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**AGENDA**  
**TOWN COUNCIL OF THE TOWN OF TARBORO, NC**  
**REGULAR MEETING HELD AT 7:00 PM, MONDAY, OCTOBER 10,**  
**2022**  
**IN THE COUNCIL ROOM, TOWN HALL, TARBORO, NC**

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**1. MEETING CALLED TO ORDER BY THE MAYOR**

**PLEASE TURN CELL PHONES OFF**

**2. INVOCATION**

**3. PLEDGE OF ALLEGIANCE**

**4. APPROVAL OF AGENDA BY COUNCIL**

**5. REQUESTS AND PETITIONS OF CITIZENS**

(Five minute time limit per person)

**6. MATTERS SCHEDULED FOR PUBLIC HEARING**

Tractor Supply Company Annexation #22-04 - A public hearing will be held to discuss the question of annexing approximately 6.45 acres of contiguous area on the south side of U.S. Hwy 258 described as displayed on the submitted map included with the annexation petition. It is recommended that Council adopt the attached Ordinance of Annexation.

**7. TOWN MANAGERS RECOMMENDATIONS**

**Consent Items**

- (1) Approve minutes of the September 12, 2022 regular meeting.
- (2) Tax Collector's Report
- (3) 2022 Tax Levy Adjustment
- (4) Budget Transfers

**Action Items**

- (5) Edgecombe County Water & Sewer Agreement
- (6) FY2022-2023 Budget Amendment - Re-appropriations from FY2021-2022
- (7) NCDOT - Christmas Parade
- (8) Appointment for October - Parking Authority
- (9) Appointment for October - Redevelopment Commission
- (10) Appointment for October - Edgecombe County Tourism Development Authority
- (11) Appointment for October - Citizens Advisory Recreation Committee
- (12) Appointment for October - Planning Board and Zoning Commission

**8. OTHER REPORTS**

A. Town Manager

B. Town Attorney

C. Council Members

(1) Councilman Woodard - Proposed Meeting Policies

**9. ADJOURNMENT**

**AN ORDINANCE TO EXTEND THE CORPORATE LIMITS OF THE  
TOWN OF TARBORO, NORTH CAROLINA**

WHEREAS, the Council of the Town of Tarboro has been petitioned under G.S. 160A-31 to annex the area described below; and

WHEREAS, the Town Clerk has certified the sufficiency of the petition, and a public hearing on the question of this annexation was held at the Tarboro Town Hall at 7 P.M. on October 10, 2022, after due notice by publications on September 29, 2022 and October 6, 2022;

WHEREAS, the Council of the Town of Tarboro finds that the area described therein meets the standards of G.S. 160A-31;

WHEREAS, the Council of the Town of Tarboro further finds that the petition is otherwise valid and that the public health, safety, and welfare of the Town of Tarboro and of the area proposed for annexation will be best served by annexing the area described;

NOW, THEREFORE, BE IT ORDAINED by the Council of the Town of Tarboro, North Carolina that:

Section 1. By virtue of the authority granted by G.S 160A-31, the following described contiguous territory is hereby annexed and made part of the Town of Tarboro, as of October 10, 2022:

BEING the full contents of Tract 2B, containing approximately 6.45 acres, as depicted on that plat recorded in Plat Book 13, Page 256, Edgecombe County Registry.

Together with and including all rights and easements appurtenant to the foregoing-described property in and to (i) Encroachment and Reciprocal Easement Agreement, recorded in Book 1384, Page 1103, effected by that First Amendment to Encroachment and Reciprocal Easement, recorded in Book 1389, Page 1071, Edgecombe County Registry; (ii) those Easements with Covenants and Restrictions recorded in Book 1242, Page 716, Edgecombe County Registry; and (iii) that Declaration of Ingress/Egress Easement recorded in Book 1242, Page 706, Edgecombe County Registry.

Section 2. Upon and after October 10, 2022 the above-described territory and its citizens and property shall be subject to all debts, laws, ordinances, and regulations in force in the Town of Tarboro and shall be entitled to the same privileges and benefits as other parts of the Town of Tarboro. Said territory shall be subject to municipal taxes according to G.S. 160A-58.10.

Section 3. The Mayor of the Town of Tarboro shall cause to be recorded in the office of the Register of Deeds of Edgecombe County and in the office of the Secretary of State at Raleigh, North Carolina, an accurate map of the annexed territory, described in Section 1 above, together with a duly certified copy of this ordinance. Such map shall also be delivered to the County Board of Elections, as required by G.S. 163-288.1.

Section 4. Notice of adoption of this ordinance shall be published once, following the effective date of annexation, in a newspaper having general circulation in the Town of Tarboro.

Adopted this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.

\_\_\_\_\_  
Mayor

ATTEST:

APPROVED AS TO FORM:

\_\_\_\_\_  
Clerk

\_\_\_\_\_  
Town of Tarboro Attorney

# TOWN OF TARBORO

## PETITION FOR ANNEXATION OF CONTIGUOUS PROPERTY

### TO THE TOWN COUNCIL OF THE TOWN OF TARBORO:

1) THE UNDERSIGNED, BEING THE OWNER OF ALL REAL PROPERTY LOCATED WITHIN THE AREA DESCRIBED IN PARAGRAPH #2 BELOW, REQUESTS THAT SUCH AREA BE ANNEXED TO THE TOWN OF TARBORO, NORTH CAROLINA.

2) THE AREA TO BE ANNEXED IS CONTIGUOUS TO THE TOWN OF TARBORO, AND IS LOCATED AT 200 River Oaks Drive, Tarboro, NC 27886 AND TAX MAP REFERENCED 4738-10-1333-00. THE BOUNDARIES OF SUCH TERRITORY ARE AS SHOWN ON THE METES AND BOUNDS DESCRIPTION ATTACHED HERETO.

3) A MAP (NO LARGER THAN 18" X 24") OF THE FOREGOING PROPERTY, SHOWING ITS RELATIONSHIP TO THE EXISTING CORPORATE LIMITS OF THE TOWN, IS ALSO ATTACHED HERETO.

4) THE TOTAL ACREAGE AND DWELLING UNITS LOCATED ON THIS PROPERTY ARE AS FOLLOWS:

6.45+/- ACRES 1 DWELLING UNITS

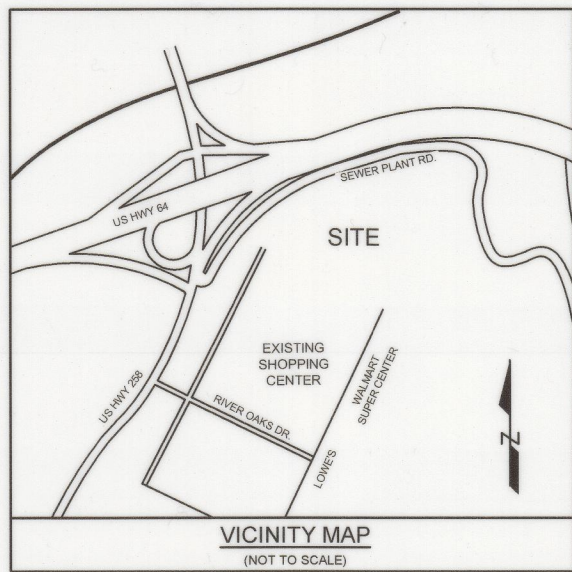
RESPECTFULLY SUBMITTED THIS 19<sup>th</sup> DAY OF July, 2022.

