

MINUTES OF A REGULAR MEETING OF THE TOWN COUNCIL OF THE TOWN OF TARBORO, HELD AT 7:00 P.M. ON MONDAY, JUNE 11, 2018 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 Joe Pitt.

2. INVOCATION

Invocation was given by Councilman Taylor

3. PLEDGE OF ALLEGIANCE

4. APPROVAL OF AGENDA BY COUNCIL

The Town Manager informed Council that 6. A. Conditional Use Permit #18-01 would be postponed until the July meeting at the request of the applicant. Councilman Taylor made a motion, which was seconded by Councilmember Jordan and passed unanimously, that Council approve the amended agenda.

5. REQUESTS AND PETITIONS OF CITIZENS

A. David Anderson – 707 Williamsburg Drive, Tarboro

Mr. Anderson spoke in favor of implementing the stormwater utility fee.

6. MATTERS SCHEDULED FOR PUBLIC HEARING

A. Conditional Use Permit #18-01

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

NOTICE OF PUBLIC HEARINGS

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, June 11, 2018 in the Council Room of the Town Hall of the Town of Tarboro for the purpose of receiving public input on the following:

- To consider a request submitted by Angeline Crowder of Burns & McDonnell Engineering Company on behalf of Dominion Energy for the construction of a microwave tower for the property located on the west side of Office Street between C.S.X. Railroad and the Tar River on Water Street. The property contains 8.10 of acreage and is zoned RA-8.
- To consider an application for a UDO Text Amendment to remove the restriction of distance in residential districts for internet cafés in zone B2.
- To discuss proposed budget for Fiscal Year 2018-2019.

The full text of these requests which if adopted, will effectuate the proposed changes are on file in the office of the Town Clerk of the Town of Tarboro in the Town Hall and are available for review by interested parties during normal business hours prior to the holding of the public hearings.

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

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

This the 25th day of May, 2018.

The public hearing was postponed until the July Council meeting at the request of the applicant.

B. UDO Text Amendment 18-01-Section 180.13 – Internet Cafes

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, provided background information.

Steve Cherry, Shirley Foreman, and John Barnes spoke in favor of the UDO Text amendment.

No one spoke in opposition of the UDO Text amendment.

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

Councilman Woodard made a motion, which was seconded by Councilman Taylor and passed by a 7 to 1 vote, that Council adopt the resolution, attached at page 73-81a, rejecting the amendment. Councilmembers Burnette, Shephard, Brown, Jenkins, Taylor, Jordan and Woodard voted in favor of the motion. Councilmember Bynum voted against the motion.

C. 2018-2019 Fiscal Year Budget

NOTICE OF PUBLIC HEARING

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

A summary of the proposed budget is as follows:

General Fund	\$10,634,143
Powell Bill Fund	907,500
Emergency Telephone Fund	110,000
Law Enforcement Fund	25,000
Electric Fund	23,997,799
Water and Sewer Fund	4,890,030
Solid Waste Management Fund	1,188,784
Stormwater Fund	517,388
Total	\$42,270,644

The Mayor declared the public hearing open.

Troy Lewis, Town Manager, provided background information.

No one spoke in favor of or against the 2018-2019 FY Budget.

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

Council discussed the employee insurance plan and the Stormwater fee. Councilman Shephard disagreed with beginning projects funded by the stormwater fee until the fund has revenues.

Councilman Woodard made a motion, which was seconded by Councilman Jenkins and passed by a 7 to 1 vote that the question be called on the budget. Councilmembers Burnette, Jenkins, Brown, Bynum, Taylor, Jordan and Woodard voted for the call. Councilman Shephard voted against the call.

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

**ORDINANCE NO. 18-01
TOWN OF TARBORO, NORTH CAROLINA
BUDGET ORDINANCE FOR FISCAL
YEAR 2018-2019**

which motion was seconded by Councilmember Jordan and passed by a 7 to 1 vote, that Council approve the presented budget. Councilmembers Burnette, Jenkins, Brown, Bynum, Taylor, Jordan and Woodard voted for the motion. Councilman Shephard voted against the motion.

7. REPORTS OF BOARDS AND COMMISSIONS

None.

8. TOWN MANAGER'S RECOMMENDATIONS

A. Consent Items

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

(1) Memo 18-34 – 2013 Tax Levy Adjustment

Action taken: Council

- entered into the minutes 2013 Tax Levy release number 27 in the amount of \$12.58, and authorize the Tax Collector to refund same as it has already been paid, and

- approved the *Schedule of 2013 Tax Levy Adjusted as of June 11, 2018*, attached at page 73-81b, in the amount of \$3,507,907.34.

(2) Memo 18-35 – 2014 Tax Levy Adjustment

Action taken: Council

- entered into the minutes 2014 Tax Levy release number 35 in the amount of \$11.68, and authorize the Tax Collector to refund same as it has already been paid, and

- (2) approved the *Schedule of 2014 Tax Levy Adjusted as of June 11, 2018*, attached at page 73-81c, in the amount of \$3,390,966.44.

(3) Memo 18-36 – 2015 Tax Levy Adjustment

Action taken: Council

- (1) entered into the minutes 2015 Tax Levy release number 31 in the amount of \$11.19, and authorize the Tax Collector to refund same as it has already been paid, and
- (2) approved the *Schedule of 2015 Tax Levy Adjusted as of June 11, 2018*, attached at page 73-82a, in the amount of \$3,358,864.79.

