

MINUTES OF A REGULAR MEETING OF THE TOWN COUNCIL OF THE TOWN OF TARBORO, HELD AT 7:00 P.M. ON MONDAY, NOVEMBER 13, 2017 IN THE COUNCIL ROOM, TOWN HALL, TARBORO, NORTH CAROLINA

MEMBERS PRESENT

Joe Pitt	Mayor
C.B. Brown	Councilman
Steve Burnette	Councilman
Sabrina Bynum	Councilmember
John Jenkins	Councilman
Deborah Jordan	Councilmember
Garland Shephard	Councilman
Leo Taylor	Councilman/Mayor Pro Tem
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

The meeting was called to order by Mayor Pitt.

2. INVOCATION

Invocation was given by Councilman Taylor.

3. PLEDGE OF ALLEGIANCE

4. APPROVAL OF AGENDA BY COUNCIL

Troy Lewis requested Council add a Planning Department report to 8. Reports of Boards and Commissions. Councilmember Jordan made a motion, which was seconded by Councilman Jenkins and passed unanimously, that Council approve the amended agenda.

5. REQUESTS AND PETITIONS OF CITIZENS

**A. Sarah Peveler – 202 E Battle Avenue, Tarboro
Phyllis Muller – 1106 Cypress Street, Tarboro**

Ms. Peveler and Ms. Muller informed Council of the new Internet Purchase Safe Zone located at the Edgecombe County Sheriff's Office. Council was invited to attend the ribbon cutting on November 21, 2017 at 11:00 am.

B. Kathy Williams – 2208 Panola Street, Tarboro

Ms. Williams requested Council's support for a joint animal shelter with Edgecombe County. Ms. Williams explained the need for additional spaces for local animals. Council agreed to attend a joint meeting with Edgecombe County.

**C. Pat Petruzzello, Dr. Brooks Peters, Laura Temple -
Edgecombe Cancer Support Foundation**

Ms. Petruzzello, Ms. Temple and Dr. Peters expressed appreciation to the Town of Tarboro for the support offered during the recent "Run for Your Life" fundraiser for local families battling cancer. The foundation raised over \$300,000 with over 300 participants.

D. John Vaudo – Eason Tiney American Legion Post 19, Tarboro

Mr. Vaudo and Mr. George Young expressed interest in the Town-owned property at 509 Trade Street as a post home for the Eason Tiney American Legion Post 19. Council advised them to make an offer on the property.

E. C. W. Mayo – 710 Williamsburg Drive, Tarboro

Mr. Mayo spoke on behalf of Tarboro Savings Bank. He requested Council consider amending the traffic schedule to change Church Street from a one-way street to a two-way street.

**F. Victoria & Kenny Herbert – 1205 W Northern Boulevard,
Tarboro**

Mr. & Ms. Herbert own a auto repair business and fly flags as means of advertising, they were told the ordinance did not allow the flags to fly permanently and that they had to be removed. The Herbert's requested Council consider amending the Ordinance and allow the flags until such action is taken.

6. MATTERS SCHEDULED FOR PUBLIC HEARING

A. Emergency Response/Fire Training Center

The following Notice of Public Hearing was published in The Tarboro Weekly and The Tar River Times:

NOTICE OF PUBLIC HEARING

PUBLIC NOTICE IS HEREBY GIVEN that the Town Council of the Town of Tarboro will conduct two public hearings beginning at 7:00 p.m. on Monday, November 13, 2017 in the Council Room of the Town Hall for the purpose of considering and taking action on the following application:

1. To consider a proposed text amendment to the Unified Development Ordinance submitted by the Town of Tarboro to amend the composition of the Board of Adjustment to reduce the number of members required from ten (10) to five (5) members on a rotational basis.
2. To consider the development of an Emergency Response/Fire Training Facility on property owned by the Town of Tarboro south of Barlow Road.

The full text of this petition which if adopted, will effectuate the proposed changes is on file in the office of the Director of Planning and in the office of the Town Clerk of the Town of Tarboro in the Town Hall and is available for review by interested parties during normal business hours prior to the holding of the public hearing.

All citizens and interested parties are urged to be present at said Public Hearing and make their views known on said proposed amendment and development.

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

This the 26th day of October, 2017.

The Mayor declared the public hearing open.

Frankie Winslow, Fire Chief and Bernie Taylor, Edgecombe Community College, presented Council with information on the proposed Emergency Response/Fire Training Center.

No one spoke in favor of.

Janet Elliott & Vernon McCormick, 1805 Barlow Road and James Lyons, 724 McMillan Drive spoke against the facility.

