

MINUTES OF A REGULAR MEETING OF THE TOWN COUNCIL OF THE TOWN OF TARBORO, HELD AT 7:00 P.M. ON MONDAY, SEPTEMBER 8, 2014 IN THE COUNCIL ROOM, TOWN HALL, TARBORO, NORTH CAROLINA

MEMBERS PRESENT

Rick Page	Mayor
Steve Burnette	Councilman
Al Hull	Councilman
John Jenkins	Councilman
Deborah Jordan	Councilmember
Taro Knight	Councilman
Carol F. Ruffin	Councilmember
Garland Shephard	Councilman
Othar Woodard	Councilman

MEMBERS ABSENT

None

ALSO PRESENT

M Alan Thornton	Town Manager
Leslie M. Lunsford	Town Clerk
Chad Hinton	Town Attorney

1. MEETING CALLED TO ORDER

The meeting was called to order by the Mayor.

A. Invocation

The invocation was given by Mayor Page.

2. APPROVAL OF AGENDA BY COUNCIL

Town Manager, Alan Thornton, requested that Memo 14-66 Police GPS System grant award, be added to the Agenda during the Town Manager's Recommendations, Action Items. Councilmember Jordan made a motion, which was seconded by Councilman Woodard and passed unanimously, that Council approve the request to add Memo 14-66 to the Agenda.

Councilman Shephard requested that Council add the confidential letter they received to the agenda. Town Attorney, Chad Hinton suggested Council refrain from reading the letter in Open Session. Councilman Shephard made a motion, which was seconded by Councilman Jenkins that the letter be added to the agenda, the motion did not pass. Councilmembers Shephard and Jenkins voted for the motion. Councilmembers Woodard, Jordan, Hull, Knight, Ruffin and Burnette voted against the motion.

3. REQUESTS AND PETITIONS OF CITIZENS

A. Sabrina Bynum – 1201 Martin Luther King Jr. Drive

Ms. Bynum asked how much access the Boys & Girls Club would have to the M.A. Ray Center. She was informed that the Boys & Girls Club would have full access to the Ray Center. She also asked if the Club would have priority over Town residents. Council informed Ms. Bynum that the Club would cooperate with Ray Center scheduling and that citizens would be allowed continued access to the Ray Center.

4. MATTERS SCHEDULED FOR PUBLIC HEARING

None

5. REPORTS OF BOARDS AND COMMISSIONS

Josh Edmondson, Planning Director, presented the Planning Board and Zoning Commission report for August 18, 2014 to Council. The report is attached at page 72-78a. Action taken on the report follows: Councilman Knight made a motion, which was seconded by Councilmember Ruffin and passed unanimously, that Council call for a public hearing to be held on Monday, October 13, 2014 at 7:00 p.m. regarding Zoning Map Amendment 14-01 – Solar Noir LLC. Councilmember Ruffin made a motion, which was seconded by Councilman Knight and passed unanimously, that Council call for a public hearing on Monday, October 13, 2014 and approve the conditional use permit application, based upon all interconnect agreements will be in place before any permits are issued.

Josh Edmondson, Planning Director, also presented the Main Street Façade Committee report, attached at page 72-78b.

A. Dean Bryan – 421 N. Main Street

Councilman Woodard made a motion, which was seconded by Councilmember Jordan and passed unanimously, that Council approve the grant application.

Josh Edmondson, Planning Director, presented Council with a proposed tree plan for Main Street. Councilman Jenkins made a motion, which was seconded by Councilman Hull and passed unanimously, that Council hold a Public Forum in October to discuss the project.

6. TOWN MANAGER'S RECOMMENDATIONS

A. Consent Items

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

(1) Memo 14-53 – 2013 Tax Levy Adjustment

Action taken: Council

- (1) increased the 2013 Tax Levy in the amount of \$74.50 for auto taxes billed by Edgecombe County,
- (2) approved the *Schedule of 2013 Tax Levy Adjusted as of September 8, 2014*, attached at page 72-78c, in the amount of \$3,511,485.62.