NAME:	Tarboro Development Group, LLC
ADDRESS:	120 Market Square- 2nd Floor
	Pinehurst, NC 28374
OWNER/PRESENT:	Member & Manager: Thomas Gavin Melia

ATTEST: Thomas Gavin Melia SECRETARY Member & Manager

I, Leslie Lunsford, Town Clerk of the Town of Tarboro, do hereby certify that the sufficiency of the above-reference petition has been checked and found to be in compliance with G.S. 160A-31.	
This the <u>7th</u> day of <u>September</u> , <u>2022</u> .	
TOWN CLERK:	<u>Leslie Lunsford</u>





- LEGEND:**
- IPF IRON PIPE FOUND
  - IRF IRON ROD FOUND
  - IRS IRON ROD SET
  - PKF PK NAIL FOUND
  - PKS PK NAIL SET
  - CMF CONCRETE MONUMENT FOUND
  - NO POINT FOUND/SET
  - BOUNDARY LINE
  - - - ADJOINING BOUNDARY LINE
  - - - RIGHT OF WAY
  - - - EASEMENT

**SITE DATA**  
SITE ADDRESS(S): RIVER OAKS DRIVE  
TARBORO, NORTH CAROLINA 27886

**OWNER INFORMATION:** TARBORO DEVELOPMENT GROUP, LLC  
120 MARKET SQUARE  
PINEHURST, NC 28374

**PAR ID:** PARCEL 2B - 4738-10-1333  
DEED BOOK 1760, PAGE 520  
PLAT CABINET 13 PAGE 256

**ZONING:** HB (TOWN OF TARBORO)

LINE	BEARING	DISTANCE
L5	N 25°45'14" W	21.99'
L6	N 28°21'01" W	63.22'
L7	N 62°52'00" W	30.01'
L8	N 27°08'23" E	36.24'

LODESTAR INVESTMENTS, LLC  
(FORMERLY KNOWN AS  
LODESTAR DEVELOPMENT LLC)  
PIN: 4738-00-6293  
D.B. 1365 PG. 999

TRACT 2A  
TARBORO SRX LLC  
PIN: 4738-00-9049  
D.B. 1601 PG. 666

TRACT 2B  
280,808 SQ. FT. ±  
6.45 AC. ±  
TO BE ANNEXED

TARBORO DEVELOPMENT GROUP LLC  
PIN: 4738-10-1333  
D.B. 1760, PG. 520  
P.C. 13, PG. 256

TRACT 3  
P.C. 13, PG. 256

LODESTAR INVESTMENTS, LLC  
PIN: 4738-10-1715  
D.B. 1482 PG. 616

- SURVEY NOTES**
- AREA CALCULATED BY COORDINATE METHOD.
  - HORIZONTAL DATUM (NAD 83 - 2011) WAS ESTABLISHED UTILIZING A TOPCON HIPER-V SURVEY GRADE GPS RECEIVER OPERATING IN VRS MODE WITH REPEAT OBSERVATIONS.
  - ALL DISTANCES ARE HORIZONTAL GROUND DISTANCES.
  - THE SUBJECT PARCEL IS LOCATED IN ZONE X - NOT A SPECIAL FLOOD HAZARD AREA - AS SHOWN BY FEMA PANEL NUMBER 3720473800K BEARING AN EFFECTIVE DATE OF 06/02/2015.
  - UTILITIES AS SHOWN ARE PLOTTED FROM INFORMATION VISIBLE IN THE FIELD AND FROM INFORMATION PROVIDED BY UTILITY COMPANIES. ADDITIONAL UTILITIES NOT SHOWN MAY EXIST. THE APPROPRIATE UTILITY COMPANIES SHOULD BE CONTACTED PRIOR TO LAND DISTURBING ACTIVITIES.
  - SURVEYOR IS NOT AWARE OF ANY CHANGES IN STREET RIGHT-OF-WAY LINES, EITHER COMPLETED OR PROPOSED AND AVAILABLE FROM THE CONTROLLING JURISDICTION.
  - THIS PLAT IS FOR ANNEXATION ONLY.

**CERTIFICATE OF REGISTRATION BY REGISTER OF DEEDS**

EDGECOMBE COUNTY  
NORTH CAROLINA

FILED FOR REGISTRATION ON THE \_\_\_\_ DAY OF \_\_\_\_ AT \_\_\_\_

(A.M./P.M.) AND DULY RECORDED IN MAP BOOK \_\_\_\_, AT PAGE \_\_\_\_.

REGISTER OF DEEDS

**CERTIFICATE OF EDGECOMBE COUNTY REVIEW OFFICER**

I, \_\_\_\_\_, REVIEW OFFICER OF EDGECOMBE COUNTY, CERTIFY THAT THE MAP OR PLAT TO WHICH THIS CERTIFICATION IS EXEMPT FROM REVIEW PER G.S. 4/30(f).

REVIEW OFFICER

DATE

**CERTIFICATE OF TARBORO PLANNING DIRECTOR**

I, \_\_\_\_\_, TARBORO PLANNING DIRECTOR HEREBY CERTIFY:

THIS SURVEY IS OF ANOTHER CATEGORY, SUCH AS THE RECOMBINATION OF EXISTING PARCELS, A COURT ORDERED SURVEY OR OTHER EXCEPTION TO THE DEFINITION OF A SUBDIVISION.

PLANNING DIRECTOR

DATE

**CERTIFICATE OF ACCURACY AND MAPPING**

I, JOSHUA A. EXLINE, CERTIFY THAT THIS PLAT WAS DRAWN UNDER MY SUPERVISION FROM AN ACTUAL SURVEY MADE UNDER MY SUPERVISION (DEED DESCRIPTIONS RECORDED AS SHOWN HEREON); THAT THE BOUNDARIES NOT SURVEYED ARE CLEARLY INDICATED AS DRAWN FROM INFORMATION NOTED; THAT THE RATIO OF PRECISION OR POSITIONAL ACCURACY IS 1:10,000; AND THAT THIS PLAT WAS PREPARED IN ACCORDANCE WITH G.S. 47-30 AS AMENDED. WITNESS MY ORIGINAL SIGNATURE, LICENSE NUMBER AND SEAL THIS 28th DAY OF AUGUST, A.D., 2022.