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

No action is required at this time. More information will be presented at the December Council meeting held on Monday, December 11, 2017.

7. RECOGNITION OF STATE CHAMPIONSHIP

The Mayor presented Brenna Bryant with a Resolution honoring her title as State Champion for the Tarboro High School Tennis team.

B. UDO Text Amendment – Article III – Section 29 Board of Adjustment

The Notice of Public Hearing in its entirety is printed under 6.A. above.

The Mayor declared the public hearing open.

Catherine Grimm, Planning Director gave background information.

No one spoke in favor of or in opposition of the UDO Text Amendment.

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

Councilman Shephard made a motion, which was seconded by Councilman Woodard and passed unanimously, that the resolution, attached at page 73-64a, and the following ordinance be adopted:

ORDINANCE NO. 17-15

AN ORDINANCE AMENDING THE UNIFIED DEVELOPMENT ORDINANCE (TEXT ORDINANCE) OF THE TOWN OF TARBORO TO ESTABLISH REGULATIONS PERTAINING TO MEMBERS PRESENT TO ESTABLISH A QUORUM WITHIN THE BOARD OF ADJUSTMENT.

8. REPORTS OF BOARDS AND COMMISSIONS

Catherine Grimm, Planning Director, requested Council call for and hold a public hearing at the December 11, 2017 Council Meeting to discuss a tree ordinance for Tree City USA. Councilman Woodard made a motion, which was seconded by Councilman Jenkins and passed unanimously, that Council call for and hold the public hearing recommended.

9. TOWN MANAGER'S RECOMMENDATIONS

A. Consent Items

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

(1) Memo 17-102 – 2009 Tax Levy Adjustment

Action taken: Council

- (1) approved the 2009 Tax Levy release number 32 in the amount of \$255.49, and
- (2) approved the *Schedule of 2009 Tax Levy Adjusted as of November 13, 2017*, attached at page 73-64b, in the amount of \$3,167,215.47.

(2) Memo 17-103 – 2010 Tax Levy Adjustment

Action taken: Council

- (1) approved the 2010 Tax Levy release numbers 42-43 in the amount of \$827.67, and
- (2) approved the *Schedule of 2010 Tax Levy Adjusted as of November 13, 2017*, attached at page 73-65a, in the amount of \$3,233,048.29.

(3) Memo 17-104 – 2011 Tax Levy Adjustment

Action taken: Council

- (1) approved the 2011 Tax Levy release numbers 31-32 in the amount of \$942.62, and
- (2) approved the *Schedule of 2011 Tax Levy Adjusted as of November 13, 2017*, attached at page 73-65b, in the amount of \$3,544,382.97.

(4) Memo 17-105 – 2012 Tax Levy Adjustment

Action taken: Council

- (1) approved the 2012 Tax Levy release numbers 27-28 in the amount of \$942.62, and
- (2) approved the *Schedule of 2012 Tax Levy Adjusted as of November 13, 2017*, attached at page 73-65c, in the amount of \$3,588,100.93.

(5) Memo 17-106 – 2013 Tax Levy Adjustment

Action taken: Council

- (1) approved the 2013 Tax Levy release numbers 24-25 in the amount of \$942.62, and
- (2) approved the *Schedule of 2013 Tax Levy Adjusted as of November 13, 2017*, attached at page 73-65d, in the amount of \$3,507,980.42.

(6) Memo 17-107 – 2014 Tax Levy Adjustment

Action taken: Council

- (1) approved the 2014 Tax Levy release numbers 32-33 in the amount of \$942.62, and
- (2) approved the *Schedule of 2014 Tax Levy Adjusted as of November 13, 2017*, attached at page 73-65e, in the amount of \$3,391,038.62.

(7) Memo 17-108 – 2015 Tax Levy Adjustment

Action taken: Council

- (1) approved the 2015 Tax Levy release number 29 in the amount of \$290.97, and
- (2) approved the *Schedule of 2015 Tax Levy Adjusted as of November 13, 2017*, attached at page 73-65f, in the amount of \$3,358,936.48.

(8) Memo 17-109 – 2016 Tax Levy Adjustment

Action taken: Council

- (1) approved the 2016 Tax Levy release number 25 in the amount of \$290.97,
- (2) approved the *Schedule of 2016 Tax Levy Adjusted as of November 13, 2017*, attached at page 73-65g, in the amount of \$3,285,873.31.

