

**MINUTES OF A SPECIAL CALLED MEETING OF THE TOWN COUNCIL OF THE TOWN OF TARBORO, HELD AT 6:00 P.M. ON MONDAY, MAY 23, 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	Councilman
Garland Shephard	Councilman
Leo Taylor	Councilman
Othar Woodard	Councilman

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Acting Mayor/Mayor Pro Tem

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Leslie M. Lunsford, Town Clerk

MEMBERS ABSENT

ALSO PRESENT

M Alan Thornton	Town Manager
Leslie M. Lunsford	Town Clerk
Chad Hinton	Town Attorney

**MEETING CALLED TO ORDER**

The meeting was called to order by Mayor Pro Tem Knight at 6:00 p.m.

**Revitalization Plan**

Anthony Edwards informed Council that in developing the Revitalization Plan he realized the Planning Department is understaffed. For the proposed plan to be successful, the Planning Department would need three additional staff members, a Code Enforcer, additional Building Inspector and Economic Development/Main Street Coordinator. Mr. Edwards stated that some of the largest needs in the area include a Welcome Center and a Technology Center. Mr. Edwards asked that Council acknowledge the Town's need for a revitalization plan, hire appropriate staff members, plan regular updates and start providing Councilmember feedback. Councilman Jenkins made a motion, which was seconded by Councilman Brown and passed unanimously, that Council acknowledge the Town's need for the revitalization plan. Council will continue planning on this project.

Council addressed concerns for the Main Street Coordinator only working on Downtown projects. Mr. Watson Brown, the first Planner for the Town of Tarboro, assured Council that the plan presented included areas outside of the Downtown area. Alan Thornton and Catherine Grimm explained that the State had been lenient on the Town for not having a Main Street Coordinator. If the Town does not comply, the State will re-classify the Town and grant funding will be lost. Council agreed to try to combine the Main Street Coordinator and Economic Development position.

**FY 2016-2017 BUDGET**

Alan Thornton suggested adding additional funds to the Planning Departments Professional Services line item to allow for a consulting firm if needed for the revitalization plan. Council disagreed with adding the additional funds at this time, if staff needed the funds in the future, they could request by budget amendment.

Council questioned why all department heads were not present at the meeting. Alan Thornton informed Council that in past Budget Study meetings, Department Heads were not required to attend. He stated that Budget meetings are normally held in the Conference Room with Council, Manager and Finance Director present. Councilman Brown suggested Council go into the Conference Room to continue the meeting. He was informed that Council could not enter into Closed Session to discuss budget.

Councilmember Jordan made a motion that Council discuss the pay study. Motion died due to lack of a second.

Council continued going through the budget page by page. All questions were answered.

Council called for a 10 minute break at 8:12 pm.

Council discussed thoughts and concerns about the pay study performed by the MAPS Group. Council asked what financial impact the implementation of the plan would have on the tax rate for future years. Anne Mann, Finance Director, stated that she had not seen the pay study and could not provide any information at this time. Councilman Taylor made a motion, which was seconded by Councilman Burnette and passed by a 6 to 2 vote, that Council implement the full pay study recommendation made by the MAPS Group. Councilmembers Burnette, Jenkins, Taylor, Jordan, Woodard and Knight voted in favor of the motion. Councilmembers Brown and Shephard voted against the motion.

Councilman Knight thanked Councilmembers for thoughts and prayers during his time out of office.

Alan Thornton informed Council that we would start promptly on preparing an updated proposed budget.

No further Budget Study Sessions are scheduled at this time.

**ADJOURNMENT**

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