

**MINUTES OF A REGULAR MEETING OF THE TOWN COUNCIL OF THE TOWN OF TARBORO, HELD AT 7:00 P.M. ON MONDAY, OCTOBER 17, 2016 IN THE COUNCIL ROOM, TOWN HALL, TARBORO, NORTH CAROLINA**

**Meeting was postponed from Monday, October 10, 2016 to Monday, October 17, 2016 due to recovery efforts from Hurricane Matthew.**

MEMBERS PRESENT

C.B. Brown	Councilman
Steve Burnette	Councilman
John Jenkins	Councilman
Deborah Jordan	Councilmember
Taro Knight (Conference Call)	Councilman/Mayor Pro Tem
Garland Shephard	Councilman
Leo Taylor	Councilman
Othar Woodard	Councilman

MEMBERS ABSENT

ALSO PRESENT

Troy Lewis	Town Manager
Leslie M. Lunsford	Town Clerk
Chad Hinton	Town Attorney

**1. MEETING CALLED TO ORDER**

Councilman Knight, Mayor Pro Tem, was present via conference call, therefore, Councilman Shephard made a motion, which was seconded by Councilman Burnette and passed unanimously, that Councilman Leo Taylor act as Mayor. The meeting was called to order by Acting Mayor Leo Taylor.

**2. INVOCATION**

Invocation was given by Councilman Taylor.

**3. PLEDGE OF ALLEGIANCE**

**4. APPROVAL OF AGENDA BY COUNCIL**

Town Manager, Troy Lewis, requested Council add a Joint Use Agreement with Edgecombe County Schools and Budget Amendment regarding Hurricane Matthew to the agenda. Councilman Shephard made a motion, which was seconded by Councilman Jenkins and passed unanimously, that Council approve the amended agenda.

Troy Lewis was asked to give an update on the recovery following Hurricane Matthew and flooding caused by the storm. He informed Council that there had been no interruption in the water system, electricity was restored quickly following the storm, Building Inspectors were working to color code homes flooded so residents could return to their homes and most of the roads in Tarboro were open. Councilmembers thanked staff for their efforts in assisting with the recovery process. Troy Lewis also informed Council that Town and County officials were working to relocate the shelters at Martin Millennium Academy and Tarboro High School so ECPS could return to school as soon as possible.

**5. REQUESTS AND PETITIONS OF CITIZENS**

**A. Morgan Edmundson – Senior Citizens Coordinator, Recreation Department**

Ms. Edmundson recognized the senior citizens that participated in the recent Down East Senior Games. She stated Tarboro had 40 participants with the oldest being 90+ years old.

**B. Judith Moss – 1708 W Wilson Street, Tarboro**

Ms. Moss expressed appreciation for Morgan on behalf of the Senior Citizens.

**C. John Wooten – 3706 N Main Street, Tarboro**

Mr. Wooten expressed his concerns for the lack of youth programs in the area. He also requested Council consider removing Memo 16-65 from the agenda until further discussion has taken place. Troy Lewis confirmed that Memo 16-65 would be removed from the agenda due to flood damage at the M.A. Ray Center.

**6. MATTERS SCHEDULED FOR PUBLIC HEARING**

**A. Demolition Assessment – 1903 Speight Forest Drive**

The following Notice of Public Hearing was published in The Tarboro Weekly:

NOTICE

NOTICE is hereby given that the preliminary assessment roll relative to the amount of costs incurred for the demolition of removal of dwellings unfit for human habitation have been completed and filed in the office of the Town Clerk of the Town of Tarboro, North Carolina in the Town Hall, 500 Main Street, Tarboro, N.C.

The Town Council of the Town of Tarboro, North Carolina, will hold a public hearing on Monday, October 10, 2016 at 7:00 p.m. in the Council Room of the Town Hall for the hearing of any allegations and objections with respect to said costs assessed upon the following listed lots, parcels or tracts of real property upon which said costs shall become a lien upon confirmation of the assessment roll:

<u>Owner</u>	<u>Address of Property To be Assessed</u>	<u>Amount of Assessment</u>
Belinda Grayiel	1903 Speight Forest Dr.	\$18,934.51

Said preliminary assessment roll may be examined during regular office hours in the office of the Town Clerk prior to the public hearing.

UPON ORDER OF THE MAYOR AND TOWN COUNCIL OF THE TOWN OF TARBORO.

This 21<sup>st</sup> day of September, 2016.

The Acting Mayor declared the public hearing open.

No one spoke in favor of or in opposition to the assessment roll for the cost of demolition.

Everyone having had an opportunity to be heard, the Acting Mayor declared the public hearing closed.