(2) Memo 14-54 – 2014 Tax Levy Adjustment

Action taken: Council

- (1) ordered the Tax Collector be charged with afterlists 1 & 2 in the amount of \$2,279.61,
- (2) approved 2014 Tax Levy release numbers 1-10 in the amount of \$2,097.63,
- (3) approved the *Schedule of 2014 Tax Levy Adjusted as of September 8, 2014*, attached at page 72-78d, in the amount of \$3,277,471.88.

(3) Minutes

Action taken: Council approved the minutes of the August 11, 2014 regular meeting.

B. Action Items

(1) Memo 14-55 – Budget Amendment – Façade Improvement Grant Program

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

BUDGET RESOLUTION
TOWN COUNCIL OF THE TOWN OF TARBORO
September 8, 2014

BE IT RESOLVED BY THE TOWN COUNCIL OF THE TOWN OF TARBORO, NORTH CAROLINA, that the 2014-2015 Fiscal Year Budget be amended by amending Revenue and Expenditure line items as follows:

<u>Account No.</u>	<u>Account Name</u>	<u>Current Budget</u>	<u>Amt of Change</u>	<u>Revised Budget</u>
REVENUES – GENERAL FUND				
103480.3304	Other Grants	0	+4,000	4,000
EXPENDITURES – GENERAL FUND				
104900.8305	Store Frt Improv Prog	4,000	+4,000	8,000

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

(2) Memo 14-56 – Contract Services for Utility and Property Tax Billing

Councilman Jenkins made a motion, which was seconded by Councilman Woodard and passed unanimously, that Council approve the recommended action to authorize appropriate Town Officials to establish a relationship with SouthData to provide contract services related to the outsourcing of the Utility and Property Tax billing processes in accordance with the proposal provided by SouthData.

(3) Memo 14-57 – Policy Amendment – Purchasing Policy and Procedures

Councilman Knight made a motion, which was seconded by Councilman Woodard and passed unanimously, that Council approve the Purchasing Policy and Procedures, attached at pages 72-78e through 72-78r, as amended.

(4) Memo 14-58 – Capital Outlay – Police Vehicles

Councilman Shephard made a motion, which was seconded by Councilman Jenkins and passed by a 7 to 1 vote, that Council reject the recommendation made to purchase the new police vehicles until staff conducts a formal bid process for 4 police vehicles. Council and staff discussed purchasing 8 vehicles but only included 4 vehicles in the 2014-2015 FY budget. Councilmembers Woodard, Jordan, Hull, Ruffin, Jenkins, Shephard and Burnette voted for the motion to reject. Councilman Knight voted against the motion.

(5) Memo 14-59A – Budget Amendment – Police Vehicles

No action taken due to rejection of Memo 14-58.

(6) Memo 14-59B – Budget Amendment – Police Vehicles

No action taken due to rejection of Memo 14-58.

(7) Memo 14-60 – Appointments for October 2014 – Citizens Advisory Recreation Committee

The following terms will expire in October 2014, it is recommended that Council be prepared to appoint individuals to fill the expired terms at the October 13, 2014 Council meeting.

Citizens Advisory Recreation Committee (2year term)

John Harris – Ward 1
Charles Johnson – Ward 2
George Whitehurst – Ward 3
Ronnie Daughtry – Ward 4
Michael K. Everette – Ward 5

Claude Carr – Ward 6
 Sabrina Bynum – Ward 7
 Keith Hale – Ward 8
 LeShawn Jenkins – At Large

Council would like to see more involvement from the Citizens Advisory Recreation Committee.

(8) Memo 14-61 – Appointments for October 2014 – Edgecombe County Tourism Development Authority

The following terms will expire in October 2014, it is recommended that Council be prepared to appoint individuals to fill the expired terms at the October 13, 2014 Council meeting.

Edgecombe County Tourism Development Authority (1 year term)

Buddy Hooks
 Sarah Peveler

(9) Memo 14-62 – Appointments for October 2014 – Parking Authority

The following term will expire in October 2014, it is recommended that Council be prepared to appoint an individual to fill the expired term at the October 13, 2014 Council meeting.

Parking Authority (5 year term)

Dean Bryan (Bryan Drugs)

(10) Memo 14-63 – Appointments for October 2014 – Planning Board and Zoning Commission

The following terms will expire in October 2014, it is recommended that Council be prepared to appoint individuals to fill the expired terms at the October 13, 2014 Council meeting.