(9) Memo 17-110 – 2017 Tax Levy Adjustment

Action taken: Council

- (1) ordered the Tax Collector be charged with afterlists 23 in the amount of \$16.74,
- (2) entered into the minutes 2017 Tax Levy release number 20 in the amount of \$10.40, and
- (3) approved the *Schedule of 2017 Tax Levy Adjusted as of November 13, 2017*, attached at page 73-65h, in the amount of \$3,313,768.45.

(10) Minutes

Action taken: Council approved the minutes of the October 9, 2017 regular meeting.

B. Action Items**(1) Memo 17-111 – Edgecombe County Board of Education – Princeville Elementary School Joint Use Agreement**

Councilmember Bynum made a motion, which was seconded by Councilman Shephard and passed unanimously, that Council approve the extension of the Joint Use Agreement between the Edgecombe County Board of Education and the Town of Tarboro from the current expiration of October 17, 2017 to a new expiration date of January 1, 2019.

(2) Memo 17-112 – New Year's Eve Event – Downtown Tarboro

Councilman Jenkins made a motion, which was seconded by Councilman Woodard and passed by a 6 to 2 vote, that Council adopt the following budget resolution:

BUDGET RESOLUTION
TOWN COUNCIL OF THE TOWN OF TARBORO
November 13, 2017

BE IT RESOLVED BY THE TOWN COUNCIL OF THE TOWN OF TARBORO, NORTH CAROLINA, that the 2017-2018 Fiscal Year Budget be amended by amending Revenue and Expenditure line item as follows:

<u>Account No.</u>	<u>Account Name</u>	<u>Current Budget</u>	<u>Amt of Change</u>	<u>Revised Budget</u>
REVENUES – GENERAL FUND				
103950.0100	Special Event Sponsorships	0	+10,000	10,000
EXPENDITURES – GENERAL FUND				
104900.8309	Special Events – New Year's Eve	0	+10,000	10,000

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

Councilmembers Woodard, Jordan, Bynum, Brown, Jenkins, Burnette voted in favor of the motion. Councilmembers Taylor and Shephard voted against the motion.

Councilman Jenkins introduced and moved the adoption of an ordinance entitled:

ORDINANCE NO. 17-16

AN ORDINANCE DECLARING A ROAD CLOSURE FOR A NEW YEAR'S EVE EVENT

which motion was seconded by Councilman Woodard and passed unanimously. The Ordinance is recorded in Ordinance Book Number 11.

Councilman Woodard made a motion, which was seconded by Councilman Burnette and passed by a 6 to 2 vote, that Council adopt the resolution, attached at page 73-65i, authorizing the sale and consumption of alcohol on Town-owned property. Councilmembers Woodard, Jordan, Bynum, Brown, Jenkins, Burnette voted in favor of the motion. Councilmembers Taylor and Shephard voted against the motion.

(3) Memo 17-113 – Disposition of Town-Owned Property 509 Trade Street

Councilman Shephard made a motion, which was seconded by Councilman Brown and passed unanimously, that Council table the action item for now.

(4) Memo 17-114 – Church Street – Two Way Conversion

Mayor Pitt asked to abstain from the discussion and vote due to his affiliation with Tarboro Saving Bank. Councilman Jenkins made a motion, which was seconded by Councilman Taylor and passed unanimously, that Council authorize staff to work with the North Carolina Department of Transportation to convert Church Street between Albemarle Avenue and St. Andrew Street from a one-way traffic pattern to a two-way traffic pattern.

(5) Memo 17-115 – Traffic Matters – Parking Authority Recommendations

Councilman Taylor made a motion, which was seconded by Councilmember Bynum and passed by a 6 to 2 vote, that Council authorize the conversion of three (3) spaces behind Phillip's Printing to rental spaces. Councilmembers Woodard, Jordan, Bynum, Brown, Taylor and Burnette voted in favor of the motion. Councilmembers Jenkins and Shephard voted against the motion.

Councilman Woodard made a motion, which was seconded by Councilman Taylor and passed by a 4 to 4 vote with the Mayor voting in favor of, that Council authorize changing the parking along Granville Street from Main Street to St Andrew Street and along Pitt Street, Church Street and St John Street from St Andrew Street to Albemarle Avenue to 2-hour parking. Also convert the 15-minute spaces on St Andrew Street to 1-hour spaces. Councilmembers Woodard, Jordan, Bynum and Taylor and Mayor Pitt voted in favor of the motion. Councilmembers Brown, Jenkins, Shephard and Burnette voted against the motion.