Councilman Shephard made a motion, which was seconded by Councilman Jenkins and passed unanimously, that the following resolution be adopted:

**RESOLUTION CONFIRMING ASSESSMENT ROLL AND LEVYING ASSESSMENTS**

WHEREAS, the Town Council of the Town of Tarboro has on this day held a public hearing after due notice as required by law, on the Assessment for the demolition of the house at 1903 Speight Forest Drive; and

WHEREAS, the Town Council of the Town of Tarboro has heard all those present who requested to be heard, and has found the Assessment to be proper and correct;

NOW, THEREFORE, BE IT RESOLVED by the Town Council of the Town of Tarboro:

Section 1. That the Assessment for the demolition of the house at 1903 Speight Forest Drive, in the Town of Tarboro, North Carolina, and specifically identified as parcel no. 4728-45-3394-00 on the city-county tax maps, is hereby declared to be correct, and is hereby confirmed in accordance with Chapter 160A, Section 228 of the General Statutes of the State of North Carolina.

Section 2. That the Town Council of the Town of Tarboro, pursuant to authority conferred by Chapter 160A, Section 216 and Chapter 160A, Section 443 of the General Statutes of North Carolina, does hereby levy an assessment as follows:

\$18,934.51 for demolition of house at 1903 Speight Forest Drive

Section 3. That the Town Clerk is hereby directed to deliver to the Town Tax Collector the said assessment.

Section 4. That the Town Tax Collector is hereby charged with the collection of said assessment in accordance with the procedure established by Chapter 160A, Sections 232 and 233, of the General Statutes of the State of North Carolina.

Section 5. That the Town Clerk is hereby further directed to publish once on the 2<sup>nd</sup> day of November, 2016 the notice required by Chapter 160A, Section 229 of the General Statutes of the State of North Carolina.

Adopted this the 17<sup>th</sup> day of October, 2016

**7. REPORTS OF BOARDS AND COMMISSIONS**

None.

**8. TOWN MANAGER'S RECOMMENDATIONS**

**A. Consent Items**

Councilmember Jordan made a motion, which was seconded by Councilman Jenkins and passed unanimously, that the following consent item be approved:

**(1) Memo 16-62 – 2016 Tax Levy Adjustment**

Action taken: Council

(1) ordered the Tax Collector be charged with afterlists 10-34 in the amount of \$103,091.02,

(2) entered into the minutes 2016 Tax Levy release numbers 11 & 12 in the amount of \$15.61, and

(3) approved the *Schedule of 2016 Tax Levy Adjusted as of October 10, 2016*, attached at page 73-27a, in the amount of \$3,280,973.64.

**(2) Minutes**

Action taken: Council approved the minutes of the September 12, 2016 regular meeting.

**B. Action Items**

**(1) Memo 16-75 – Joint Agreement – Town of Tarboro and Edgecombe County Board of Education**

Councilman Woodard made a motion, which was seconded by Councilmember Jordan and passed unanimously, that Council approve the Joint Use Agreement for the Board of Education to temporarily utilize the property at no cost for the placement of structures and equipment necessary to allow the Bridgers Building

to be used as a school facility, due to the damage (flooding) at Princeville Elementary School as a result of Hurricane Matthew.

**(2) Memo 16-63 – 2016-2017 FY Budget Amendment – Re-appropriations from 2015-2016 FY**

Councilman Jenkins made a motion, which was seconded by Councilman Burnette and passed unanimously, that Council adopt the following resolution:

BUDGET RESOLUTION  
TOWN COUNCIL OF THE TOWN OF TARBORO  
October 10, 2016

BE IT RESOLVED BY THE TOWN COUNCIL OF THE TOWN OF TARBORO, NORTH CAROLINA, that the 2016-2017 Fiscal Year Budget be amended by amending Revenue and Expenditure line items as follows:

Account No.	Account Name	Current Budget	Amt of Change	Revised Budget
<b>REVENUES – GENERAL FUND</b>				
103990.0100	Fd Bal Appropriated	721,868	+19,824	741,692
<b>EXPENDITURES – GENERAL FUND</b>				
104130.3300	Dept Supplies & Mat	2,500	+1,400	3,900
104130.7400	Cap Outlay-Equip	0	+7,024	7,024
104140.3310	Office Supplies	3,500	+2,250	5,750
104260.7300	Cap Outlay-Improv	32,000	+9,150	41,150
<b>REVENUES – ELECTRIC FUND</b>				
303990.0100	Fd Bal Appropriated	854,440	+11,000	865,440
<b>EXPENDITURES – ELECTRIC FUND</b>				
307210.1515	Generator Maint	45,000	+11,000	56,000
<b>REVENUES – WATER &amp; SEWER FUND</b>				
313990.0100	Fd Bal Appropriated	0	+40,020	40,020
<b>EXPENDITURES – WATER &amp; SEWER FUND</b>				
317110.1600	Maint&Repair-Equip	50,000	+5,365	55,365
317130.1600	Maint&Repair-Equip	70,000	+17,800	87,800
317140.7300	Cap Outlay-Improv	75,000	+16,855	91,855

BE IT FURTHER RESOLVED that the Budget Officer is hereby authorized and directed to implement said budget as amended.