JOSHUA A. EXLINE, PLS LICENSE NO. L-5421

I, JOSHUA A. EXLINE, CERTIFY THAT THIS SURVEY IS OF ANOTHER CATEGORY, SUCH AS THE RECOMBINATION OF EXISTING PARCELS, A COURT-ORDERED SURVEY, OR OTHER EXEMPTION OR EXCEPTION TO THE DEFINITION OF SUBDIVISION.

JOSHUA A. EXLINE, PLS LICENSE NO. L-5421

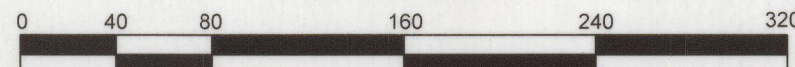
I, JOSHUA A. EXLINE, CERTIFY THAT THE PURPOSE OF THIS PLAT IS THE USE AND BENEFIT OF THE TOWN OF TARBORO FOR ANNEXATION.

THIS PLAT IS NOT TO BE USED FOR CONVEYANCE OR SALES.

JOSHUA A. EXLINE, PLS LICENSE NO. L-5421

NAD83 (2011)

SCALE: 1"=80'



DATE

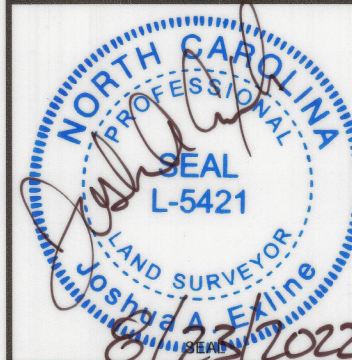
REVISIONS:

CLIENT INFORMATION:

TARBORO DEVELOPMENT GROUP, LLC  
120 MARKET SQUARE  
PINEHURST, NC 28374

**PARAMOUNT ENGINEERING**  
122 Cinema Drive  
Wilmington, North Carolina 28403  
(910) 791-6707 (O) (910) 791-6760 (F)  
NC License #: C-2846

ANNEXATION PLAT  
RIVER OAKS DRIVE  
TRACT 2B - P.C. 13 AT PG. 256  
TOWNSHIP NO. 1  
EDGECOMBE COUNTY, NC



1 of 1

DATE: AUGUST 1, 2022 SCALE: 1"=80'

PEI JOB#: 21144 PE



**MINUTES OF A REGULAR MEETING OF THE TOWN COUNCIL OF THE  
TOWN OF TARBORO, HELD AT 7:00 PM ON MONDAY, SEPTEMBER 12, 2022  
IN THE COUNCIL ROOM, TOWN HALL, TARBORO, NORTH CAROLINA**

**MEMBERS PRESENT**

Councilman Woodard  
Councilman/Mayor Pro Tem Taylor  
Councilman Burnette  
Councilman Brown  
Councilman Jenkins  
Councilmember Jordan  
Councilmember Bynum  
Councilman Braxton

**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**

**2. INVOCATION**

Councilman Taylor.

**3. PLEDGE OF ALLEGIANCE**

**4. APPROVAL OF AGENDA BY COUNCIL**

Agenda approved as presented.

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

**5. REQUESTS AND PETITIONS OF CITIZENS**

Gretchen Darnley, 206 W Battle Avenue - expressed concerns regarding the crosswalks on Main Street, kids being made to remove basketball goals from the street in the Historic District, speed bumps to help with speeding and a fair housing market.

Doris Jones, 310 E Granville Street - expressed concerns with the increased violence in the East Tarboro area, she requested additional camera surveillance.

Katherine Wilson, 1303 Martin Luther King Jr Drive - thanked the Police Department for policing her neighborhood.

Greg Higgs, 1105 Bradley Avenue - requested that Council and Town staff meet with District Attorney Robert Evans along with the Sheriff and local pastors to help fight the increased

local crime together. Mr. Higgs also requested the Police Department implement a dedicated gang unit.

## **6. 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 August 15, 2022 regular meeting.
- (2) Tax Collector's Report
- (3) 2022 Tax Levy Adjustment

### **Action Items**

#### **(4) Traffic Schedule Amendment - River Oaks Drive**

Council adopted the resolution amending the Traffic Schedule to prohibit parking along River Oaks Drive and Market Center Drive.

Clarence Brown made a motion, which was seconded by John Jenkins and Passed, Motion. Ayes: Braxton, Brown, Burnette, Jenkins, Taylor, Woodard; Nays: Bynum, Jordan

#### **(5) Petition for Voluntary Annexation of Contiguous Property**

Council adopted the Resolution Directing the Clerk to Investigate a Petition, which is the first step in the voluntary annexation process. Council also adopted the Resolution Fixing the Date of Public Hearing on Question of Annexation.

Alfred Braxton made a motion, which was seconded by John Jenkins and Passed, Motion.

#### **(6) CMAQ Grant - Western Boulevard Bicycle/Pedestrian Path**

Council authorized staff to execute the agreement between the North Carolina Department of Transportation and the Town of Tarboro to accept the CMAQ funds to install pedestrian and bicycle facilities along Western Boulevard.

Alfred Braxton made a motion, which was seconded by John Jenkins and Passed, Motion.

#### **(7) Award Contract - Public Safety Surveillance System**

Council authorized staff to contract with Carolina Video Security, Inc. for the design, installation, and maintenance of the Public Safety Surveillance System.

Deborah Jordan made a motion, which was seconded by Alfred Braxton and Passed, Motion.

#### **(8) Award Contract - Braswell Multipurpose Court**

Council awarded a contract to Musco Lighting and authorized staff to negotiate the

terms and to execute the necessary documents.

Alfred Braxton made a motion, which was seconded by Sabrina Bynum and Passed, Motion.

**(9) NCDOT - New Year's Eve Event**

Council adopted Ordinance 22-11 declaring the closure of N. Main Street (NC 33) between St. James Street and Pitt Street, the 300 block of N. Main Street, and the 300 block of St. Andrew Street for the 2022 New Year's Eve Event.

**ORDINANCE 22-11**

**AN ORDINANCE DECLARING A ROAD CLOSURE FOR A NEW YEAR'S  
EVE EVENT**

John Jenkins made a motion, which was seconded by Sabrina Bynum and Passed, Motion.

**(10) Field of Honor Request - Tarboro Rotary Club**

Council gave the Tarboro Rotary Club permission to install flags on the Town Common from November 3rd - 19th, 2022 and will allow staff to grant permission for each coming year depending on any conflicts with other events, for a Field of Honor display. Alfred Braxton made a motion, which was seconded by Sabrina Bynum and Passed, Motion.

**(11) Special Event - Brewgrass Festival**

Council agreed to the road closure of River Road for the Brewgrass Festival. John Jenkins made a motion, which was seconded by Alfred Braxton and Passed, Motion.

