MINUTES OF THE TOWN COUNCIL OF THE TOWN OF TARBORO
MEETING CALLED TO ORDER
THE BUILDING AT 704 EAST WILSON STREET, TARBORO, NORTH CAROLINA

MEMBERS PRESENT
C.B. Brown Councilman
Steve Burnett Councilman
Sabrina Bynum Councilmember
John Jenkins Councilman
Deborah Jordan Councilmember (Conference Call)
Garland Shepheard Councilman
Lori Taylor Councilman/Mayor Pro Tem
Other Woodard Councilman

MEMBERS ABSENT
Joe Pitt Mayor

TWO YEARS AGO, the meeting was called to order by Mayor Pro Tem Taylor.

1. MEETING CALLED TO ORDER
The meeting was called to order by Mayor Pro Tem Taylor.

2. INVOCATION
Invocation was given by Councilman Taylor.

3. PLEDGE OF ALLEGIANCE

4. APPROVAL OF AGENDA BY COUNCIL
Councilman Jenkins made a motion, which was seconded by Councilman Shepheard and passed unanimously, that the Mayor’s name be corrected from Ricky Page to Joe Pitt in the agreement presented in Memo 17-74. Councilman Jenkins made a motion, which was seconded by Councilmember Bynum and passed unanimously, that Council approve the amended agenda.

5. REQUESTS AND PETITIONS OF CITIZENS
A. Al Braxton – 2406 Deanie Avenue, Tarboro
Mr. Braxton explained concerns from citizens and business owners about the recent fee increase for parking violations. He suggested Council reconsider the changes.
B. Judith Moss – 1708 W Wilson Street, Tarboro
Ms. Moss updated Council on fundraising for the Sr. Down East Games, she stated the goal was $3,000 and the participating individuals were working hard to obtain the goal. She also stated that the members were looking to get involved in the community, they are hosting a game night at the E.L. Roberson Center on the first and third Thursday of each month.

6. MATTERS SCHEDULED FOR PUBLIC HEARING
None.

7. REPORTS OF BOARDS AND COMMISSIONS
None.

8. TOWN MANAGER’S RECOMMENDATIONS
A. Consent Items
Councilman Jenkins made a motion, which was seconded by Councilman Brown and passed unanimously, that the following consent item be approved:

   (1) Memo 17-63 – 2017 Tax Levy Adjustment
   Action taken: Council
   (1) charged the Tax Collector with the 2017 tax receipts
   1 through 5533 in the amount of $3,217,498.13.
   (2) authorized the Mayor to execute the Order, attached at page 73-56a, directing the Tax Collector to collect the 2017 taxes as set forth in the tax receipts,
   (3) approved the Schedule of 2017 Tax Levy, attached at page 73-56b, in the amount of $3,217,498.13.
   (2) Minutes
   Action taken: Council approved the minutes of July 10, 2017 regular meeting
B. Action Items

   (1) Memo 17-64 – Budget Amendment – Electric Department HVAC
   Councilman Jenkins made a motion, which was seconded by Councilman Woodard and passed unanimously, that Council adopt the following budget resolution:

   BUDGET RESOLUTION
   TOWN COUNCIL OF THE TOWN OF TARBORO
   July 10, 2017
   BE IT RESOLVED BY THE TOWN COUNCIL OF THE TOWN OF TARBORO, NORTH CAROLINA, that the 2017-2018 Fiscal Year Budget be amended by amending Revenue and Expenditure line items as follows:

   Account No. Account Name Current Amt of Revised
   Budget Change Budget
   REVENUES – ELECTRIC FUND
   303990.0000 yeah Balance Appropriated 172,062 +30,000 202,062
   EXPENDITURES – ELECTRIC FUND
   501210.7000 Capital Expenditure Improvement 92,000 +30,000 222,000
   BE IT FURTHER RESOLVED that the Budget Officer is hereby authorized and directed to implement said budget as amended

   (2) Memo 17-65 – Bid Award – Police Vehicles
   Councilman Jenkins made a motion, which was seconded by Councilman Brown and passed unanimously, that Council approve the purchase of six (6) 2018 Ford Police Interceptor Sedans at the low bid price of $147,110.00 from Doug Henry Ford.

   (3) Memo 17-66 – Minimum Housing Code Enforcement – 1312 Martin Luther King Jr Drive
   Councilman Brown made a motion, which was seconded by Councilman Jenkins and passed unanimously, that Council authorize the demolition of the dwelling at 1312 Martin Luther King Jr Drive.