Planning Board and Zoning Commission (4 year term)

Donnie Davis – Ward 1
 Reuben Thompson – Ward 3
 Dickie Guill – Ward 5
 Juanita Hyman – Ward 7
 Earl Miller – At Large

Mrs. Hyman has elected not to serve another term.

(11) Memo 14-64 – Appointments for October 2014 – Redevelopment Commission

The following terms will expire in October 2014, it is recommended that Council be prepared to appoint individuals to fill the expired terms at the October 13, 2014 Council meeting.

Redevelopment Commission (5 year term)

Annie Pippen
 Lillie Worsley

(12) Memo 14-65 – Appointments for October 2014 – Tarboro Edgecombe Airport Authority

The following term will expire in October 2014, it is recommended that Council be prepared to appoint an individual to fill the expired term at the October 13, 2014 Council meeting.

Tarboro-Edgecombe Airport Authority (5 year term)

Scott Fisher

(13) Memo 14-66 – GPS System for Police Vehicles (added to the agenda in 2. Approval of Agenda by Council)

Police Chief Williams informed Council that the Town was awarded a grant to purchase GPS units for Police vehicles with a Town match of 25%. Chief Williams explained the GPS Systems, stating they would help track crime rate, vehicle fuel consumption, track police officers and response times along with many other features. Councilman Knight made a motion, which was seconded by Councilmember Jordan and passed by a 6 to 2 vote that Council accept the grant award for the GPS Systems. Councilmembers Woodard, Jordan, Hull, Knight, Ruffin and Burnette voted for the motion. Councilmembers Jenkins and Shepherd voted against the motion.

Councilman Burnette informed Council that the ordinance states if a committee member (Citizens Advisory Recreation Committee) misses more than three meetings they can be replaced.

Councilmember Ruffin expressed her concerns about the Council seating arrangement. She stated she had emailed Mayor Page regarding this issue and had not received a response. The Mayor informed Councilmember Ruffin that he did not consider the seating arrangement an issue at this time.

Councilman Shepherd stated that he had requested email records between the Town Manager and Department Heads and he had not yet received the records. He also questioned why the fences have not been painted and the status of the Disc Golf Course. Public Works Director, Troy Lewis stated that the fences would be finished in the fall after his staff finished lawn maintenance. The Disc Golf Course was not included in the 2014-2015 FY budget.

Councilman Woodard expressed concerns about the availability and cleanliness of the restrooms at Indian Lake and M.A. Ray Center, he stated that they should be cleaned everyday. He was informed that staff would address the issues.

The Mayor called for a 5 minute break at 9:35 pm.

8. EXECUTIVE SESSION – Attorney/Client Privilege

Councilman Knight made a motion, which was seconded by Councilmember Ruffin and passed unanimously, that Council enter into Executive Session.

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

Councilman Knight made a motion, which was seconded by Councilman Woodard and passed by a 7 to 1 vote, that Council extend the Memorandum of Understanding with the appropriate amendments between the Town of Tarboro and the Current Town Manager, Alan Thornton and give the Manager a list of objectives and re-evaluate in six months.

9. ADJOURNMENT

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

Rick Page, Mayor

Leslie M. Lunsford, Town Clerk

7. OTHER REPORTS

A. Town Manager

The Town Manager informed Council of the Bluegrass Festival on September 20, 2014 at Indian Lake. The Town Manager also informed Council that the Water Treatment Plant generator needed to be replaced or rebuilt. Council requested staff recommendations. Troy Lewis recommended purchasing a new unit. Councilman Jenkins made a motion, which was seconded by Councilman Woodard and passed unanimously, that Council accept the recommendation and authorize staff to replace the generator at the Water Treatment Plant.

Based on Council authorizing the purchase of a new generator, Finance Director, Anne Mann requested the approval of a budget amendment. Councilman Jenkins made a motion, which was seconded by Councilman Woodard and passed unanimously, that Council approve the requested budget amendment.

B. Town Attorney

None

C. Mayor

None

D. Council Members