TREE DAVE AREA AT THE SAME TIME AS OTHER EROSION CONTROL MEASURES ARE INSTALLED. THE TREE PROTECTION FENCING SHALL BE REMAIN IN PLACE UNTIL ALL CONSTRUCTION IN THE VICINITY OF THE TREES IS COMPLETE.
 2. STORAGE OF MATERIALS, FILL, OR EQUIPMENT AND NO TRIPPING SHALL BE ALLOWED WITHIN THE TREE PROTECTION FENCE SHALL BE MAINTAINED ON THE SITE UNTIL ALL SITE WORK IS COMPLETED AND PRIOR TO THE CLOSURE OF OCCUPANCY (COLE) IS PROVIDED.
 3. MAXIMUM LONGITUDINAL SLOPE ON LANDINGS IS 2% MAXIMUM LONGITUDINAL SLOPE ON LANDINGS IS 2% MAXIMUM LONGITUDINAL SLOPE ON LANDINGS IS 2%.
 4. MAXIMUM SLOPE IS 1% MAXIMUM SLOPE IS 1% MAXIMUM SLOPE IS 1%.
 5. MAXIMUM 2% SLOPE IN ANY DIRECTION FOR ACCESSIBLE PARKING SPACES AND AREAS.
 6. MAXIMUM 2% SLOPE IN ANY DIRECTION FOR ACCESSIBLE PARKING SPACES AND AREAS.
 7. MAXIMUM 2% SLOPE IN ANY DIRECTION FOR ACCESSIBLE PARKING SPACES AND AREAS.
 8. MAXIMUM 2% SLOPE IN ANY DIRECTION FOR ACCESSIBLE PARKING SPACES AND AREAS.
 9. MAXIMUM 2% SLOPE IN ANY DIRECTION FOR ACCESSIBLE PARKING SPACES AND AREAS.

TOWN OF ARCHER LODGE PARKING CALCULATIONS:

Per the Town of Archer Lodge Code of Ordinances Section 30-200, the following number of parking spaces are required:

Use	Parking Space Requirement	Required Number of Spaces
Public Use Facility	1 per 350 sq. ft. floor area	13 spaces for a 5,000 sq. ft. building
Business - Office		
Maintenance Facility	1 per 2 employees	2 spaces for 4 employees
TOTAL REQUIRED		17 spaces
TOTAL PROVIDED		23 spaces

Susan Hatchell
Landscape Architecture, PLLC
711 W. North Street, Raleigh, NC 27603
p. 919-838-9600 f. 919-838-9700

**SITE PLAN
PHASE 1**

Archer Lodge Westside Park Parcel
2743 Castleberry Road
Archer Lodge, NC 27527

REVISIONS

Date: 12/01/23

SW-1



SCALE: 1" = 40' - 0"



**TOWN OF ARCHER LODGE
RESOLUTION ADOPTING THE 2024
TOWN COUNCIL MEETING SCHEDULE**

WHEREAS, the Archer Lodge Town Council exists to conduct the business of the citizens; and

WHEREAS, the Regular Town Council meetings for the Archer Lodge Town Council are held the first Monday of the month at 6:30 p.m. in the Jeffrey D. Barnes Council Chambers, unless otherwise noted; and

WHEREAS, the Work Sessions for the Archer Lodge Town Council are held the third Monday of the month at 6:00 p.m. in the Jeffrey D. Barnes Council Chambers, unless otherwise noted; and

WHEREAS, each meeting of the Archer Lodge Town Council is open to the public, except as provided by NC G.S. 143-318.11; and

WHEREAS, the Archer Lodge Town Council may amend the yearly meeting schedule in accordance with NC G.S. 143-318.12:

TOWN OF ARCHER LODGE 2024 CALENDAR TOWN COUNCIL MEETINGS			
MONTH	REGULAR MEETING	WORK SESSION	BUDGET RETREAT
January	Monday, Jan 8	Monday, Jan 22	Tuesday, Jan 30
February	Monday, Feb 5		Monday, Feb 19
March	Monday, Mar 4		Monday, Mar 18
April	Monday, Apr 1	Monday, Apr 15	
May	Monday, May 6	Monday, May 20	
June	Monday, Jun 3		
July	Monday, Jul 8		
August	Monday, Aug 5		
September	Monday, Sep 9	Monday, Sep 23	
October	Monday, Oct 7	Monday, Oct 21	
November	Monday, Nov 4	Monday, Nov 18	
December	Monday, Dec 2		

NOW, THEREFORE, BE IT RESOLVED that the Archer Lodge Town Council hereby adopts the 2024 Town Council Meeting Schedule as presented.

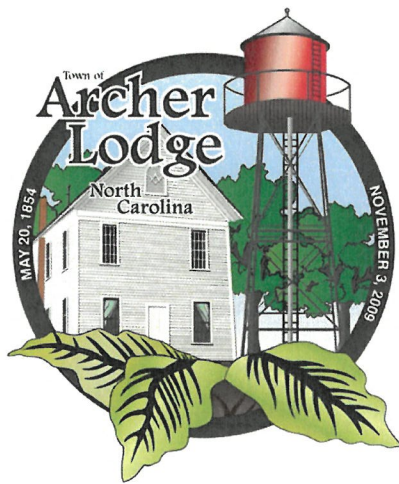
DULY ADOPTED ON THIS 8th DAY OF JANUARY 2024 WHILE IN REGULAR SESSION.

ATTEST:


Jenny Martin
Town Clerk



 (SEAL)
Matthew B. Mulhollem
Mayor



TOWN OF ARCHER LODGE

14094 Buffalo Road
Archer Lodge, NC 27527
Main: 919-359-9727
Fax: 919-359-3333

Mayor:

Matthew B. Mulhollem

Council Members:

Clyde B. Castleberry
Mayor Pro Tem
Teresa M. Bruton
J. Mark Jackson
James L. (Jim) Purvis, III
Mark B. Wilson

Definitions Policy

For the purposes of this policy, the following words and phrases have the meanings respectively ascribed to them by this section:

Exempt Employee – An employee who meets the qualifications for exemption from the overtime provisions of the Fair Labor Standards Act (FLSA).

Non-Exempt Employee – An employee who is subject to the overtime provisions of the Fair Labor Standards Act (FLSA).

Full-time Employee – An employee who is in a position budgeted for which an average work week equals at least 40 hours.

Part-time Employee – An employee who is in a position budgeted for which an average work week is less than 40 hours. A part-time employee may be in a temporary or regular status.

Probationary Employee – An employee appointed to a full-time or part-time regular position who has not yet completed the designated probationary period.

www.archerlodgenc.gov

Regular Employee – An employee who has successfully completed the designated probationary period. Regular employees may be either full-time or part-time.

Temporary Employee – An employee appointed to a position temporarily established not to exceed 12 months (Exception: the 12-month duration period does not apply to temporary positions working on a seasonal, as needed, or on-call basis). Temporary employees are not benefit eligible and cannot work more than 1,000 hours in a rolling calendar year. Temporary employees may be either full-time or part-time.

Trainee – An employee who does not meet the minimum requirements of the job at the time of hire (or promotion) but is expected to meet the minimum requirements within a reasonable period of time. During the duration of a trainee appointment, the employee is in a probationary status.

Interim – An employee who temporarily assumes the additional duties of a position or who is hired to temporarily assume duties of a position.