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

   ORDINANCE NO. 17-14
   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 704 EAST WILSON STREET IN THE TOWN OF TARBORO, NORTH CAROLINA OWNED BY NOAH V. ROGERS,

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

   Councilman Jenkins made a motion, which was seconded by Councilman Woodard and passed unanimously, that Council adopt the resolution attached at page 73-56c.

   (6) Memo 17-69 – Tarboro Commerce Center – Conveyance of Property
   Councilman Woodard made a motion, which was seconded by Councilman Burnette and passed unanimously, that Council call for and hold a public hearing on September 11, 2017, to receive public input regarding the conveyance of twenty-five (25) acres of land in the Tarboro Commerce Center to Lionchase Holdings, Inc. for the development of an industrial project.

   (7) Memo 17-70 – NC Department of Commerce Building Reuse Grant: Project Roels
   Councilman Brown made a motion, which was seconded by Councilman Wylly, that Council adopt the resolution, attached at page 73-56d, supporting the grant application committing to a 5% match of grant funds, acknowledging compliance with all State and local laws, and authorizing the Town Manager to execute the grant application to the North Carolina Department of Commerce for Building Reuse Grant Program funds.

   Councilman Burnette made a motion, which was seconded by Councilman Jenkins and passed unanimously, that Council approve the engineering services agreement between the Town of Tarboro and The Wooten Company for a not to exceed cost of $192,000.

   (9) Memo 17-72 – Parks and Recreation Fees
   Councilman Jenkins made a motion, which was seconded by Councilman Woodard and passed unanimously, that Council adopt the resolution, attached at page 73-56e, amending the Town of Tarboro Fee Schedule.

   (10) Memo 17-73 – Traffic Schedule – Parking Changes
   Councilman Jenkins made a motion, which was seconded by Councilman Woodard and passed unanimously, that Council adopt the resolution, attached at page 73-56f, amending the Traffic Schedule for the corner of Main Street and E Baker Street.
(11) Memo 17–74 – Encroachment Agreement – Pitt Que, LLC

Councilman Shepheard made a motion, which was seconded by Councilman Woodard and passed unanimously, that Council authorize the Town Attorney to amend the agreement by adding a clause releasing the Town of Tarboro from any liability. Councilman Taylor made a motion, which was seconded by Councilman Jenkins and passed unanimously, that Council approve the initial agreement and wait for the final agreement to be presented for Council approval.

9. OTHER REPORTS

A. Town Manager

Troy Lewis informed Council about the NCLM Annual Conference, September 20-23, 2017 in Greenville, NC. He requested Councilmembers let me know if they were planning to attend.

B. Town Attorney

None.

C. Council Members

Ward 1 – Councilman Woodard – requested an update on Town welcoming signs, he was informed that the Town was waiting for NC DOT approval. He also questioned the amount of time offered to property owners before the Town cuts grass and assess a Weed Lien on the property.

Ward 2 - Councilman Taylor – addressed concerns regarding the grass clippings and pine straw build up, he also requested the Police Chief add the number of warnings and tickets on the monthly departmental report. He also requested that staff continue to follow up on CSX drainage on Anaconda Road. Councilman Taylor invited Council to attend the Flag Raising Ceremony at the Town Commons on September 11, 2017.

Ward 3 – Councilman Burnette – asked if Edgecombe County could assist in the problem with neglected dogs chained outside.

Ward 4 – Councilman Brown – thanked the Police Chief for the Police presence at a community on Benson Drive. He also questioned the speed on McMillian Drive. He was informed that a speed study had been conducted on that street and the results were average.

Ward 5 – Councilman Jenkins – asked that Troy recognize Diane Johnson’s retirement and introduce Angie Braswell as the new Office Assistant IV.

Ward 6 – Councilmember Jordan – thanked the Police Department for participating in Walk the Neighborhood in her area. Councilmember Jordan also requested the storm drain at Coffield Street and Wilson Street be cleaned out to avoid flash flooding. She requested an update on grass clippings and requested information for after hour animal control issues.

Ward 7 – Councilmember Bynum – requested an update on the area lights for Brown’s Grocery, she was informed that the lights have been ordered with an expected delivery date of 6 – 8 weeks. Councilmember Bynum also addressed concerns about the maintenance of a ditch located behind homes on Rosewood Drive.

Ward 8 – Councilman Shepheard – addressed concerns regarding neglected dogs, street markings, grass clipping enforcement, basketball goals in the street and junk cars. He requested an update on the Blount Bridgers House, he was informed that the Town Attorney and Manager were working on an updated agreement. Councilman Shepheard also requested the Ordinance for junk cars be updated in the Code of Ordinance Book and reflect a fine amount. Councilman Shepheard questioned Kermit Perkins taxi cab operation following a change in the company.

10. ADJOURNMENT

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