

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

**MEMBERS PRESENT**

Joe Pitt	Mayor
C.B. Brown	Councilman
Steve Burnette	Councilman
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 Joe Pitt.

**2. INVOCATION**

Invocation was given by Councilmember Jordan.

**3. PLEDGE OF ALLEGIANCE**

**4. DISCUSSION AND APPROVAL OF PROCEDURE FOR APPOINTMENT OF COUNCIL PERSON FOR WARD 7**

Council approved the following procedure for appointment of Council person for Ward 7.

- The Town Clerk accepted names for appointment of Council person for Ward 7.
 

Earlene Womack	0
Roy Gray	1
Sabrina Bynum	6
- Names were received, ballots were given to each Councilmember for the purpose of submitting a written ballot for the person of their choice for Council person for Ward 7. Ballots were signed by the voting Councilmember.
- The nomination with the majority of the Council votes, no less than four (4) votes, was selected as Council person for Ward 7.
- In the event no nominee receives four (4) votes, the Council will repeat the procedure until a candidate has received four (4) votes.

**5. APPOINTMENT OF COUNCIL PERSON TO SERVE WARD 7 AND SWEARING IN OF COUNCIL PERSON**

Council appointed Sabrina Bynum to fill the vacant seat in Ward 7. The votes are as follows:

Earlene Womack	0
Roy Gray	1
Sabrina Bynum	6

The Oath of Office for Ward 7 was administered by the Town Clerk. Councilmember Bynum took her seat on the Council for the remainder of the meeting.

**6. APPROVAL OF AGENDA BY COUNCIL**

Councilman Jenkins made a motion, which was seconded by Councilman Burnette and passed unanimously, that Council approve the agenda as presented.

**7. REQUESTS AND PETITIONS OF CITIZENS**

**A. Candis Owens – 104 W Park Avenue, Tarboro**

Ms. Owens requested Council consider the Town joining Tree City USA, she informed Council of the benefits of joining. Ms. Owens was informed that the Town was currently in the process of joining Tree City USA and that there would be a meeting on Friday, February 17, 2017 at 11:00 am in the Council Chambers at Town Hall.

**B. Linda Goines – 1205 N Main Street, Tarboro**

Ms. Goines requested Council consider proclaiming the Hickory Shad as the official fish of the Town of Tarboro.

**C. Stephen Ribustello – 901 S Howard Circle, Tarboro**

Mr. Ribustello requested Council consider amending the Code of Ordinances to allow alcohol on Town owned property. Council agreed to review at the upcoming Council Retreat.

**D. Pat Petruzzello – 106 W Philips Street, Tarboro**

Ms. Petruzzello also requested Council consider amending the Code of Ordinances to allow alcohol on Town owned property, specifically for the Run For Your Life 5K scheduled in October 2017.

**8. MATTERS SCHEDULED FOR PUBLIC HEARING**

**A. UDO Text Amendment – Article X Permissible Uses – Section 146**

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

**NOTICE OF PUBLIC HEARING**

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

- To consider a proposed amendment to the Unified Development Ordinance (UDO) to amend Section 146 to allow funeral homes within the B-2 district.

The full text of this application 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 application.

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

This the 1<sup>st</sup> day of February, 2017.

The Mayor declared the public hearing open.

Catherine Grimm, Planning Director, gave background information.

James T Willoughby spoke in favor of the rezoning stating that he currently operated a funeral home in Princeville that was flooded during Hurricane Matthew. He has been looking into a few places currently in the B-2 district.

No one spoke against the rezoning.

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

Councilman Taylor made a motion, which was seconded by Councilman Shephard and passed unanimously, that Council adopt the resolution, attached at page 73-37a, and the ordinance entitled:

**ORDINANCE NO. 17-02**

AN ORDINANCE AMENDING THE UNIFIED DEVELOPMENT ORDINANCE (ZONING ORDINANCE) OF THE TOWN OF TARBORO TO ESTABLISH REGULATIONS PERTAINING TO FUNERAL HOMES WITHIN THE PERMISSIBLE USES TABLE.

The Ordinance is recorded in Ordinance Book Number 11.

**9. REPORTS OF BOARDS AND COMMISSIONS**

None.

**10. TOWN MANAGER'S RECOMMENDATIONS**

**A. Consent Items**

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

**(1) Memo 17-04 – 2016 Tax Levy Adjustment**

Action taken: Council

- approved 2016 Tax Levy release numbers 19 in the amount of \$483.03, and
- approved the *Schedule of 2016 Tax Levy Adjusted as of February 13, 2017*, attached at page 73-37b, in the amount of \$3,288,940.38.

