



Special Meeting - Minutes Monday, March 20, 2023

COUNCIL PRESENT:

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

COUNCIL ABSENT:

Council Member Bruton

STAFF PRESENT:

Bryan Chadwick, Town Administrator
Mike Gordon, Previous 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
Joyce Lawhorn, Deputy Clerk

GUEST PRESENT:

Mark Morgan, Neuse River Futbol Alliance

1. DINNER:

- a) **Dinner was served at 5:18 p.m.**
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2. WELCOME/CALL TO ORDER:

- a) **Invocation**

Mayor Mulhollem called the meeting to order at 6:00 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.

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- b) **Pledge of Allegiance**

Mayor Mulhollem led in the Pledge of Allegiance to the US Flag.

3. APPROVAL OF AGENDA:

- a) **No additions or changes noted.**

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

Approved Agenda.

CARRIED UNANIMOUSLY

4. DISCUSSION AND POSSIBLE ACTION ITEMS:

- a) **Discussion and Consideration of Adopting the Lease & Use Agreement between the Town of Archer Lodge and the Archer Lodge Community Center, Inc.**

Attorney Burrell shared that he made the changes that were recommended at the Regular Council Meeting earlier this month. He also mentioned that

Council Member Bruton had emailed some minor revisions that she would like to include. He informed Council that the revised agreement now includes Exhibit A.

Exhibit A appears as follows:



Attorney Burrell explained that Exhibit A shows the boundaries of the property, which doesn't include the picnic shelter. Attorney Burrell changed the agreement to state that the Town gets to make the decision on when and if upgrades need to take place. He also explained that the change was made to allow the Town the authority to use the equipment when needed and to allow flexibility for the Community Center to use the equipment when it's not in use. Attorney Burrell added that the section about the liability insurance policy has been clarified to limit the coverage to cover only claims relating the use of the property.

Mayor Mulhollem opened the floor for discussion.

Mr. Chadwick informed that after talking with Ms. Bruton, Staff was in agreement with her revisions. Attorney Burrell advised that whatever is approved tonight is based on the agreement of the Town and that the agreement will also have to be presented to the Archer Lodge Community Center Board for a vote.

Moved by: Council Member Purvis
Seconded by: Council Member Wilson

Adopted the Lease & Use Agreement between the Town of Archer Lodge and the Archer Lodge Community Center, Inc., to include Exhibit A and the revisions as presented by Attorney Burrell and submitted by Council Member Bruton.

CARRIED UNANIMOUSLY

b) Discussion and Consideration of Approving a Memorandum of Understanding for Field Rentals Between the Town of Archer Lodge and Johnston County Little League

Attorney Burrell explained that the MOU in Agenda Item 4. b) and 4. C) mirror each other and are the same memorandums, with one being for the Little League and the other for the Neuse River Futbol Alliance. He informed that since the Johnston County Little League has already started their season with the Archer Lodge Community Center, this MOU with the Town will be adopting everything that was agreed upon with the Community Center for this season only. He explained that any future contracts will go through the Town of Archer Lodge's Parks and Recreation Department.

Attorney Burrell explained that with this memorandum, the correct date will be listed, for some reason it redlined the date in error. He also shared that there is a minor grammatical error that will be corrected.

Discussion followed. The suggestion was made to add verbiage that states that this agreement will only be for the end of this season or add a specific date.

Moved by: Council Member Wilson

Seconded by: Council Member Jackson

Approved the Memorandum of Understanding for Field Rentals Between the Town of Archer Lodge and Johnston County Little League, to include the correction as noted above.

CARRIED UNANIMOUSLY

c) Discussion and Consideration of Approving a Memorandum of Understanding for Field Rentals Between the Town of Archer Lodge and Neuse River Futbol Alliance

Attorney Burrell reminded everyone that this memorandum mirrors the memorandum with the Johnston County Little League and that the same corrections will be needed as mentioned in the last agenda item. Attorney Burrell also noted to make a change to the name of the President for the Neuse River Futbol Alliance to Mark Morgan.

Having no further comments or discussion, Mayor Mulhollem called for a motion.

Moved by: Council Member Purvis

Seconded by: Mayor Pro Tem Castleberry

Approved the Memorandum of Understanding for Field Rentals Between the Town of Archer Lodge and Neuse River Futbol Alliance, Inc., to include the corrections as noted above.

CARRIED UNANIMOUSLY

5. ADJOURNMENT:

a) No further business.

Moved by: Council Member Purvis

Seconded by: Council Member Jackson

Adjourned meeting at 6:34 p.m.

CARRIED UNANIMOUSLY


Matthew B. Mulhollem, Mayor




Jenny Martin, Town Clerk