(4) Memo 18-37 – 2016 Tax Levy Adjustment

Action taken: Council

- (1) entered into the minutes 2016 Tax Levy release number 27 in the amount of \$10.51, and authorize the Tax Collector to refund same as it has already been paid, and
- (2) approved the *Schedule of 2016 Tax Levy Adjusted as of June 11, 2018*, attached at page 73-82b, in the amount of \$3,285,802.30.

(5) Memo 18-38 – 2017 Tax Levy Adjustment

Action taken: Council

- (1) entered into the minutes 2017 Tax Levy release number 28 in the amount of \$9.83, and authorize the Tax Collector to refund same as it has already been paid, and
- (2) approved the *Schedule of 2017 Tax Levy Adjusted as of June 11, 2018*, attached at page 73-82c, in the amount of \$3,331,134.56.

(6) Minutes

Action taken: Council approved the minutes of May 14, 2018 regular meeting and the May 21, 2018 re-convened meeting

B. Action Items

(1) Memo 18-39 – Stormwater Utility Establishment

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

ORDINANCE NO. 18-02

AN ORDINANCE TO ESTABLISH A STORMWATER UTILITY

which motion was seconded by Councilman Woodard and passed by a 7 to 1 vote. Councilmembers Burnette, Jenkins, Brown, Bynum, Taylor, Jordan and Woodard voted for the motion. Councilman Shephard voted against the motion. The Ordinance is recorded in Ordinance Book Number 11.

(2) Memo 18-40 – Code of Ordinances Update – Nuisances

Councilman Brown made a motion, which was seconded by Councilman Woodard and passed unanimously, that Council call for and hold a public hearing at the July 9, 2018 Town Council Meeting to receive public input on the proposed changes to Chapter 10 – Nuisances of the Tarboro Unified Development Ordinance.

(3) Memo 18-41 – Award Contract – ERP Software

Councilman Jenkins made a motion, which was seconded by Councilmember Jordan and passed unanimously, that Council award the bid to Logics, LLC and authorize staff to negotiate and execute a contract not to exceed \$150,000, as budgeted for FY 2017-2018.

(4) Memo 18-42 – Resolution – NCGHSP Region 4 Law Enforcement Liaison

Councilman Woodard made a motion, which was seconded by Councilman Taylor and passed unanimously, that Council approve the resolution, attached at page 73-82d, in the amount of \$20,000.00 and authorize Town officials to execute all documents pertaining to this grant.

(5) Memo 18-43 – CDBG – Neighborhood Revitalization RFP

Councilmember Jordan made a motion, which was seconded by Councilman Brown and passed unanimously, that Council consider staff's recommendation for a consultant to prepare an application for Community Development Block Grant funds and call for and hold a public hearing on July 9, 2018 to receive citizen comments on the proposed application.

(6) Memo 18-44 – Minimum Housing Code Enforcement – 805 Bradley Ave. – File No. 18-01

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

ORDINANCE NO. 18-03

AN ORDINANCE ORDERING THE BUILDING INSPECTOR OF THE TOWN OF TARBORO TO EFFECTUATE THE

PURPOSES OF ARTICLE II OF CHAPTER 9 (“MINIMUM HOUSING STANDARDS”) OF THE TOWN CODE AS TO THE BUILDING AT 805 BRADLEY AVENUE IN THE TOWN OF TARBORO, NORTH CAROLINA OWNED BY ROSA LEE FARMER.

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

(7) Memo 18-45 – Minimum Housing Code Enforcement – 1316 Elm St. – File No. 18-02

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

ORDINANCE NO. 18-04

AN ORDINANCE ORDERING THE BUILDING INSPECTOR OF THE TOWN OF TARBORO TO EFFECTUATE THE PURPOSES OF ARTICLE II OF CHAPTER 9 (“MINIMUM HOUSING STANDARDS”) OF THE TOWN CODE AS TO THE BUILDING AT 1316 ELM STREET IN THE TOWN OF TARBORO, NORTH CAROLINA OWNED BY JAMES ALLEN MELTON.

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

(8) Memo 18-46 – Appointment for June – Edgecombe County Cultural Arts Council

Councilman Jenkins made a motion, which was seconded by Councilmember Jordan and passed unanimously, that Council approve the application for vacant seats on the Edgecombe County Cultural Arts Council.

9. OTHER REPORTS

A. Town Manager

Troy Lewis recognized Julie Braxton for her upcoming retirement. He also presented Council with the Hazard Mitigation Grant Program (HMGP) Project information.

B. Town Attorney

Chad Hinton advised Council follow the Record Retention Schedule for keeping meeting recordings but did state that Council could adopt a policy to keep the recordings for a longer period of time if desired.

C. Council Members

Ward 1 – Councilman Woodard – expressed concerns regarding the speed limit change on Baker Street from 35 to 25. He also expressed excitement for the new Code Enforcer position and the stormwater fee.

Ward 2 - Councilman Taylor – stated that the recent promotional video for the Town of Tarboro was excellent and that Tarboro should be prepared for future growth.

Ward 3 – Councilman Burnette – thanked staff for a budget that was easy to read and understand. He stated that he agreed with the budget as presented.

Ward 4 – Councilman Brown – None.

Ward 5 – Councilman Jenkins – None.

Ward 6 – Councilmember Jordan – requested an update on a street in her neighborhood, Public Works is working on the repairs, estimated two weeks.

Ward 7 – Councilmember Bynum – None.

Ward 8 - Councilman Shephard – None.

10. ADJOURNMENT

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

Joe Pitt, Mayor

Leslie M. Lunsford, Town Clerk