

**MINUTES OF A REGULAR MEETING OF THE TOWN COUNCIL OF THE TOWN OF TARBORO, HELD AT 7:00 P.M. ON MONDAY, NOVEMBER 14, 2016 IN THE COUNCIL ROOM, TOWN HALL, TARBORO, NORTH CAROLINA**

MEMBERS PRESENT

|                               |                          |
|-------------------------------|--------------------------|
| C.B. Brown                    | Councilman               |
| Steve Burnette                | Councilman               |
| John Jenkins                  | Councilman               |
| Deborah Jordan                | Councilmember            |
| Taro Knight (Conference Call) | Councilman               |
| 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 Pro Tem Leo Taylor.

**2. INVOCATION**

Invocation was given by Councilman Taylor.

**3. PLEDGE OF ALLEGIANCE**

Councilman Taylor invited Cub Scout Pack & Boy Scout Troop 816 of First Free Will Baptist Church to lead the Pledge of Allegiance.

**4. APPROVAL OF AGENDA BY COUNCIL**

Councilman Shephard requested any financial items be moved to the top of the agenda, stating he may have to leave early due to his recent Hospital discharge following surgery. Council consensus.

**5. REQUESTS AND PETITIONS OF CITIZENS**

**A. Keith Hale – 1405 Captains Road, Tarboro**

Mr. Hale expressed his appreciation to Town staff for the team work displayed during and after Hurricane Matthew. He also expressed appreciation for prior administration and the purchases made to prepare the Town for emergency situations.

**6. MATTERS SCHEDULED FOR PUBLIC HEARING**

None.

**7. REPORTS OF BOARDS AND COMMISSIONS**

**A. Forest Acres Flood Plain Map Amendment**

Catherine Grimm, Planning Director, gave updated information from FEMA, including a Flood Map Revision removing a portion of the flood zone area. All questions were answered. Councilman Jenkins requested Council be sent copies of correspondence regarding this process.

**8. TOWN MANAGER'S RECOMMENDATIONS**

**A. Consent Items**

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

**(1) Memo 16-78 – 2016 Tax Levy Adjustment**

Action taken: Council

- ordered the Tax Collector be charged with afterlists 35-50 in the amount of \$1,250.06,
- approved 2016 Tax Levy release number 13 in the amount of \$196.50, and
- approved the *Schedule of 2016 Tax Levy Adjusted as of November 14, 2016*, attached at page 73-31a, in the amount of \$3,282,027.20.

**(2) Minutes**

Action taken: Council approved the minutes of the October 17, 2016 regular meeting and the October 24, 2016 special called meeting.

**B. Action Items**

**(1) Memo 16-79 – Cooperative Agreement: Town of Tarboro and NC Department of Public Safety – Viper Radio System**

Councilmember Jordan made a motion, which was seconded by Councilman Jenkins and passed unanimously, that Council approve the agreement between the Town of Tarboro and the

North Carolina Department of Public Safety, Division of Highway Patrol for a total cost of \$575, 188 to install equipment necessary to serve the Town's radio needs with the State of North Carolina VIPER system.

**(2) Memo 16-80 – Bid Award – Police Vehicles**

Councilman Jenkins made a motion, which was seconded by Councilman Woodard and passed unanimously, that Council approve the purchase of five (5) 2017 Ford Police Interceptor Sedans at the low bid price of \$122,535 from Capital Ford. A bid tabulation is attached at page 73-31b.

**(3) Memo 16-81 – Petition to install Traffic Control Devices – Pine Street**

Councilman Taylor made a motion to install five (5) speed bumps instead of the original eight (8) requested, motion died due to lack of second. Councilman Woodard made a motion, which was seconded by Councilman Shephard and passed unanimously, that Council follow staff suggestions by increased enforcement by the Tarboro Police Department and a four-way stop sign to be located at the intersection of Pine and Lewis Streets.