**(12) Minimum Housing Code Enforcement - 614 Martin Luther King Jr. Drive**

Council adopted ordinance 22-12 giving the owner(s) 30 days to comply with the Inspector's order. If the owner fails to comply with the Inspector's order, the ordinance authorizes the Inspector to remove or demolish the dwelling at 614 Martin Luther King Jr Drive. The cost of removal shall be a lien against the real property.

**ORDINANCE 22-12**

**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 614 MARTIN LUTHER KING JR. DRIVE  
IN THE TOWN OF TARBORO, NORTH CAROLINA OWNED BY LILLIE B.  
G. ALDAVE.**

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

**(13) Appointment for September - Downtown Grant Review Committee**

Council appointed Trey Cherry and Thomasine Whitehead as the two additional members to serve on the Downtown Grant Review Committee. Both members received



seven votes each, other nominees Eleanor Redhage Gilroy and Jennifer Shearin each received one vote.

**(14) Appointment for October - Parking Authority**

No action taken at this time.

**(15) Appointment for October - Redevelopment Commission**

No action taken at this time.

**(16) Appointment for October - Edgecombe County Tourism Development Authority**

No action taken at this time.

**(17) Appointment for October - Citizens Advisory Recreation Committee**

No action taken at this time.

**(18) Appointment for October - Planning Board and Zoning Commission**

No action taken at this time.

**7. OTHER REPORTS**

A. Town Manager

The Town Manager invited Council to attend the Downtown Showcase event on September 15, 2022 at 11:00 am at the Majestic Theater at 214 N Main Street.

B. Town Attorney

None.

C. Council Members

Councilman Taylor - asked if the Police Department had a drone that could be used for crime watch/prevention.

Councilman Burnette - none.

Councilman Brown - none.

Councilman Jenkins - none.

Councilmember Jordan - none.

Councilmember Bynum - thanked Chief Webb for policing over the weekend. She also asked that the truck drivers be given warning before parking enforcement begins.

Councilman Braxton - none.

**(1) Councilman Woodard - Proposed Meeting Policies**

Councilman Woodard distributed a written public comments policy for Council to review and add to the October agenda.

## **8. ADJOURNMENT**

Meeting adjourned.

Clarence Brown made a motion, which was seconded by Deborah Jordan and Passed, Motion.



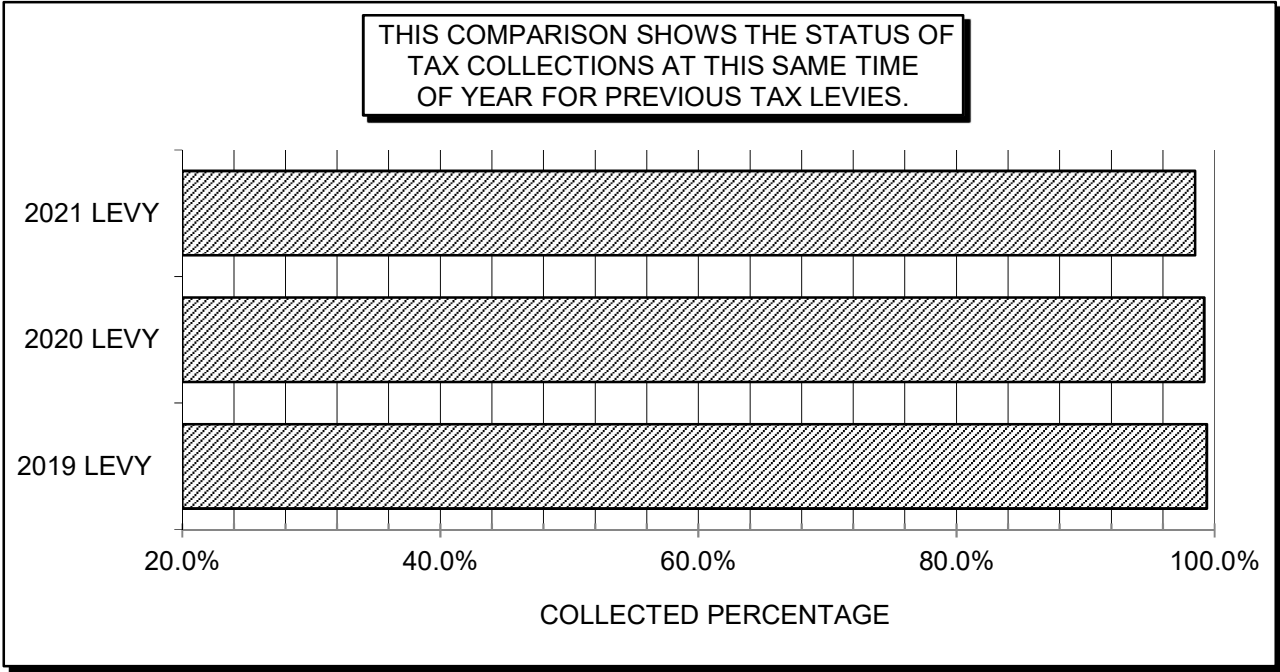
# TOWN OF TARBORO, NORTH CAROLINA

## TAX COLLECTOR'S REPORT

### For the Year Ended September 30, 2022

Levy Year	Current Fiscal Year Charges	COLLECTIONS		Uncollected Balance	Collected Percentage
		This Month	Fiscal Year-To-Date		
2022	3,392,157.84	374,067.18	453,253.11	2,938,904.73	13.36%
2021	3,331,503.65	12,080.06	3,187,160.37	144,343.28	97.40%
2020	93,955.89	3,263.59	48,441.15	45,514.74	98.63%
2019	107,185.89	1,587.63	80,444.42	26,741.47	99.18%
2018	53,197.48	1,015.96	37,236.16	15,961.32	99.51%
2017	23,861.41	815.29	10,891.57	12,969.84	99.60%
2016	19,318.84	820.18	6,708.05	12,610.79	99.62%
2015	15,540.44	820.18	5,347.69	10,192.75	99.70%
2014	12,033.85	820.18	4,032.28	8,001.57	99.76%
2013	9,279.68	0.00	1,881.03	7,398.65	99.79%
2012	7,909.33	0.00	1,380.67	6,528.66	99.82%
Prior	15,881.61	0.00	1,609.26	14,272.35	-
Subtotal	<u>7,081,825.91</u>	<u>395,290.25</u>	<u>3,838,385.76</u>	<u>3,243,440.15</u>	
		<u>3,893.95</u>	<u>6,238.75</u>	<== Interest on Taxes	
Net Tax Collections ==>		399,184.20	3,844,624.51		
		<u>0.00</u>	<u>420.00</u>	<== Beer & Wine Licenses	
TOTAL COLLECTED ==>		<u>399,184.20</u>	<u>3,845,044.51</u>		

*prepared by: Leslie M. Lunsford, Collector of Revenue*





## ***Town of Tarboro, North Carolina Mayor and Council Communication***

**Subject:** 2022 Tax Levy Adjustment

**Date:** 10/10/2022

**Memo Number:** 22-70

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The Schedule of 2022 Tax Levy Adjusted as of October 10, 2022, attached hereto, lists the valuation and tax amount of twenty-three (23) afterlists and six (6) releases. The releases have been approved by Edgecombe County Tax Assessor's Office.

