
AGENDA
TOWN COUNCIL OF THE TOWN OF TARBORO, NC
REGULAR MEETING HELD AT 7:00 PM, MONDAY, JANUARY 8, 2024
IN THE COUNCIL ROOM, TOWN HALL, TARBORO, NC

1. MEETING CALLED TO ORDER BY THE MAYOR

PLEASE TURN CELL PHONES OFF

2. INVOCATION

3. PLEDGE OF ALLEGIANCE

4. ELECTION OF MAYOR PRO TEM

5. APPROVAL OF AGENDA BY COUNCIL

6. REQUESTS AND PETITIONS OF CITIZENS

(Five minute time limit per person)

7. TOWN MANAGERS RECOMMENDATIONS

Consent Items

- (1) Approve minutes of the December 11, 2023 regular meeting.
- (2) Tax Collector's Report

Action Items

- (3) Edgecombe County - Animal Shelter Discussion

8. OTHER REPORTS

A. Town Manager

- (1) Town Council Planning Retreat Discussion - Potential Date March 2nd & 3rd

B. Town Attorney

C. Council Members

9. ADJOURNMENT

**MINUTES OF A REGULAR MEETING OF THE TOWN COUNCIL OF THE
TOWN OF TARBORO, HELD AT 7:00 PM ON MONDAY, DECEMBER 11, 2023 IN
THE COUNCIL ROOM, TOWN HALL, TARBORO, NORTH CAROLINA**

MEMBERS PRESENT

Councilman Woodard
Councilman Taylor - Mayor Pro Tem
Councilman Burnette
Councilman Brown
Councilman Jenkins
Councilmember Jordan
Councilmember Bynum
Councilman Anderson

MEMBERS ABSENT

Mayor Mayo

ALSO PRESENT

Troy Lewis, Town Manager
Leslie Lunsford, Town Clerk
Chad Hinton, Town Attorney

1. MEETING CALLED TO ORDER BY THE MAYOR

(1) Invocation

Mayor Pro Tem Taylor.

(2) Pledge of Allegiance

(3) Acceptance of Certificate of Municipal Election – Wards 2, 4, 6, and 8

Certificate of Municipal Election read by Town Clerk, Leslie Lunsford.

(4) Oaths of Office

Oath of Office for Councilmembers Taylor, Brown, Jordan and Anderson were administered by the Honorable Carol White.

(5) Recognition of Outgoing Councilmember - Al Braxton

The recognition of outgoing Councilmember Braxton was presented by Mayor Pro Tem Taylor.

2. APPROVAL OF AGENDA BY COUNCIL

Agenda approved as presented.

John Jenkins made a motion, which was seconded by Othar Woodard and Passed, Motion.

3. REQUESTS AND PETITIONS OF CITIZENS

Steve Redhage, 900 Saint Andrew Street - thanked Council for the progress made this year and hopes the progress will continue. He also congratulated Councilman Cutchin Anderson on his new position.

4. REPORTS OF BOARDS AND COMMISSIONS

- (1) Presentation of 2022-2023 Audit Report by Mr. Shelton Ennis from Joyce and Company, CPA

Presentation of the 2022-2023 Audit Report was presented by Mr. Shelton Ennis from Joyce and Company, CPA.

Anne Mann, Finance Director, answered questions and reported on water and sewer assets.

5. TOWN MANAGERS RECOMMENDATIONS

Consent Items

Consent Items approved as presented.

Deborah Jordan made a motion, which was seconded by Sabrina Bynum and Passed, Motion.

- (1) Approve minutes of the November 13, 2023 regular meeting.
- (2) Tax Collector's Report
- (3) Budget Transfers
- (4) 2023 Tax Levy Adjustment

Action Items

(5) Freedom Org Lease of Buyout Lots

Council entered into an amended long-term lease agreement with Freedom Org to develop a garden demonstration project on Town-owned property. The agreement will contain appropriate language addressing Hazard Mitigation Buyout Program deed restrictions and development standards associated with construction in the 100-year floodplain.

Othar Woodard made a motion, which was seconded by Sabrina Bynum and Passed, Motion.