**(4) Memo 16-82 – Resolution for Designation of Applicant's Agent – Hurricane Matthew**

Councilman Jenkins made a motion, which was seconded by Councilman Shephard and passed unanimously, that Council adopt the resolution, attached at page 73-31c, authorizing the Town Manager and Finance Director as the designated agents for the Town of Tarboro for the purpose of obtaining assistance for expenses and damages associated with Hurricane Matthew.

**(5) Memo 16-83 – NC Department of Commerce – Building Reuse Grant Application – Authorizing Resolution**

Councilman Shephard made a motion, which was seconded by Councilman Jenkins and passed unanimously, that Council adopt the authorizing resolution, attached at page 73-31d, authorizing staff to proceed with a North Carolina Department of Commerce, Building Reuse Program grant application to create jobs within the Town of Tarboro.

**(6) Memo 16-84 – NCDOT – Tarboro Christmas Parade Ordinance**

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

ORDINANCE NO. 16-06

AN ORDINANCE DECLARING A ROAD CLOSURE FOR A CHRISTMAS PARADE.

which motion was seconded by Councilman Woodard and passed unanimously.

**(7) Memo 16-85 – Tarboro-Edgecombe Chamber of Commerce Offices**

Councilman Jenkins made a motion, which was seconded by Councilmember Jordan and passed unanimously, that Council authorize staff to negotiate a lease agreement with the Tarboro-Edgecombe Chamber of Commerce to utilize unoccupied space within Town Hall at 500 N. Main Street and authorize staff to attempt to sell the property located at 509 Trade Street.

**9. OTHER REPORTS**

**A. Town Manager**

Troy Lewis introduced Brad Guth, Commercial Development & Main Street Coordinator. He informed Council of the Flood Recovery Forum to be held Tuesday, November 15, 2016 at 5:30 pm at the Edgecombe County Administration Building. He also invited Councilmembers to the Employee Appreciation Luncheon to be held Wednesday, November 23, 2016 from 12:00 – 2:00 pm at the Electric Department.

**B. Town Attorney**

Chad Hinton reminded Council that this was the last week of the Art Bazaar and encouraged all to attend.

**C. Council Members**

**Mayor Election Process for December Meeting.**

Chad Hinton recommended Council allow all interested citizens time to speak at the December meeting. Council would then nominate citizens and vote for the vacant Mayor's position.

**Ward 1 – Councilman Woodard – None.**

**Ward 2 - Councilman Taylor** – politely challenged the decision on speed bumps on Pine Street. He requested the island on Western Boulevard be painted with reflective paint, he was informed that NCDOT would be responsible for that project. Councilman Taylor also questioned the responsibility of damaged headstones at Eastlawn Cemetery following Hurricane Matthew, he was informed that it would be the citizens responsibility.

**Ward 3 – Councilman Burnette** – thanked staff for continued recovery efforts following Hurricane Matthew.

**Ward 4 – Councilman Brown** – thanked Brad Guth and stated that he was looking forward to his work. He also thanked Jesse Webb and the Police Department for work on the shooting at Pender Square Apartments.

**Ward 5 – Councilman Jenkins** – expressed well wishes for Taro Knight.

**Ward 6 – Councilmember Jordan** – requested that just storm and flood debris be picked up from streets. She stated that contractors should not be able to leave trash out for pick up.

**Ward 7 – Councilman Knight** – thanked Council for continued prayers. He also stated that he was proud of the recent Council meetings and Council's ability to agree to disagree tactfully.

**Ward 8 - Councilman Shephard** – informed Council that an Edgecombe County member of the Tourism Board was deceased and needed to be removed from the Boards, Commissions, Committees Handbook.

#### **10. CLOSED SESSION AS PER NCGS § 143-318.11.(a)(4)**

Councilman Woodard made a motion, which was seconded by Councilman Jenkins and passed unanimously, that Council enter into Closed Session.

Councilman Woodard made a motion, which was seconded by Councilman Burnette and passed unanimously, that Council resume regular session.

#### **11. ADJOURNMENT**

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

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Mayor Pro Tem

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Leslie M. Lunsford, Town Clerk