It is recommended that Council:

1. Order the Tax Collector be charged with afterlists 1 through 23 in the amount of \$174,621.00,
2. Enter into the minutes 2022 Tax Levy release numbers 1 and 2 in the amount of \$150.62,
3. Approve 2022 Tax Levy release numbers 3 through 6 in the amount of \$1,613.15, and
4. Approve the Schedule of the 2022 Tax Levy Adjusted as of October 10, 2022, in the amount of \$3,568,228.26.

**ATTACHMENTS:**

Description	Upload Date	Type
2022 Tax Levy Adjustment	10/5/2022	Cover Memo



TOWN OF TARBORO, NORTH CAROLINA

SCHEDULE OF 2022 TAX LEVY

October 10, 2022

VALUATIONS				
	Real	Personal	Public Service Companies	Total
Initial Billing September 12, 2022	601,779,135	225,576,215	0	827,355,350
After list: 1 - 23	138,639	0	42,451,847	42,590,486
Less Releases: 1 - 6	(116,126)	(250,387)	0	(366,513)
Balance as of October 10, 2022	601,801,648	225,325,828	42,451,847	869,579,323

TAX CALCULATIONS				
	Real, Personal, & Pub. Ser. Co.	Late Listing Penalty	Auto Tax	Total
Initial Billing September 12, 2022	3,392,157.84	3,213.19	0.00	3,395,371.03
After list: 1 - 23	174,621.00	0.00	0.00	174,621.00
Less Releases: 1 - 6	(1,502.70)	(261.07)	0.00	(1,763.77)
Balance as of October 10, 2022	3,565,276.14	2,952.12	0.00	3,568,228.26

ITEMIZED RELEASES						
Rel. No.	Name/Description	Acct. No.	Real, Personal & Pub. Ser. Co.	Late Listing Penalty	Auto Tax	Total
1	Edgar Riley Hurdle assets sold in 2021	PP215836	53.06	5.31	0.00	58.37
2	Hykal Properties LLC transfer error	16565	92.25	0.00	0.00	92.25
3	Ryder Truck Rentals Inc account listed on time	PP205389	0.00	255.76	0.00	255.76
4	Florence Armstrong house was demolished	13577	173.83	0.00	0.00	173.83
5	Tarboro/Edgecombe Habitat for Humanil missed deed	15274	210.03	0.00	0.00	210.03
6	Ryder Truck Rentals Inc paid thru NCDMV	PP205389	973.53	0.00	0.00	973.53
Total Releases			1,502.70	261.07	0.00	1,763.77

**To:** Troy Lewis, Town Manager

**From:** Anne Mann, Finance Director

**Date:** October 5, 2022

**Re:** Reallocation of Departmental Appropriations



In accordance with Section 8 of the FY 2022-2023 Budget Ordinance of the Town of Tarboro, in your capacity as the Budget Officer, you have approved certain reallocations of departmental appropriations. Such transfers are required to be reported to Town Council within sixty (60) days.

These reallocations are summarized on the following pages for presentation to Town Council.



Account Id	Description	Previous Budget	Budget Transfer	Modified Budget
10-4520-1100	PW / Streets / Salaries	218,750.00	-34,750.00	184,000.00
10-4520-4500	PW / Streets / Contracted Services	0.00	34,750.00	34,750.00
31-7100-3300	Water & Sewer / Administration / Dept Supplies	0.00	60.00	60.00
31-7110-3300	Water & Sewer / Water Treatment / Dept Supplies	360,000.00	-60.00	359,940.00
32-7500-1100	Sanitation / Salaries	408,500.00	-18,500.00	390,000.00
32-7500-4500	Sanitation / Contracted Services	0.00	18,500.00	18,500.00
33-7300-4500	Stormwater / Contracted Services	35,000.00	30,000.00	65,000.00
33-7300-7300	Stormwater / Capital Outlay - Improvements	100,000.00	-30,000.00	70,000.00
		1,122,250.00	0.00	1,122,250.00



## ***Town of Tarboro, North Carolina Mayor and Council Communication***

**Subject:** Edgecombe County Water & Sewer Agreement

**Date:** 10/10/2022

**Memo Number:** 22-71

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Edgecombe County for many years has been a wholesale customer of water and sewer services from the Town of Tarboro. In order to outline and update the terms of this wholesale arrangement, Town Staff has worked with County Staff to draft an updated *Water and Sewer Purchase Contract*. The contract, among other terms, authorizes Edgecombe County to purchase up to 750,000 gallons of water from the Town and for the Town to treat up to 400,000 gallons of sewer on a daily basis.

It is recommended that the Town Council authorize the Mayor to execute the attached Water and Sewer Purchase Contract between the Town of Tarboro and Edgecombe County.

### **ATTACHMENTS:**

Description	Upload Date	Type
Water and Sewer Purchase Contract	10/5/2022	Cover Memo

# WATER AND SEWER PURCHASE CONTRACT

NORTH CAROLINA

CONTRACT BETWEEN  
THE TOWN OF TARBORO  
AND  
EDGECOMBE COUNTY WATER & SEWER

EDGECOMBE COUNTY

This CONTRACT, for the sale and purchase of water and sewer, is entered into this the 10th day of October, 2022, by and between The Town of Tarboro, party of the first part, hereinafter referred to as the "**Town**" (seller) and Edgecombe County, party of the second part, hereinafter referred to as the "**County**", (purchaser).

## WITNESSETH

Whereas, the **County** is organized and established under the provisions of Article 2 of Chapter 153A of the North Carolina General Statutes; and the **County** under authority of said Article of said Chapter of the North Carolina General Statutes will operate a water and sewer distribution and collection system, serving water and sewer users within the county in areas described by plans on file in the office of the Edgecombe County Water and Sewer Department, Edgecombe Administration Building, 201 St. Andrew St., Tarboro, North Carolina 27886, and to exercise this authority, the County requires a supply of treated water and collectible sewer; and

Whereas, the Town is organized and established under the provisions of Chapter 160A of the North Carolina General Statutes; and the Town owns and operates a water treatment and sewer treatment system with a capacity currently capable of serving the present customers of the **Town** with additional capacity available to the **County**; and

Whereas, by resolution adopted by the Town Council of the Town of Tarboro on 10th day of October, 2022, the sale of water and sewer to the County in accordance with the provisions in this Water and Sewer Purchase Contract was approved, and the execution of this contract carrying out said resolution by the Mayor and attested by the Town Clerk, was duly authorized; and