Councilman Brown made a motion, which was seconded by Councilman Shephard and passed unanimously, that Council deny the request to reduce the current parking violation fee from \$25 to \$10. Councilmember Jordan requested that new ticket books be purchased to include the \$25 fee.

(6) Memo 17-116 – Temporary Halt in Enforcement of UDO Section 283(C)

Councilmember Jordan made a motion, which was seconded by Councilman Woodard and passed by a 4 to 4 vote with the Mayor voting in favor of, that Council authorize a temporary halt by staff to the strict enforcement of Article 17, Section 283 (c) of the UDO until such time that the overall Unified Development Ordinance is updated. Councilmembers Woodard, Jordan, Brown and Bynum and Mayor Pitt voted in favor of the motion. Councilmembers Taylor, Jenkins, Shephard and Burnette voted against the motion.

(7) Memo 17-117 – NCDOT – Tarboro Christmas Parade Road Closure

Councilman Brown introduced and moved the adoption of an ordinance entitled:

ORDINANCE NO. 17-17

AN ORDINANCE DECLARING A ROAD CLOSURE FOR A CHRISTMAS PARADE.

which motion was seconded by Councilman Burnette and passed unanimously.

(8) Memo 17-118 – Disposition of Surplus Property

Councilman Jenkins made a motion, which was seconded by Councilman Burnette and passed unanimously, that Council adopt the resolution, attached at page 73-66a, authorizing the Tarboro Police Department to dispose of surplus property, a .45 caliber Thompson Submachine Gun, by means of private and/or public auction as allowed by the Bureau of Alcohol, Tobacco, and Firearms (ATF).

(9) Memo 17-119 – Grant Agreement – Golden LEAF Foundation

Councilman Jenkins made a motion, which was seconded by Councilman Shephard and passed unanimously, that Council accept the Golden LEAF grant in the amount of \$328,228 and authorize the Mayor and staff to execute appropriate grant agreements and other documentation.

(10) Memo 17-120 – Budget Amendment – Network Switches

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
November 13, 2017

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<u>Account No.</u>	<u>Account Name</u>	<u>Current Budget</u>	<u>Amt of Change</u>	<u>Revised Budget</u>
REVENUES				
103990.0100	GF-Fund Balance Appro	529,219	+13,334	542,553
303990.0100	EF-Fund Balance Appro	376,871	+13,333	390,204
313990.0100	WSF-Fund Balance Appro	120,868	+13,333	134,201
EXPENDITURES				
104260.7300	GF-Capital Outlay-Impro	117,978	+13,334	131,312
307200.7300	EF-Capital Outlay-Impro	0	+13,333	13,333
317100.7300	WSF-Capital Outlay-Impro	20,000	+13,333	33,333

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

(11) Memo 17-121 – Appointment for December – Edgecombe County Memorial Library

No action necessary.

10. OTHER REPORTS**A. Town Manager**

Troy Lewis informed Council that he had received three bids to update the Code of Ordinances, bids ranged from \$50,000 to \$100,000, he reminded Council the budget for this project was \$30,000. Councilman Brown made a motion, which was seconded by Councilman Jenkins and passed unanimously, that Council authorize staff to proceed with the revision of UDO Section 283 (c), regarding the signs mentioned in Memo 17-116.

B. Town Attorney

Chad Hinton thanked the Tarboro Police Department for handling a situation at his office.

C. Council Members

Ward 1 – Councilman Woodard – suggested Council discuss a Code Enforcer position at the next Council Retreat.

Ward 2 - Councilman Taylor – asked for update on CSX issues on Anaconda Road.

Ward 3 – Councilman Burnette – suggested staff look for another cable carrier to eliminate Suddenlink.

Ward 4 – Councilman Brown – agreed with Councilman Jenkins on problems with Suddenlink Communications.

Ward 5 – Councilman Jenkins – suggested the Town look for another cable carrier to replace Suddenlink. He expressed concerns about the negative customer service. He requested the contract with Suddenlink Communications be reviewed.

Ward 6 – Councilmember Jordan – requested an update on funds available for flood victims.

Ward 7 – Councilmember Bynum – discussed the Recreation Advisory Committee appointment for her ward.

Ward 8 - Councilman Shephard – stated he would like to see the Town pay off debt and remain debt free. He also asked for an update

on the former Armory building, he was informed that the Town is waiting on the State of NC.

11. ADJOURNMENT

Councilman Taylor made a motion, which was seconded by Councilman Shephard and passed unanimously, that the meeting be adjourned.

Joseph W. Pitt, Mayor

Leslie M. Lunsford, Town Clerk