

MINUTES OF A REGULAR MEETING OF THE TOWN COUNCIL OF THE TOWN OF TARBORO, HELD AT 7:00 P.M. ON MONDAY, AUGUST 8, 2016 AT THE EDGEcombe COUNTY ADMINISTRATION BUILDING, COUNTY COMMISSIONERS ROOM, TARBORO, NORTH CAROLINA

MEMBERS PRESENT

C.B. Brown	Councilman
Steve Burnette	Councilman
John Jenkins	Councilman
Deborah Jordan	Councilmember
Taro Knight	Councilman/Mayor Pro Tem
Garland Shephard	Councilman
Leo Taylor	Councilman
Othar Woodard	Councilman

MEMBERS ABSENTALSO 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 and Invocation given by Mayor Pro Tem Taro Knight.

2. PLEDGE OF ALLEGIANCE**3. APPROVAL OF AGENDA BY COUNCIL**

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

4. REQUESTS AND PETITIONS OF CITIZENS

None.

5. MATTERS SCHEDULED FOR PUBLIC HEARING

None.

6. REPORTS OF BOARDS AND COMMISSIONS**A. Planning Board and Zoning Commission Report**

Catherine Grimm, Planning Director, presented the Planning Board and Zoning Commission report for July 21, 2016 to Council. The report is attached at page 73-23a. No action taken.

7. TOWN MANAGER'S RECOMMENDATIONS**A. Consent Items**

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

(1) Memo 16-44 – 2016 Tax Levy Adjustment

Action taken: Council

- charged the Tax Collector with the 2016 tax receipts 1 through 5519 in the amount of \$3,172,944.97,
- authorized the Mayor to execute the Order, attached at page 73-23b, directing the Tax Collector to collect the 2016 taxes as set forth in the tax receipts,
- approved the *Schedule of 2016 Tax Levy*, attached at page 73-23c, in the amount of \$3,172,944.97.

(2) Minutes

Action taken: Council approved the minutes of the July 11, 2016 regular meeting.

B. Action Items**(1) Memo 16-45 – Code of Ordinances – Storage of Unlicensed Motor Vehicles**

Councilman Woodard introduced and moved the adoption of an ordinance entitled

ORDINANCE NO. 16-05

AN ORDINANCE AMENDING THE TARBORO CODE OF ORDINANCES TO REGULATE THE STORAGE OF UNLICENSED MOTOR VEHICLES

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

(2) Memo 16-46 – Tarboro Commerce Center Utility Extension – Grant Approval and Budget Amendment

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

BUDGET RESOLUTION
TOWN COUNCIL OF THE TOWN OF TARBORO
August 8, 2016

BE IT RESOLVED BY THE TOWN COUNCIL OF THE TOWN OF TARBORO, NORTH CAROLINA, that the Water & Sewer Capital Project Budget be adjusted as follows:

Account No.	Account Name	Current Budget	Amt of Change	Revised Budget
<u>REVENUES – WATER & SEWER CAPITAL PROJECT FUND</u>				
<u>Tarboro Commerce Center Utility Extension</u>				
783760.0100	Contrib from W&S Fund	0	+250,000	250,000
763760.0300	Industrial Dev Fund	0	+949,750	949,750

EXPENDITURES – WATER & SEWER CAPITAL PROJECT FUND

<u>Tarboro Commerce Center Utility Extension</u>				
768510.4300	Professional Services	0	+188,500	188,500
768510.7300	Capital Outlay-Construction	0	+1,011,250	1,011,250

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

(3) Memo 16-47 – Budget Amendment – Town Hall Elevator Repair

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

BUDGET RESOLUTION
TOWN COUNCIL OF THE TOWN OF TARBORO
August 8, 2016

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
<u>REVENUES – GENERAL FUND</u>				
103990.0100	Fund Balance Approp	700,868	+21,000	721,868
<u>EXPENDITURES – GENERAL FUND</u>				
104260.7300	Capital Outlay-Improv	32,000	+21,000	53,000

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

(4) Memo 16-48 – Employee Classification and Pay Plan Amendment

Councilman Brown made a motion, which was seconded by Councilman Jenkins and passed unanimously, that Council amend the 2016-2017 Fiscal Year Classification and Pay Plan as follows:

Electric Department

- The position of Tree Trimmer Technician, Pay Grade 7, added
- The position of Tree Trimmer, Pay Grade 14, added
- The position of Tree Trimmer Supervisor, Pay Grade 16, added

Fire Department

- The position of Firefighter II, Pay Grade 11, reclassified as Senior Firefighter