Whereas, by Resolution adopted by the Edgecombe County Board of Commissioners, on the 3rd day of October, 2022, the



purchase of water and sewer from the Town of Tarboro in accordance with the terms as set forth in this Water and Sewer Purchase Contract, was approved and the execution of this contract carrying out said resolution by the Chairman of the Edgecombe County Board of Commissioners and attested by the clerk, was duly authorized;

Now, therefore, in consideration of the foregoing and the mutual agreements herein set forth, the parties hereby agree as follows:

**1. The Town Agrees:**

- a. **Quantity and Quality**: To furnish the **County** at the points of delivery hereinafter specified during the term of this contract or any renewal or extension thereof, potable treated water meeting applicable purity standards of the rules governing public water supplies, 15A NCAC 18C - Water Supplies, in such quantity as may be required by the County not to exceed 750,000 gallons per day. In the event of a break in the County's water system or other emergency, the **County** is obligated to immediately contact the **Town's** Utility personnel and inform them of their estimates of the daily usage. Each of the parties hereto shall immediately notify the other of an emergency or condition, which may affect the quality or quantity of water in either party's system.
- b. **Sewer Services**: To furnish the **County** at the points of delivery hereinafter specified during the term of this contract or any renewal or extension thereof, treatment of raw sewage not to exceed 400,000 gallons per day.
- c. **Point of Delivery and Pressure**: That water will be furnished at a reasonably constant residual water pressure actually measured at not less than 55 psi from supply mains provide by the **Town** at points designated as **Meter Point 1** located at the crossing of small creek, tributary to the Tar River, and US Highway 258 south of Sara Lee Road (SR 1344);  
**Meter Point 2** located at the intersection of McNair Road (SR 1207) and US Highway 64 Alternate;  
**Meter Point 3** located on the west bank of the Tar River and its intersection with US 64 Bypass and US 258 along Sewer Plant Road (SR 1629);  
**Meter Point 4** located at the intersection of East Northern Blvd. and St. Andrew St.  
**Meter Point 5** located at the "Y" of NC Highway 111-122 South and McKendree Church Road (SR 1006);

**Meter Point 6** located at the southwest corner of the "round-a-bout" at Albemarle Avenue and N. Main Street, just before the Tar River Bridge.

Also, The Town agrees to permit the County to connect to the Town's sewer outfall line at a manhole on the Tar River adjacent to the Quigless Clinic. The location of said manhole is to be designated by the Public Works Director for the Town of Tarboro.

**Meter Point 1** a wastewater flowmeter located at Riverview Street in Princeville, more specifically, at the "In The Curve" sewer lift station. Wastewater flowmeter, owned by the **County**, shall be maintained to within 2% accuracy. The flowmeter shall be calibrated bi-annually at a minimum at the expense of the **County**.

In the event that the **Town** chooses to install an additional wastewater flowmeter, the wastewater flowmeter, owned by the **Town**, shall be installed and maintained to within 2% accuracy and repaired as necessary at a mutually agreeable and accessible location by the **Town** and **County**. The additional flowmeter shall be calibrated bi-annually at a minimum at the expense of the **Town**.

- d. **Metering Equipment:** To operate and maintain at its own expense at the point or points of delivery the necessary metering equipment as furnished and installed by the **County** in accordance with the **Town's** specifications, including a meter house or pit and required devices of standard type for properly measuring the quantity of water and delivered to the **County**, and to calibrate such metering equipment whenever requested by the **County**, but no more frequently than once every twelve months, a meter registering not more than 2% above or below 100% will be deemed to be accurate. The previous readings of any meter disclosed by the test to be inaccurate shall be corrected for the three (3) months previous to such test in accordance with the percentage of inaccuracy found by such test. If any meter fails to register for any period of time, the water furnished for such period shall be deemed to be the amount of water delivered in the corresponding period of time immediately prior to the failure, unless the **Town** and the **County** shall agree upon a different amount. The metering equipment shall be read monthly by the **Town** according to the **Town's** prevailing meter reading schedule. An official of the **County** shall have access to the meter for the purpose of verifying its reading at any reasonable time. The **County** may also

install its own reading equipment as to be able to obtain daily readings from the metering equipment, as long as it does not disturb or alter the reading equipment provided by the **Town**.

- e. **Billing Procedure**: To furnish the **County** at the above address, no later than the 10<sup>th</sup> of each month with an itemized statement of the amount of water and sewer furnished to the **County** during the preceding month.

## **2. The County Agrees:**

- a. **Rates and Payment Date**: To pay the **Town** no later than the past due date posted on the statement for water and sewer furnished, which said past due date shall be at least 10 days but no more than 20 days after the date of the statement for water and sewer delivered in accordance with the **Town's** Municipal Resale Water and Sewer Schedule.
  - 1. Water and Sewer rates charged by the **Town** to the **County** shall be no greater than the prevailing lowest wholesale rate charged by the **Town** to its other customers who purchase water and sewer for resale.
- b. **Installation and Ownership of Meter(s)**: To act as the **Town's** agent to design, bid and construct the necessary water and sewer main extensions and metering equipment at the prescribed and agreed to points of delivery. The **Town** shall provide all specifications necessary for the **County** to meet its obligation hereunder. Upon satisfactory completion and acceptance of the water and sewer main extensions and meters, title to the ownership of the water and sewer main extensions and meters and associated real property shall be conveyed to the **Town**.

## **3. IT IS FURTHER MUTUALLY AGREED between the Town and the County as follows:**

- a. **Terms of Contract**: That this contract shall extend for a term of 20 years, with an expiration date of the year 2042, from the date of the acceptance date of contract and executed by the **Town** and **County** and thereafter may be renewed or extended upon such terms as may be agreed upon by the **Town** and **County**.
- b. **Failure to Deliver**: The **Town**, at all times, shall operate and maintain its system in an efficient manner and will take such action as may be necessary to furnish the **County** with quantities of water and sewer required by the **County** as stated herein. Temporary or partial failures to



deliver water and sewer be remedied with all possible dispatch. In the event of extended shortage of water and sewer or the supply of water and sewer available to the **Town** is otherwise diminished over an extended period of time, the supply of water and sewer to the **County's** customers shall be reduced or diminished in the same ratio or proportion as the supply to the **Town's** customers is reduced or diminished.