**(2) Minutes**

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

**B. Action Items**

**(1) Memo 17-05 – Hazard Mitigation Grant Project – Request for Proposals**

Councilman Shephard made a motion, which was seconded by Councilman Taylor and passed unanimously, that Council authorize the Mayor to execute any documents for planning and management services between the Town of Tarboro and Holland Consulting Planners.

**(2) Memo 17-06 – Budget Amendment – Hurricane Matthew**

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

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

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:

<u>Account No.</u>	<u>Account Name</u>	<u>Current Budget</u>	<u>Amt of Change</u>	<u>Revised Budget</u>
<b>REVENUES – HURRICANE MATTHEW FUND</b>				
523760.0100	FEMA/INSURANCE	0	+1,000,000	1,000,000
<b>EXPENDITURES – HURRICANE MATTHEW FUND</b>				
525210.7400	Capital Outlay-General.	0	+500,000	500,000
525210.7401	Capital Outlay-Electric	0	+250,000	250,000
525210.7402	Capital Outlay-Water&Sewer	0	250,000	250,000

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

**(3) Memo 17-07 – Report of Unpaid Taxes that are Liens on Real Property and Tax Lien Advertising**

Councilman Jenkins made a motion, which was seconded by Councilman Burnette and passed unanimously, that Council approve the report of the Tax Collector on unpaid 2016 taxes that are liens on real property and that Council order the Tax Collector to advertise 2016 taxes that are liens on real property one (1) time as soon as all statutory requirements can be met.

**(4) Memo 17-08 – NCEMPA – Renewable Energy Development & Service Agreement**

Councilman Taylor made a motion, which was seconded by Councilman Woodard and passed unanimously, that Council approve the Renewable Energy Development and Service Agreement between the Town of Tarboro and the North Carolina Eastern Municipal Power Agency, attached at pages 73-38a through 73-38f.

**(5) Memo 17-09 – Traffic Schedule – Parking Changes**

Councilman Woodard made a motion, which was seconded by Councilmember Jordan and passed unanimously, that Council adopt the resolution amending the Traffic Schedule, attached at 73-38g.

**(6) Memo 17-10 – Resolution to withdraw Dedication of Unconstructed Portion of Kent Road**

Councilmember Jordan made a motion, which was seconded by Councilman Woodard and passed unanimously, that Council approve the resolution, attached at page 73-38h.

**11. OTHER REPORTS****A. Town Manager**

Troy Lewis informed Council that Flood Maps have been amended and would be distributed soon. He announced that the Council Retreat would be held on Saturday, March 4, 2017 and Sunday, March 5, 2017 at the Fountains of the Albemarle. He also invited Councilmembers to attend Town Hall Day on Wednesday, March 29, 2017 in Raleigh NC.

**B. Town Attorney**

None.

**C. Council Members**

**Ward 1 – Councilman Woodard** – welcomed Sabrina Bynum as Councilmember for Ward 7.

**Ward 2 - Councilman Taylor** – addressed several issues including Livsay Park, the need for “junk” to be cleaned up in citizen’s yard, concerns about the garage on Howard Ave (beside All About Flowers), sidewalks, traffic and speeding concerns on Howard Avenue Extension and Pine Street and a possible “Buck Price” and “James Knight” day honoring the service of these gentleman.

**Ward 3 – Councilman Burnette** – None

**Ward 4 – Councilman Brown** – welcomed Sabrina Bynum as Councilmember of Ward 7. He also acknowledged the improvements at River Front Park.

**Ward 5 – Councilman Jenkins** – None

**Ward 6 – Councilmember Jordan** – requested a list of individuals eligible for the Hazard Mitigation Program. She also expressed appreciation to the Tarboro Fire and Police Departments for response to a recent house fire on E Wilson Street.

**Ward 7 – Councilmember Bynum** - None

**Ward 8 - Councilman Shephard** – acknowledged some improvements noticed on “junk” clean up. He also thanked Dickie Guill for riding along to take note of properties that needed attention.

Mayor Joe Pitt welcomed Councilmember Sabrina Bynum.

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

Councilman Shephard made a motion, which was seconded by Councilman Taylor and passed unanimously, that Council go into Closed Session.

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

**13. ADJOURNMENT**

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

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Joe Pitt, Mayor

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Leslie M. Lunsford, Town Clerk