**(3) Memo 16-64 – Bid Award – Garbage Truck**

Councilman Woodard made a motion, which was seconded by Councilmember Jordan and passed unanimously, that Council award the contract for (1) one International garbage truck to Amick Equipment Co. Inc. for the amount of \$162,460.00, which falls below the budgeted amount. A bid tabulation is attached at page 73-28a.

**(4) Memo 16-65 – Lease Agreement – Boys and Girls Club**

Councilman Jenkins made a motion, which was seconded by Councilmember Jordan and passed unanimously, that Council table the item until further notice due to flood damage at the M.A. Ray Center.

**(5) Memo 16-66 – Grant Award – Industrial Development Fund Grant**

Councilman Jenkins made a motion, which was seconded by Councilman Shephard and passed unanimously, that Council approve the grant agreement between the Town of Tarboro and the North Carolina Department of Commerce and adopt the resolution, attached at page 73-28b, authorizing staff to sign requisitions related to the same.

**(6) Memo 16-67 – Taxes – Charge Off of Uncollectable Personal Taxes – 2006 Tax Levy**

Councilmember Jordan made a motion, which was seconded by Councilman Jenkins and passed unanimously, that Council:

- (1) authorize the 2006 personal property tax for each taxpayer listed on the schedule, attached at page 73-28c, in the amount of \$1,296.93, which is determined to be uncollectable, be charged off the books of the Tax Collector and the Tax Collector be relieved from the collection of same, and also be given credit for same in her settlement.
- (2) authorize the outstanding 2006 motor vehicle tax receivable in the amount of \$6,789.03, which was billed and remains uncollected by Edgecombe County, be charged off the books of the Tax Collector and the Tax Collector be given credit for same in her settlement.
- (3) authorize the accounts charged off be turned over to the Finance Director for verification and disposal in accordance with The Municipal Records Retention and Disposition Schedule.

**(7) Memo 16-68 – Appointments – Citizens Advisory Recreation Committee**

Councilman Jenkins made a motion, which was seconded by Councilman Shephard and passed unanimously, that the following individuals be appointed to fill the two-year term expiring October 2018.

**Citizens Advisory Recreation Committee (2year term)**

John Harris – Ward 1	Reappointed
Charles Johnson – Ward 2	Reappointed
George Whitehurst – Ward 3	Reappointed
Dwayne Owens – Ward 4	Reappointed
Michael Everette – Ward 5	Reappointed

Claude Carr – Ward 6	Reappointed
Greg Higgs – Ward 7	Reappointed
Rick Mann – Ward 8	Reappointed
LeShawn Jenkins – At Large	Reappointed

Councilman Burnette made a motion, which was seconded by Councilman Shephard and passed unanimously, that Council reappoint LeShawn Jenkins as the At Large member.

**(8) Memo 16-69 – Appointments – Edgecombe County Tourism Development Authority**

Councilman Shephard abstained from voting due to belief of illegal operation by the Edgecombe County Tourism Development Authority. Councilman Jenkins resigned as the Council’s member on the board, he recommended Councilman Brown for the position. Councilman Woodard made a motion, which was seconded by Councilman Shephard and passed unanimously, that Council appoint Councilman Brown to fill the seat. Ms. Rosena Ricks has expressed interest in continuing to serve on the board, Ms. Marian Barnhill has expressed interest and Mr. Buddy Hooks is not interested in serving another term. Councilman Brown nominated June Leland to fill Mr. Hooks position. No other nominations were made. Councilman Jenkins made a motion, which was seconded by Councilman Shephard and passed unanimously, that Council close nominations. Council votes:

Rosena Ricks	6 votes
Marian Barnhill	2 votes
June Leland	6 votes

Councilman Jenkins made a motion, which was seconded by Councilmember Jordan and passed unanimously, that Council appoint Ms. Rosena Ricks and Ms. June Leland to serve a one year term.

**(9) Memo 16-70 – Appointments – Parking Authority**

Councilmember Jordan made a motion, which was seconded by Councilman Jenkins and passed unanimously, that Council re-appoint Carlton Jones (Main Street Realty) and Jimmy Dupree (Roberson Dupree Shoes) to serve a 5 year term that will expire October 2021.

