

MINUTES OF A REGULAR MEETING OF THE TOWN COUNCIL OF THE TOWN OF TARBORO, HELD AT 7:00 P.M. ON MONDAY, SEPTEMBER 12, 2016 IN THE COUNCIL ROOM, TOWN HALL, TARBORO, NORTH CAROLINA

(4) approved the *Schedule of 2016 Tax Levy Adjusted as of September 12, 2016*, attached at page 73-25b, in the amount of \$3,177,898.23.

MEMBERS PRESENT

C.B. Brown	Councilman
Steve Burnette	Councilman
John Jenkins	Councilman
Deborah Jordan	Councilmember
Taro Knight (Conference Call)	Councilman/Mayor Pro Tem
Garland Shephard	Councilman
Leo Taylor	Councilman
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

Councilman Knight, Mayor Pro Tem, was present via conference call, therefore, Councilman Brown made a motion, which was seconded by Councilman Woodard and passed unanimously, that Councilman Leo Taylor act as Mayor. The meeting was called to order by Acting Mayor Leo Taylor.

2. INVOCATION

Invocation was given by Councilman Taylor.

3. PLEDGE OF ALLEGIANCE

4. APPROVAL OF AGENDA BY COUNCIL

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

5. REQUESTS AND PETITIONS OF CITIZENS

A. Greg Higgs – 1105 Bradley Avenue, Tarboro

Mr. Higgs expressed concerns about the Boys & Girls Club occupying the M. A. Ray Center and the fee they are required to pay based on the contract between the Town and the Boys & Girls Club.

6. MATTERS SCHEDULED FOR PUBLIC HEARING

None.

7. PRESENTATION OF AWARD

Anne Mann, Finance Director, was recognized for receiving a Certificate of Achievement for Excellence in Financial Reporting from the Government Finance Officers Association. The Certificate of Achievement is the highest form of recognition in governmental accounting and financial reporting.

8. REPORTS OF BOARDS AND COMMISSIONS

None.

9. 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 16-51 – 2015 Tax Levy Adjustment

Action taken: Council

- (1) entered into the minutes 2015 Tax Levy release number 26 in the amount of \$2.77, and
- (2) approved the *Schedule of 2015 Tax Levy Adjusted as of September 12, 2016*, attached at page 73-25a, in the amount of \$3,359,240.76.

(2) Memo 16-52 – 2016 Tax Levy Adjustment

Action taken: Council

- (1) ordered the Tax Collector be charged with afterlists 1 – 9 in the amount of \$6,410.14,
- (2) approved 2016 Tax Levy release number 1 in the amount of \$1,174.57,
- (3) entered into the minutes 2016 Tax Levy release numbers 2 - 10 in the amount of \$282.31, and

(3) Minutes

Action taken: Council approved the minutes of the August 8, 2016 regular meeting.

B. Action Items

(1) Memo 16-53 – Bid Award – 2017 55' Material Handling Bucket Truck

Councilman Woodard made a motion, which was seconded by Councilman Burnette and passed unanimously, that Council authorize staff to complete the purchase of one (1) 2017 55' Material Handling Bucket Truck from Altec, Inc. at a cost of \$209,833.00. A bid tabulation is attached at page 73-25c.

(2) Memo 16-54 – Lease Agreement – Boys and Girls Club

Councilman Woodard made a motion, which was seconded by Councilmember Jordan that Council approve the lease agreement for three (3) years and authorize staff to execute all documents, motion died due to a substitute motion. Council discussed the terms of the contract, the monthly fee amount and Councilman Brown requested the financial audit from the last two years. Travis Stigge, Recreation Director, stated that the Town of Tarboro and the Boys & Girls Club were working well together. Councilman Shephard made a motion, which was seconded by Councilman Jenkins and passed unanimously, that Council table until the October meeting, pending the financial audit information.

(3) Memo 16-55 – Minimum Housing Code Enforcement -

Councilman Brown made a motion, which was seconded by Councilman Jenkins and passed unanimously, that Council call for and hold a public hearing on the assessment for demolition cost of \$18,934.51 for the structure located at 1903 Speight Forest Drive at the October 10, 2016 meeting.

(4) Memo 16-56 – Appointments for October 2016 – Citizens Advisory Recreation Committee

It is recommended that Council be prepared to appoint individuals to fill a two-year term at the October 2016 meeting.

(5) Memo 16-57 – Appointments for October 2016 – Edgecombe County Tourism Development Authority

It is recommended that Council be prepared to appoint two individuals to serve a one-year term at the October 2016 meeting.

(6) Memo 16-58 – Appointments for October 2016 – Parking Authority

It is recommended that Council be prepared to appoint two individuals to serve a five-year term at the October 2016 meeting.

(7) Memo 16-59 – Appointments for October 2016 – Planning Board & Zoning Commission

It is recommended that Council be prepared to appoint individuals to serve a four-year term at the October 2016 meeting.

(8) Memo 16-60 – Appointments for October 2016 – Redevelopment Commission

It is recommended that Council be prepared to appoint two individuals to serve a five-year term at the October 2016 meeting.

(9) Memo 16-61 – Appointments for October 2016 – Tarboro-Edgecombe Airport Authority

It is recommended that Council be prepared to appoint an individual to serve a four-year term at the October 2016 meeting.

10. OTHER REPORTS

A. Town Manager

Troy Lewis informed Council that the NCLM Conference was scheduled for Sunday October 23, 2016 – Tuesday October 25, 2016, if any Councilmembers are interested in attending contact Troy.

B. Town Attorney

None.

C. Council Members

Ward 1 – Councilman Woodard – None

Ward 2 - Councilman Taylor – expressed concern for the houses without visible house numbers. He suggested including a message on utility bills requesting citizens add visible house numbers to the house or mailbox.

Ward 3 – Councilman Burnette – None

Ward 4 – Councilman Brown – asked how much was left in the Demolition account. He was informed that only \$18,934.51 for 1903 Speight Forest Drive had been used.

Ward 5 – Councilman Jenkins – None

Ward 6 – Councilmember Jordan – thanked Sgt. Al Braxton and the Tarboro Police Department for their assistance with mental health issues. Councilmember Jordan stated that she was proud of the Police Department for their training to deal with citizens with mental health illnesses.

Ward 7 – Councilman Knight – None

Ward 8 - Councilman Shephard – requested updates on the Police Department communication system, stickers for trash cans to promote recycling and requested the minutes regarding the electric rate decrease. Jesse Webb, Police Chief, informed Council that the communication system is in progress. Troy Lewis informed Council that the Town had purchased large blue recycling cans that were available for purchase to promote recycling. Councilman Shephard also acknowledged that the microphones work and should be used, this could eliminate the cost of a new system in the Council Chambers.

11. ADJOURNMENT

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

Acting Mayor

Leslie M. Lunsford, Town Clerk