

**MINUTES OF A REGULAR MEETING OF THE TOWN COUNCIL OF THE TOWN OF TARBORO, HELD AT 7:00 P.M. ON MONDAY, JUNE 12, 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
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**

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

**5. REQUESTS AND PETITIONS OF CITIZENS**

**A. Morgan Edmundson – Recreation Department**

Ms. Edmundson, Senior Center Supervisor, recognized local seniors that recently participated in the Down East Senior Games. She also encouraged anyone over 50 to participate and asked that Council and the community help support the senior's fundraiser efforts to raise money to travel to the State level competitions.

**B. Judith Moss – 1708 W Wilson Street, Tarboro**

Ms. Moss invited Councilmembers to participate in the Senior Citizens activities.

**C. Becky Copeland – Nash Health Care Systems**

Ms. Copeland invited Council and the community to a health summit to support health and wellness in the Twin Counties. The summit will be held on June 26, 2017 at 6:00 pm at the Booker T. Washington Community Center.

**D. Barbara Campbell-Davis – 816 Saint David Street, Tarboro**

Ms. Campbell-Davis expressed concerns regarding committee appointments made by the Town of Tarboro. She requested Council implement an application process and make citizens aware of upcoming appointments by posting on the Town website. She also suggested more diverse appointments.

**E. Greg Higgs – 1105 Bradley Avenue, Tarboro**

Mr. Higgs expressed concerns about the opening delay at the M.A. Ray Center. He requested Council consider offering transportation to the Braswell Center for children that do not have access to transportation for summer programs.

Troy Lewis, Town Manager, gave an update on the M.A. Ray Center stating it would be open to the citizens as soon as possible. He explained that there were delays with FEMA and with the contractor.

Councilmembers Jordan and Bynum requested an update on Recreation activities for disabled citizens. Staff provided an update stating that time and space was available but no planned activities. Council also directed staff to look into handicap accessible transportation.

**6. MATTERS SCHEDULED FOR PUBLIC HEARING**

**A. Conditional Use Permit #17-02**

The following Notice of Public Hearing was published in The Tarboro Weekly:

**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 12, 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 an application submitted by C.B. Daughtridge for the construction of a major subdivision for property located on the north-

west side of east Northern Boulevard between Pecan Drive and Hope Farm Drive. The property has a depth of 200 feet and is zoned A-20.

**LEGAL DESCRIPTION**

BEGINNING AT A POINT N 3 DEGREES 20 MINUTES W 42.44 FEET FROM THE INTERSECTION OF PARKER STREET AND EAST NORTHERN BOULEVARD & N 41 DEGREES 40 MINUTES 00 SECONDS E 408.00 FEET ACROSS THE FRONTS OF LOTS 1-4, SECTION 1, PHASE 1 OF SANDY RIDGE SUBDIVISION TO THE POINT OF BEGINNING; THENCE N 48 DEGREES 20 MINUTES 00 SECONDS W 200.00 FEET; THENCE N 41 DEGREES 40 MINUTES 00 SECONDS W, 400.00 FEET, THENCE S 48 DEGREES 20 MINUTES 00 SECONDS E 200.00 FEET; THENCE S 41 DEGREES 40 MINUTES 00 SECONDS W 400.00 FEET; TO THE POINT OF BEGINNING HAVING AN AREA OF 1.836 ACRES, AND BEING ALL OF LOTS 5-8, SECTION 1, PHASE 2 OF SANDY RIDGE SUBDIVISION.