Recreation Department

- The position of Assistant Recreation Center Supervisor, Pay Grade 8, eliminated
- The position of Recreation Center Supervisor, Pay Grade 10, reclassified as Recreation Center Coordinator
- The position of Indian Lake Sports Complex Manager, Pay Grade 10, eliminated
- The position of Senior Citizens Coordinator, Pay Grade 10, reclassified as Senior Center Supervisor and moved to Grade 13
- The position of Swimming Pool Manager, Pay Grade 10, eliminated
- The position of Indian Lake Sports Complex Manager/Assistant Athletic Director, Pay Grade 11, reclassified as Athletics Coordinator and moved to Grade 10
- The position of Center Supervisor/Athletic Director, Pay Grade 14, reclassified as Supervisor of Athletics and moved to Pay Grade 13
- The position of Supervisor of Recreation Centers and Pools, Pay Grade 13, added

(5) **Memo 16-49 – Resolution – North Carolina Governor’s Highway Safety Program**

Councilman Taylor made a motion, which was seconded by Councilman Brown and passed unanimously, that Council approve the Resolution, attached at page 73-24a, and authorize Town officials to execute all documents pertaining to this safety program.

Acting Mayor

(6) **Memo 16-50 – Traffic Schedule – Stop Signs**

Councilman Woodard made a motion, which was seconded by Councilman Jenkins and passed unanimously, that Council adopt the Resolution, attached at page 73-24b, amending the Traffic Schedule.

Leslie M. Lunsford, Town Clerk

8. OTHER REPORTS

A. Town Manager

Troy Lewis informed Council that he would be attending the Electricities Conference Thursday, August 11 through Saturday August 13, 2016. He also informed Council that the Town had tickets available for Councilmembers to attend the Chamber of Commerce TECC Time event on Thursday August 25, 2016.

B. Town Attorney

None.

C. Council Members

Ward 1 – Councilman Woodard – acknowledged Council’s effort in approving grants that will bring jobs to the area.

Ward 2 - Councilman Taylor – thanked the Electric Department for installing an area light on Maurice Drive. Councilman Taylor stated that he was still working on the petition to request speed bumps in the Summerfield area and thanked Troy Lewis for requesting changes on Howard Avenue and Howard Avenue Extension , although no changes were made by NC DOT.

Ward 3 – Councilman Burnette – None

Ward 4 – Councilman Brown – requested an update on the use of the VIPER communication system. Police Chief Jesse Webb stated that he was working on the figures and would present when completed.

Ward 5 – Councilman Jenkins – stated that traffic on Howard Avenue had been reviewed in the past.

Ward 6 – Councilmember Jordan – expressed concerns about flash flooding on Panola and Church Street, she was told Public Works would look into the issue. Councilmember Jordan also expressed concerns about the funds the Town allotted to the Arts Council. Councilmember Jordan requested the Town look at increasing the number of K-9 Police dogs for the force. She stated that she witnessed a K-9 in action and what a great job he did.

Ward 7 – Councilman Knight – expressed concerns about dirt bikes and four wheelers on streets and in neighborhoods. Councilman Knight requested staff research an ATV park and present figures to Council.

Ward 8 - Councilman Shepheard – also expressed concerns about ATV’s in his Ward. Councilman Shepheard asked why the gates at Clark Park were locked during daytime hours, he was informed that the Police Department was called to lock the gates due to safety concerns after heavy flooding in the area. Councilman Shepheard also informed Council that Keith (Moose) Hale had resigned from the Citizen Advisory Recreation Committee, he stated that he had spoken to Rick Mann and that he expressed interest in filling the seat on the Board. Council discussed adding the item to the September agenda but decided to make the appointment at the present meeting, no other nominations were made. Councilman Jenkins made a motion, which was seconded by Councilman Woodard and passed unanimously, that Council appoint Rick Mann to fill the unexpired term on the Citizen Advisory Recreation Committee.

Council took a five minute break at 7:58.

9. CLOSED SESSION as per NCGS §143-318.11.(a)(6)

Councilman Jenkins made a motion, which was seconded by Councilman Taylor and passed unanimously, that Council enter into Closed Session.

Councilman Jenkins made a motion, which was seconded by Councilman Burnette and passed unanimously, that Council enter into Open Session.

Councilman Jenkins made a motion, which was seconded by Councilman Burnette and passed unanimously, that Council approve the Town Manager’s work objectives with the amended changes.

Councilman Jenkins made a motion, which was seconded by Councilman Taylor and passed unanimously, that Council approve the Memorandum of Understanding between the Town of Tarboro and the Town Manager with the amended changes.

10. ADJOURNMENT

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