

MINUTES OF A REGULAR MEETING OF THE TOWN COUNCIL OF THE TOWN OF TARBORO, HELD AT 7:00 P.M. ON MONDAY, MARCH 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
Leo Taylor	Councilman/Mayor Pro Tem
Othar Woodard	Councilman

MEMBERS ABSENT

Garland Shephard	Councilman
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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 Councilman Taylor.

3. PLEDGE OF ALLEGIANCE

4. PRESENTATION OF RESOLUTIONS

Mayor Pitt presented a Resolution of Appreciation to Sheriff James Knight, a Resolution honoring Irvin J. (Buck) Price and a Proclamation recognizing March 13-19, 2017 as Brain Awareness Week.

Councilman Brown made a motion, which was seconded by Councilman Jenkins and passed unanimously, that Council adopt a Proclamation recognizing March as Shad Month and the Hickory Shad as the official fish of the Town of Tarboro.

5. APPROVAL OF AGENDA BY COUNCIL

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

6. REQUESTS AND PETITIONS OF CITIZENS

A. Joe Gardner – 1045 W Saint James Street, Tarboro

Mr. Gardner gave an update on the speeding problem on W. Saint James Street. He stated that he has worked closely with Jesse Webb, Police Chief, and he commended the Police Department's work to monitor the problem.

B. Cathy Gardner – 1045 W Saint James Street, Tarboro

Ms. Gardner expressed her concerns about the clean-up at Greenwood Cemetery. She stated that all belongings were removed from the graves. She also stated that Public Works employees informed her that the benches would be removed as well. Ms. Gardner was extremely upset.

C. Carolyn Newton – 500 W Walnut Street, Tarboro

Ms. Newton also expressed concerns about the clean-up at Greenwood Cemetery. She was also extremely upset.

D. Carol Banks – 1209 Saint Andrew Street, Tarboro, Arts Council

Ms. Banks, on behalf of the Arts Council, requested Council consider a few changes for the Happening on the Commons May 20, 2017. She requested moving the event up a block, extending events hours, adding move live music and food vendors and adding alcohol consumption during the event.

E. Ann Phillips – 307 Dowd Street, Tarboro

Ms. Phillips also expressed concerns about the clean-up at Greenwood Cemetery. She was extremely upset. She requested permission to place flowers and small decorations on graves.

F. Vicky Lancaster – 1401 Chauncey Drive, Tarboro

Ms. Lancaster requested Council revise old Cemetery Ordinances to accommodate citizens and allow limited items to be placed on graves.

G. Cathy Marshall – 504 Forest Acres Drive, Tarboro

Ms. Marshall suggested that important information be placed on utility bills.

Council discussed forming a committee to address concerns and update Ordinances. Council also discussed holding a public forum to get community feedback. Clean up operations have been ceased until issues are resolved.

7. MATTERS SCHEDULED FOR PUBLIC HEARING

None.

8. REPORTS OF BOARDS AND COMMISSIONS

Troy Lewis, Town Manager, presented the Planning Board and Zoning Commission report, attached at page 73-39a. Councilman Brown made a motion, which was seconded by Councilman Jenkins and passed unanimously, that Council call for and hold a public hearing for Zoning Map Amendment 17-01. Councilman Jenkins made a motion, which was seconded by Councilman Burnette and passed unanimously, that Council call for and hold a public hearing for Zoning Map Amendment 17-02. Councilman Taylor made a motion, which was seconded by Councilman Jenkins and passed unanimously, that Council call for and hold a public hearing for Conditional Use Permit 17-01.

9. TOWN MANAGER'S RECOMMENDATIONS

A. Consent Items

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

(1) Memo 17-11 – 2016 Tax Levy Adjustment

Action taken: Council

- (1) ordered the Tax Collector be charged with afterlists 61-63 in the amount of \$186.42,
- (2) approved 2016 Tax Levy release numbers 20 in the amount of \$14.48, and
- (3) approved the *Schedule of 2016 Tax Levy Adjusted as of March 13, 2017*, attached at page 73-39b, in the amount of \$3,289,112.32.

(2) Minutes

Action taken: Council approved the minutes of the February 13, 2017 regular meeting

B. Action Items

(1) Memo 17-12 – Bid Award – Sunset Avenue Repairs

Councilman Woodard made a motion, which was seconded by Councilman Jenkins and passed unanimously, that Council authorize staff to enter into a contract with Anderson & Company at the low bid amount of \$362,846.90. A bid tabulation is attached at page 73-39c.

(2) Memo 17-13 – Budget Amendment – Signage Design & Entrance Fabrication

Councilman Taylor made a motion, which was seconded by Councilmember Bynum and passed unanimously, that Council approve the following resolution:

**BUDGET RESOLUTION
TOWN COUNCIL OF THE TOWN OF TARBORO
March 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:

Account No.	Account Name	Current Budget	Amt of Change	Revised Budget
REVENUES – GENERAL FUND				
103990.0100	Fd Bal Appropriated	750,892	+20,000	770,892
EXPENDITURES – GENERAL FUND				
104900.7300	Capital Outlay-Improve	0	+20,000	20,000

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

(3) Memo 17-14 – Grass Clippings Ordinance

Councilman Woodard made a motion, which was seconded by Councilman Brown and passed unanimously, that Council approve an Ordinance to amend Chapter 16, Article I of the Tarboro Code of Ordinances, prohibiting the blowing of grass clippings and other vegetative debris into streets and drainage ways. Ordinance 17-03 was presented for Council approval but needs to be further amended to include, first time offense: warning, second time offense: \$50 fine and third time: \$100 fine.

(4) Memo 17-15 – Ordinance – Voluntary Shared Leave

Councilman Woodard made a motion, which was seconded by Councilmember Jordan and passed unanimously, that Council adopt the ordinance entitled:

ORDINANCE NO. 17-04

AN ORDINANCE AMENDING THE TARBORO CODE OF ORDINANCES TO ALLOW FOR VOLUNTARY SHARED LEAVE

The Ordinance is recorded in Ordinance Book Number 11.

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

Troy Lewis reminded Council that Town Hall Day will be held on Wednesday, March 29, 2017 in Raleigh NC.

B. Town Attorney

Chad Hinton informed Council that he would be attending the Municipal Attorney's Conference at UNC School of Government on March 23 & 24, 2017

C. Council Members

Ward 1 – Councilman Woodard – asked for an update on the Western Boulevard Bridge by Sunset Church. Councilman Woodard also asked that important information be placed on utility bills.

Ward 2 - Councilman Taylor – requested a memorial be placed in honor of two Tarboro Police Officers killed in the line of duty in 1917. Councilman Taylor also requested a message be included in the utility bill encouraging citizens to Spring clean property.

Ward 3 – Councilman Burnette – asked what the cost would be to include messages and inserts in utility bills. Councilman Burnette thanked John Moore, Public Works Director for doing his job and enforcing Ordinances. He would like for staff to look into amending the current Ordinance regarding cemeteries.

Ward 4 – Councilman Brown – None.

Ward 5 – Councilman Jenkins – commended John Moore and Public Works employees for handling the cemetery issues well. Councilman Jenkins would also like for staff to look into amending the current Ordinance regarding cemeteries.

Ward 6 – Councilmember Jordan – None.

Ward 7 – Councilmember Bynum – commended Council for the effort to solve the cemetery issues. Councilmember Bynum requested Council consider a monthly newsletter sent with utility bills to keep citizens informed.

Ward 8 - Councilman Shephard – None.

11. ADJOURNMENT

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

Joe Pitt, Mayor

Leslie M. Lunsford, Town Clerk