AND

BEGINNING AT A POINT N 3 DEGREES 20 MINUTES W 42.44 FEET FROM THE INTERSECTION OF PARKER STREET AND EAST NORTHERN BOULEVARD & S 41 DEGREES 37 MINUTES 00 SECONDS W 50.00 FEET ACROSS THE FRONT OF THE FUTURE STREET AS SHOWN ON SECTION 1, PHASE 1 OF SANDY RIDGE SUBDIVISION TO THE POINT OF BEGINNING; THENCE S 41 DEGREES 37 MINUTES 00 SECONDS W 435.01 FEET; TO A POINT OF CURVATURE IN THE RIGHT-OF-WAY OF EAST NORTHERN BOULEVARD, THENCE ALONG CURVE OF RIGHT OF WAY, WITH RADIUS OF 995.00 FEET; S 50 DEGREES 12 MINUTES 00 SECONDS W, WITH A CHORD DISTANCE OF 297.02 FEET, TO THE SOUTHWESTERN CORNER OF LOT 15; THENCE N 13 DEGREES 13 MINUTES 00 SECONDS W 200.00 FEET; THENCE N 55 DEGREES 35 MINUTES 00 SECONDS E 88.69 FEET; THENCE N 49 DEGREES 11 MINUTES 00 SECONDS E 88.69 FEET; THENCE N 43 DEGREES 00 MINUTES 00 SECONDS E 95.92 FEET; THENCE N 41 DEGREES 37 MINUTES 00 SECONDS E 400.00 FEET; THENCE S 48 DEGREES 20 MINUTES 00 SECONDS E 200.00 FEET TO THE POINT OF BEGINNING HAVING AN AREA OF 3.233 ACRES, AND BEING ALL OF LOTS 9-15, SECTION 1, PHASE 2 OF SANDY RIDGE SUBDIVISION.

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 8<sup>th</sup> day of May 2017.

The Mayor declared the public hearing open. Catherine Grimm, Planning Director, C.B. Daughtridge, Al Braxton and Gary Newsome were sworn in by the Town Clerk.

Catherine Grimm, Planning Director, gave the background information.

C.B. Daughtridge spoke in favor of the Conditional Use Permit.

Al Braxton and Gary Newsome spoke against the Conditional Use Permit. They also suggested presentable landscapes and homes that would not decrease property value.

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

Councilmember Jordan made a motion, which was seconded by Councilman Taylor and passed unanimously, that the application is complete.

Councilman Woodard made a motion, which was seconded by Councilman Brown and passed unanimously, that the application complies with all applicable requirements of the land-use ordinance.

Councilman Taylor made a motion, which was seconded by Councilman Jenkins and passed unanimously, that the application be granted subject to the following conditions:

- (1) The applicant shall complete the development strictly in accordance with the plans submitted to and approved by this Board, a copy of which is filed in the office of the Building Inspector.
- (2) If any of the conditions affixed hereto or any part thereof is held invalid or void, then this permit shall be void and of no effect.

**B. 2017-2018 Fiscal Year Budget**

**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, June 12, 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:

Fiscal Year 2017-2018 budget.

All citizens and interested parties are urged to be present at said Public Hearing and make their views known on said proposed FY 2017-2018 budget.

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

This the 8<sup>th</sup> day of May 2017.

A summary of the proposed budget is as follows:

General Fund	\$10,277,892
Powell Bill Fund	323,200
Emergency Telephone Fund	120,786
Law Enforcement Fund	37,150
Electric Fund	24,014,662
Water and Sewer Fund	4,409,575
Solid Waste Management Fund	1,128,852
Total	\$40,312,117

The Mayor declared the public hearing open.

No one spoke in favor of or against the 2015-2016 FY Budget.

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

Councilman Shephard requested the funds budgeted for the Recreation Master Plan be re-appropriated to update outdated ordinances. Council discussed the request. Councilman Shephard made a motion, which was seconded by Councilman Jenkins and passed by a 7 to 1 vote, to add \$30,000 in the FY 2017-2018 Budget to update ordinances. Councilmembers Woodard, Taylor, Bynum, Brown, Shephard, Jenkins and Burnette voted for the motion. Councilmember Jordan voted against the motion. Councilman Shephard made a motion, which was seconded by Councilman Taylor and passed unanimously, to call for question on the Recreation Master Plan and ordinance update funds.

Councilman Burnette made a motion, which was seconded by Councilman Woodard to reduce the in-town resident recreation fees to \$0 and out-of-town resident recreation fees to \$25.00 to try to build recreation participation. This action can be updated as a fee schedule amendment which would not affect the adoption of the budget. Councilman Burnette withdrew his motion.