(6) Budget Amendment Insurance Claim

Council approved the Insurance Claim budget amendment.

Deborah Jordan made a motion, which was seconded by Sabrina Bynum and Passed, Motion.

(7) Appointment for December - Edgecombe County Memorial Library Board of Trustees

Council appointed Ronnie Daughtry to fill the term on the Edgecombe County

Memorial Library Board of Trustees.

John Jenkins made a motion, which was seconded by Deborah Jordan and Passed, Motion.

(8) Appointment for December - Tarboro-Edgecombe Public Arts Commission (TEPAC)

Council appointed Reva Flowers to fill the term on the Tarboro-Edgecombe Public Arts Commission (TEPAC) by an 8 to 0 vote over Woodra Harrell.

6. OTHER REPORTS

A. Town Manager

No report.

B. Town Attorney

Chad Hinton wished everyone a Merry Christmas.

C. Council Members

Councilman Woodard - wished everyone a Merry Christmas.

Councilman Taylor - thanked the Public Works Department for working to restore safe water as quickly as possible and asked that the Town consider some type of alert system for emergency situations. Councilman Taylor also asked that Council consider discussing code enforcement at the upcoming Council Retreat. He wished everyone a Merry Christmas.

Councilmember Jordan - announced that it was her birthday. She thanked Anne Mann and the Electric Department and stated that she was looking forward to the Freedom Org project.

Councilman Jenkins - thanked the Public Works Department for restoring water quickly and stated that there were some individuals that were unhappy with the recently adopted downtown ordinances. Councilman Jenkins also wished Cutchin Anderson good luck as a new Councilmember.

Councilmember Bynum - stated that she was looking forward to the Freedom Org project and wished everyone a Merry Christmas.

Councilman Brown - thanked the Public Works Department and requested an update on larceny numbers. He also wished everyone a Merry Christmas and asked that everyone remember the less fortunate and our Servicemembers that were away during the holiday season.

Councilman Burnette - none.

Councilman Anderson - stated that he was looking forward to serving on the Council and wished everyone a Merry Christmas.

7. ADJOURNMENT

Meeting adjourned.

Othar Woodard made a motion, which was seconded by Deborah Jordan and Passed, Motion.

Town of Tarboro, North Carolina
General Fund
Schedule of Ad Valorem Taxes Receivable
December 31, 2023

<u>Fiscal Year</u>	<u>Uncollected Balance November 30, 2023</u>	<u>Additions</u>	<u>Collections and Credits</u>	<u>Uncollected Balance December 31, 2023</u>
2023	\$ 2,404,494	\$ -	\$ 1,243,890	\$ 1,160,604
2022	77,512		2,458	75,054
2021	34,631		926	33,705
2020	25,287		1,089	24,198
2019	17,016		113	16,903
2018	13,871		98	13,773
2017	9,834		-	9,834
2016	10,112		-	10,112
2015	8,207		-	8,207
2014	5,834		2	5,832
Prior years	26,366		162	26,204
	<u>\$ 2,633,164</u>	<u>\$ -</u>	<u>\$ 1,248,739</u>	<u>\$ 1,384,425</u>

Less: Allowance for Uncollectible Accounts:
General Fund

Ad valorem taxes receivable - net

\$ 1,384,425

Reconciliation with Revenues:

Ad valorem taxes - General Fund

Reconciling Items:

Prior years taxes written off	-
Prior year releases	-
Interest	931
Fees	1,442
Total reconciling items	<u>2,373</u>
Total collections and credits	<u>\$ 1,249,671</u>



Town of Tarboro, North Carolina Mayor and Council Communication

Subject: Edgecombe County - Animal Shelter Discussion

Date: 1/8/2024

Memo Number: 24-01

Edgecombe County has determined the need to build a new animal shelter and are in the process of seeking proposals to construct the same. Town staff has been discussing with representatives of the county the possibility of combining shelter operations once the project is completed. In order to utilize the shelter, Edgecombe County is asking that the Town of Tarboro participate in the funding for construction of the new shelter at a share proportionate to the Town's usage.

It is recommended that Council discuss the matter and determine the level of participation in the construction of a new Edgecombe County Animal Shelter.