**(10) Memo 16-71 – Appointments – Planning Board & Zoning Commission**

Councilman Jenkins made a motion, which was seconded by Councilman Woodard and passed unanimously, that the following individuals be appointed to fill the four year terms.

Donald Caudle – Ward 2	Reappointed
Daniel Crandol – Ward 4	Newly Appointed
James Willoughby – Ward 6	Reappointed
Scott Fisher – Ward 8	Reappointed
Chris Cumpata – Extraterritorial Jurisdiction	Newly Appointed

**(11) Memo 16-72 – Appointments – Redevelopment Commission**

Councilman Shephard made a motion, which was seconded by Councilman Woodard and passed unanimously, that Council reappoint Samuel Noble and Jerry Spruell to serve another five year term.

**(12) Memo 16-73 – Appointments – Tarboro-Edgecombe Airport Authority**

Councilman Jenkins made a motion, which was seconded by Councilmember Jordan and passed unanimously, that Council reappoint Harold Thompson to serve another four year term.

**(13) Memo 16-74 – Budget Amendment – Hurricane Matthew**

Councilman Jenkins made a motion, which was seconded by Councilman Woodard and passed unanimously, that Council adopt the following budget resolution:

BUDGET RESOLUTION  
TOWN COUNCIL OF THE TOWN OF TARBORO  
October 10, 2016

BE IT RESOLVED BY THE TOWN COUNCIL OF THE TOWN OF TARBORO, NORTH CAROLINA, that the 2016-2017 Fiscal Year Budget be amended by amending Revenue and Expenditure line items as follows:

Account No.	Account Name	Current Budget	Amt of Change	Revised Budget
<b>REVENUES – HURRICANE MATTHEW FUND</b>				
523760.0100	FEMA/Insurance	0	+1,000,000	1,000,000
<b>EXPENDITURES – HURRICANE MATTHEW FUND</b>				
525210.1100	Personnel-Gen	0	+125,000	125,000
525210.1101	Immediate Needs	0	+125,000	125,000
525210.1200	Personnel-Electric	0	+125,000	125,000
525210.1201	Immediate Needs	0	+125,000	125,000
525210.1300	Personnel-W&S	0	+125,000	125,000
525210.1301	Immediate Needs	0	+125,000	125,000
525210.1400	Personnel-Solid Waste	0	+125,000	125,000
525210.1401	Immediate Needs	0	+125,000	125,000

BE IT FURTHER RESOLVED that the Budget Officer is hereby authorized and directed to implement said budget as amended.

Councilman Brown requested a monthly update on the use of the funds.

**9. OTHER REPORTS****A. Town Manager**

Troy Lewis informed Council that the NCLM Conference was scheduled for Sunday October 23, 2016 – Tuesday October 25, 2016, if any Councilmembers are interested in attending contact Troy.

**B. Town Attorney**

Chad Hinton expressed his appreciation for all involved in the Hurricane Matthew relief efforts.

**C. Council Members**

**Ward 1 – Councilman Woodard** – thanked staff and volunteers for coming together during and after Hurricane Matthew.

**Ward 2 - Councilman Taylor** – expressed concerns about the stop signs at Riverside Plaza. Troy Lewis informed him that Riverside Plaza was private property so the Town of Tarboro was not responsible for the stop signs on the property.

**Ward 3 – Councilman Burnette** – thanked staff for their hard work before and after Hurricane Matthew.

**Ward 4 – Councilman Brown** – thanked staff and volunteers for their hard work before and after Hurricane Matthew.

**Ward 5 – Councilman Jenkins** – requested information on Handicap placards and asked that the Police Department keep a close watch on the Handicap spaces at the Edgecombe County Social Service offices.

**Ward 6 – Councilmember Jordan** – thanked staff, first responders and volunteers for their hard work before and after Hurricane Matthew. Councilmember Jordan also requested extra Police security in her Ward.

**Ward 7 – Councilman Knight** – thanked staff for their hard work before and after Hurricane Matthew.

**Ward 8 - Councilman Shepheard** – requested that the Parking Authority address Handicap parking around the Edgecombe County Social Service office. Councilman Shepheard also thanked staff for their hard work before and after Hurricane Matthew. Councilman Shepheard expressed concerns about the new flood zones, stating that homes in the flood zone did not flood during this storm. He asked that Roy Gray, a citizen affected by the new flood zone, take pictures to support his concerns.

**10. ADJOURNMENT**

Councilmember Jordan made a motion, which was seconded by Councilman Jenkins and passed unanimously, that the meeting be adjourned.

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Acting Mayor

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Leslie M. Lunsford, Town Clerk