Council discussed the Arts Council funding from the Town of Tarboro. Councilmember Jordan made a motion, which was seconded by Councilman Shephard and passed by a 6 to 2 vote, that Council withhold the appropriated funds for the Arts Council until stipulations are met, which include hiring a Director, CPA certified financial statement provided, fee schedule and structure of operations provided. Councilmembers Jordan, Woodard, Bynum, Brown, Shephard and Burnette voted for the motion. Councilmembers Taylor and Jenkins voted against the motion. Councilman Woodard made a motion, which was seconded by Councilman Brown and passed unanimously, to call for question on the Arts Council funding.

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

**ORDINANCE NO. 17-10**  
TOWN OF TARBORO, NORTH CAROLINA  
BUDGET ORDINANCE FOR FISCAL  
YEAR 2017-2018

which motion was seconded by Councilman Jenkins and passed unanimously, that Council approve the presented budget with the exceptions of fund 10-8500-1110 Blount-Bridgers House Appropriations and addition of funds for updating ordinances.

## 7. REPORTS OF BOARDS AND COMMISSIONS

None.

## 8. TOWN MANAGER'S RECOMMENDATIONS

### A. Consent Items

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

**(1) Memo 17-41 – 2016 Tax Levy Adjustment**

Action taken: Council

- (1) ordered the Tax Collector be charged with afterlists 64-65 in the amount of \$1,514.89, and
- (2) approved the *Schedule of 2016 Tax Levy Adjusted as of June 12, 2017*, attached at page 73-50a, in the amount of \$3,290,617.15.

**(2) Minutes**

Action taken: Council approved the minutes of April 26, 2017 Special Called Meeting and the May 8, 2017 regular meeting

### B. Action Items

- (1) **Memo 17-42 – Budget Amendment – Capital Project Close-Out**

Councilman Jenkins made a motion, which was seconded by Councilman Taylor and passed unanimously, that Council adopt the following budget resolution:

**BUDGET RESOLUTION**  
TOWN COUNCIL OF THE TOWN OF TARBORO  
June 12, 2017

BE IT RESOLVED BY THE TOWN COUNCIL OF THE TOWN OF TARBORO, NORTH CAROLINA, that the Main Street Solution Grant Project Budget be amended as follows:

Account No.	Account Name	Current Budget	Amt of Change	Revised Budget
<b>REVENUES – MAIN STREET SOLUTIONS GRANT</b>				
843360.0700	Main St Solutions Grant	200,000	-200,000	0

<b>EXPENDITURES – MAIN STREET SOLUTIONS GRANT</b>				
848510.4500	Contracted Services	200,000	+200,000	0

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

**(2) Memo 17-43 – Budget Amendment – Insurance Claim Reimbursed**

Councilman Jenkins made a motion, which was seconded by Councilman Burnette and passed unanimously, that Council adopt the following budget resolution:

**BUDGET RESOLUTION**  
TOWN COUNCIL OF THE TOWN OF TARBORO  
June 12, 2017

BE IT RESOLVED BY THE TOWN COUNCIL OF THE TOWN OF TARBORO, NORTH CAROLINA, that the 2016-2017 Fiscal Year Budget be amended as follows:

Account No.	Account Name	Current Budget	Amt of Change	Revised Budget
<b>REVENUES – GENERAL FUND</b>				
103200.0100	Refunds & Reimbursements	25,000	+37,115	62,115

<b>EXPENDITURES – GENERAL FUND</b>				
104260.7300	Capital Outlay-Improv	62,150	+37,115	99,265

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

**(3) Memo 17-44 – Budget Amendment – Special Events**

Councilmember Jordan made a motion, which was seconded by Councilman Brown and passed unanimously, that Council adopt the following budget resolution:

**BUDGET RESOLUTION**  
TOWN COUNCIL OF THE TOWN OF TARBORO  
June 12, 2017

BE IT RESOLVED BY THE TOWN COUNCIL OF THE TOWN OF TARBORO, NORTH CAROLINA, that the 2016-2017 Fiscal Year Budget be amended as follows:

Account No.	Account Name	Current Budget	Amt of Change	Revised Budget
<b>REVENUES – GENERAL FUND</b>				
103650.1100	Rec Private Donations	0	+7,000	7,000

<b>EXPENDITURES – GENERAL FUND</b>				
106120.5701	Special Events	10,500	+7,000	17,500

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

**(4) Memo 17-45 – FY 2016-2017 Budget Amendment – NCLM Wellness Program**

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

**BUDGET RESOLUTION**  
TOWN COUNCIL OF THE TOWN OF TARBORO  
June 12, 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
<b>REVENUES – GENERAL FUND</b>				
103210.0300	NCLM Wellness Program	0	+3,515	3,515

<b>EXPENDITURES – GENERAL FUND</b>				
104120.5711	Wellness	500	+3,515	4,015

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

**(5) Memo 17-46 – Resolution – Adopting a Pedestrian Plan for the Town of Tarboro**

Councilman Taylor made a motion, which was seconded by Councilman Burnette and passed unanimously, that Council adopt the resolution, attached at page 73-50b, to adopt the Pedestrian Plan.

**(6) Memo 17-47 – Resolution – Disposal of Fixed Assets**

Councilman Taylor made a motion, which was seconded by Councilman Jenkins and passed unanimously, that Council approve the resolution, attached at page 73-51a, for disposal of the asset attached at page 73-51b.

**(7) Memo 17-48 – Petition Requesting Annexation of Contiguous Area – DT Properties, LLC**

Councilman Burnette made a motion, which was seconded by Councilman Shephard and passed unanimously, that Council adopt the resolution, attached at page 73-51c, calling for a public hearing on the proposed annexation to be held at 7:00 p.m. on Monday, July 10, 2017.

**(8) Memo 17-49 – Fire Training Facility Partnership**

Councilman Jenkins made a motion, which was seconded by Councilmember Jordan and passed unanimously, that Council authorize the Town Manager to enter into formal discussions with Edgecombe Community College and the Edgecombe Fire and Rescue Association regarding the construction of a Fire Training Facility in Tarboro, negotiate a partnership beneficial to the Town of Tarboro, and seek cost estimates for construction of the facility.

**(9) Memo 17-50 – Appointments – Edgecombe County Cultural Arts Council**

Councilmember Jordan nominated Earlene Womack. The Arts Council suggested Horton Redhage and Brenda Ridgeway and current member Buddy Hooks has agreed to serve another term. Councilman Jenkins made a motion, which was seconded by Councilman Shephard and passed unanimously, that the nominations be closed. The votes are as followed:

Earlene Womack	6 votes
Buddy Hooks	5 votes
Brenda Ridgeway	3 votes
Horton Redhage	2 votes

Council appointed Earlene Womack and Buddy Hooks to fill a three year term expiring in June 2020.

Troy Lewis stated staff would prepare an application process for citizens interested in serving on committees with Town appointed members.

**(10) Memo 17-51 – Appointments for July – Historic District Commission**

No action necessary at this meeting.

**(11) Memo 17-52 – Appointment for July – Main Street Façade**

No action necessary at this meeting.

**9. OTHER REPORTS**

**A. Town Manager**

None.

**B. Town Attorney**

None.

**C. Council Members**

**Ward 1 – Councilman Woodard** – thanked Public Works for completing the drain project in his neighborhood. He also requested that attachments with many pages be distributed separately.

**Ward 2 - Councilman Taylor** – encouraged Council and citizens to attend the monthly Flag raising/lowering ceremony held on the second Monday of each month on the Town Commons.

**Ward 3 – Councilman Burnette** – thanked Barbara Campbell-Davis for her suggestion on the committee process.

**Ward 4 – Councilman Brown** – thanked Public Works for cleaning up Daniel Street and encouraged the same for other areas.

**Ward 5 – Councilman Jenkins** – None.

**Ward 6 – Councilmember Jordan** – None.

**Ward 7 – Councilmember Bynum** – asked Electric Department to follow up with Anil Bambardekar, Brown's Grocery, about the area lights on his property.

**Ward 8 - Councilman Shephard** – None.

**10. ADJOURNMENT**

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

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Joe Pitt, Mayor

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Leslie M. Lunsford, Town Clerk