- c. **Modification of Contract:** That the provision of this contract pertaining to volume of water and sewer to be furnished to the **County** may be renegotiated by the County by written notice given to the **Town** within sixty (60) days prior to the effective date of said modifications, that the provisions of this contract pertaining to the schedule of rates to be paid to the **Town** for water and sewer delivered are subject to modification at the end of every year-period, generally coinciding with annual budget preparation and may be modified by the **Town** by written notice to the **County** given at least sixty (60) days prior to the effective date of said modification; provided, however, that any and all increases shall be subject to the rate limitations set forth in paragraph 2(a)1. Further, it is mutually agreed that the duration of this agreement is such that the passage of time will require modification(s) thereof. Therefore, requests by either party for modifications of this agreement shall be submitted in written form to the other party at least ninety (90) days prior to the effective date of the modifications requested, but no such modification shall be permitted except upon mutual consent of both parties.
- d. **Regulatory Agencies:** That this contract is subject to such rules, regulations, or laws as may be applicable in similar agreements in this State, and the **Town** and **County** will collaborate in obtaining such permits, certificates, of the like as may be required to comply herewith.
- e. **Successor to the County:** In the event of any occurrence rendering the **County** incapable of performing under this contract, any successor of the **County**, whether the result of legal process, assignment or otherwise, shall succeed to the rights of the **County** hereunder.
- f. **Governing Agent:** No officer or agent of the **Town** of **County**, other than the Town Council or the governing body of the County, shall have the power to amend, modify, or alter this agreement, or in any way waive any condition or to bind **Town** or **County** or make any promise or representation not contained herein.

- g. **Pass Through of Water and Sewer:** It is understood and agreed by both parties Hereto that the **County** shall not pass through the **Town's** water and sewer network any water and sewer unless its pass through is approved by the Town in writing prior to its occurrence. In the event of emergency situation as defined in paragraph 3(j) below, a pass through of water and sewer may be permitted in accordance with the provisions of said paragraph.
- h. **Responsibility for Quality:** It is distinctly understood and agreed by both parties hereto that the **Town's** obligation is to provide a quality of water meeting the North Carolina Drinking Water Act Regulations to the point of delivery to the **County**. The **County** shall be solely responsible for the quality and for any required testing under parameters required by the North Carolina Drinking Water Act Regulations beyond the point of delivery.
- i. **Water & Sewer Policies and Water Ordinances of the Town of Tarboro:** It is understood and agreed by both parties that the **County** shall be subject to all policies and ordinances of the Town of Tarboro, North Carolina, which relate to the subject matter of this contract; and any other such policy or ordinance provisions now existing or hereafter implemented. If a policy or ordinance directly conflicts with any provisions of this contract, then the provision of this contract shall control.
- j. **Emergency Situation:** Notwithstanding any other provisions of this contract, in the event of an emergency situation created by unexpected events beyond the control of either party, the **Town Manager** or his designee on behalf of the **Town** and the **County Manager** or his designee on behalf of the **County** may agree to a modification or alteration of the terms of this contract in order to address the emergency situation. Any such modifications or changes shall continue in effect as long as the emergency continues to exist or the governing board of either party directs its discontinuance, whichever occurs earlier.
- k. **Address for Notice:** Whenever notice or information is to be furnished by the **Town** to the **County**, it shall be personally delivered or mailed to the County Manager at the Edgecombe County Administrative Building, 201 St. Andrew St., P.O. Box 10 Tarboro, NC 27886. Whenever notice or information is to be furnished by the **County** to the **Town**, it shall be personally delivered or mailed to

the Town Manager at 500 Main St., P.O. Box 220, Tarboro, NC 27886-0220.

1. **Service Area:** Because of the cost of the installation of water and sewer systems referred to herein and in the interest of a reasonable rate being offered to the customers, both parties agree not to invade the services area of the other party as reflected on the official legal boundary description of the **County** for the purpose of selling water and/or sewer, unless by mutual consent of both parties. Where such extensions may be made by one party in the other party's service area, the offending party shall abide by the prevailing policies and ordinances of the offended party as it relates to size, type, and quality of water and sewer main installed. However, the responsibility for extensions and ownership of facilities within the **County's** boundary and/or the **Town's** Extraterritorial Jurisdiction shall not preclude, by special agreement for the extension of water and/or sewer mains therein, sharing the cost of making such extensions and retaining and or sharing in the ownership thereof.

#### **4-Hold Harmless:**

To the fullest extent permitted by law, the **County** shall indemnify and hold harmless the **Town, Town Council** and **Town Employees** from and against any and all cost, losses and damages (including but not limited to all fees or engineers, attorneys and other professionals) caused by the failure to provide water and sewer in accordance with this agreement providing that such failure is not a direct result of negligence or malice by the **Town**.



Wherefore, each of the parties hereto has caused this Agreement to be executed in its respective Corporate name by its duly authorized respective officers in duplicate originals, one of which is to be retained by each of the parties, the said day and year first above written.

Town of Tarboro

By: \_\_\_\_\_  
Mayor

Attest:

\_\_\_\_\_  
Town Clerk

Corporate Seal

Edgecombe County

By: L. W. W.  
Chairman, Edgecombe County  
Board of Commissioners

Attest:

Francis Mingo  
Clerk to the Board

Seal

This instrument has been pre-audited in the manner required by the Local Government Budget and Fiscal Control Act.

Beth Q. Edmondson  
Beth Edmondson,  
Interim Finance Director



## ***Town of Tarboro, North Carolina Mayor and Council Communication***

**Subject:** FY2022-2023 Budget Amendment - Re-appropriations from FY2021-2022

**Date:** 10/10/2022

**Memo Number:** 22-72

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As of June 30, 2022, there were a number of open items which were appropriated through the execution of a purchase order but not completed prior to the fiscal year end. These items cannot be absorbed in this year's budget and should be re-appropriated. All amounts to be re-appropriated were budgeted, available and unspent as of period ending June 30, 2022.

It is recommended that Council adopt the attached budget resolution.

### **ATTACHMENTS:**

Description	Upload Date	Type
Budget Amendment - Re-appropriations	10/5/2022	Budget Amendment

**BUDGET RESOLUTION****TOWN COUNCIL OF THE TOWN OF TARBORO****October 10, 2022**

BE IT RESOLVED BY THE TOWN COUNCIL OF THE TOWN OF TARBORO, NORTH CAROLINA, that the 2022-2023 Fiscal Year Budget be amended by amending Revenue and Expenditure line items as follows:

<i>Account Number</i>	<i>Account Name</i>	<i>Current Budget</i>		<i>Amount of Change</i>		<i>Revised Budget</i>
<b>REVENUES - GENERAL FUND</b>						
10-3991-0100	Fund Balance Appropriated	636,429	+	419,101	=	1,055,530
<b>EXPENDITURES - GENERAL FUND</b>						
10-4135-1400	Finance - Admin - Travel	4,000	+	2,500	=	6,500
10-4135-4300	Finance - Admin - Professional Services	42,200	+	6,500	=	48,700
10-4140-3300	Finance - Collections - Department Supplies	5,500	+	2,250	=	7,750
10-4145-1600	Technology - Maintenance & Repair Equip	5,000	+	4,500	=	9,500
10-4145-4500	Technology - Contracted Services	82,500	+	12,242	=	94,742
10-4145-4550	Technology - Computer Support Services	5,000	+	1,054	=	6,054
10-4145-7400	Technology - CO Equipment	-	+	49,830	=	49,830
10-4260-1500	PW - Bldgs & Grounds - Maintenance & Repair	60,000	+	4,775	=	64,775
10-4260-7300	PW - Bldgs & Grounds - CO Improvements	-	+	35,656	=	35,656
10-4260-7400	PW - Bldgs & Grounds - Equipment	-	+	12,600	=	12,600
10-4310-3300	Police - Department Supplies	36,500	+	3,602	=	40,102
10-4310-3600	Police - GHSP	25,000	+	5,578	=	30,578
10-4310-3601	Police - Bullet Proof Vests	3,750	+	3,060	=	6,810
10-4310-7400	Police - CO Equipment	36,000	+	75,340	=	111,340
10-4340-1600	Fire Department - Maintenance & Repair- Equipm	35,000	+	3,952	=	38,952
10-4340-7400	Fire Department - CO Equipment	-	+	32,725	=	32,725
10-4520-3100	PW - Streets - Auto Supplies	35,000	+	4,792	=	39,792
10-4520-3800	PW - Streets - Mosquito Control Grant	10,500	+	10,259	=	20,759
10-4520-4500	PW - Streets - Contracted Services	18,750	+	2,526	=	21,276
10-4520-7400	PW - Streets - CO Equipment	-	+	62,600	=	62,600
10-4900-7300	Planning & Econ Dev - CO Improvements	-	+	20,000	=	20,000
10-4900-8305	Planning & Econ Dev - Storefront Improvement	10,000	+	7,000	=	17,000
10-4900-8306	Planning & Econ Dev - Marketing Tarboro	30,000	+	39,925	=	69,925
10-6135-7300	Parks & Rec - Maintenance - CO Improvements	175,000	+	15,835	=	190,835
<b>REVENUES - POWELL BILL FUND</b>						
19-3990-0100	Fund Balance Appropriated	300,250	+	2,670	=	302,920
<b>EXPENDITURES - POWELL BILL FUND</b>						
19-4525-7300	Powell Bill - CO Construction	500,000	+	2,670	=	502,670



**REVENUES - ELECTRIC FUND**

30-3991-0100	Fund Balance Appropriated	812,591	+	303,049	=	1,115,640
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**EXPENDITURES - ELECTRIC FUND**

30-7200-4500	Administration - Contracted Services	-	+	39,000	=	39,000
30-7200-7400	Administration - CO Equipment	-	+	19,398	=	19,398
30-7210-3300	Operations - Maintenance & Repair Equipment	35,000	+	2,000	=	37,000
30-7210-7300	Operations - CO Improvements	150,000	+	85,279	=	235,279
30-7210-7400	Operations - CO Equipment	132,000	+	157,372	=	289,372

**REVENUES - WATER & SEWER FUND**

31-3991-0100	Fund Balance Appropriated	465,639	+	671,493	=	1,137,132
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**EXPENDITURES - WATER & SEWER FUND**

31-7100-7400	Administration - CO Equipment	8,000	+	25,000	=	33,000
31-7110-3300	Water Treatment - Dept Supplies	360,000	+	5,000	=	365,000
31-7110-7400	Water Treatment - CO Equipment	75,000	+	50,000	=	125,000
31-7120-1500	Water Distribution - Maintenance & Repair	15,000	+	1,000	=	16,000
31-7120-7300	Water Distribution - CO Improvements	257,000	+	293,130	=	550,130
31-7120-7400	Water Distribution - CO Equipment	-	+	89,478	=	89,478
31-7130-1600	Water Treatment Plant - Maintenance & Repair	90,000	+	85,000	=	175,000
31-7130-7300	Water Treatment Plant - CO Improvements	-	+	64,000	=	64,000
31-7140-3300	WW Treatment Plant - Dept Supplies	40,000	+	2,885	=	42,885
31-7140-7400	WW Treatment Plant - CO Equipment	32,000	+	56,000	=	88,000

**REVENUES - SOLID WASTE FUND**

32-3991-0100	Fund Balance Appropriated	76,654	+	236,967	=	313,621
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**EXPENDITURES - SOLID WASTE FUND**

32-7500-2100	Administration - Yard Waste Grinding	60,000	+	60,000	=	120,000
32-7500-3300	Administration - Dept Supplies	70,000	+	6,861	=	76,861
32-7500-4500	Administration - Contracted Services	-	+	1,275	=	1,275
32-7500-7400	Administration - CO Equipment	500,000	+	168,831	=	668,831

**REVENUES - STORMWATER FUND**

33-3991-0100	Fund Balance Appropriated	75,960	+	76,575	=	152,535
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**EXPENDITURES - STORMWATER FUND**

33-7300-4300	Administration - Professional Services	15,000	+	9,575	=	24,575
33-7300-7300	Administration - CO Improvements	70,000	+	67,000	=	137,000

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



## ***Town of Tarboro, North Carolina Mayor and Council Communication***

**Subject:** NCDOT - Christmas Parade

**Date:** 10/10/2022

**Memo Number:** 22-73

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In order to receive approval from the North Carolina Department of Transportation (NCDOT) to close Main Street for the Tarboro Christmas Parade, it is necessary to adopt an ordinance declaring the road closure.

It is recommended that Council adopt the attached ordinance declaring the closure of N. Main Street from Granville Street to Hope Lodge Street for the purpose of holding the 2022 Tarboro Christmas Parade.

### **ATTACHMENTS:**

Description	Upload Date	Type
Christmas Parade Ordinance	10/4/2022	Cover Memo

ORDINANCE NO. \_\_\_\_\_

**AN ORDINANCE DECLARING A ROAD CLOSURE FOR A  
CHRISTMAS PARADE**

**THE TOWN COUNCIL OF THE TOWN OF TARBORO ORDAINS:**

**WHEREAS**, the Town Council of the Town of Tarboro acknowledges a long tradition of co-sponsoring an annual Christmas parade for the pleasure of its citizens; and

**WHEREAS**, the Town Council of the Town of Tarboro acknowledges its citizens realize a financial benefit from holding an annual Christmas parade; and

**WHEREAS**, the Town Council of the Town of Tarboro acknowledges a parade requires approximately two (2) hours to install traffic control, and also requires approximately two hours for removing traffic control and litter;

**NOW THEREFORE BE IT ORDAINED** by the Town Council of the Town of Tarboro pursuant to the authority granted by N.C.G.S. 20-169 that they do hereby declare a temporary road closure during the day and time set forth below on the following described portion of a State Highway System route:

Date: Sunday, December 11, 2022

Time: 4:00 PM – 8:00 PM (Parade at 6:00 PM)

Route Description: N. Main Street (NC 33) between Granville Street and Hope Lodge Street (SR 1213)

This ordinance to become effective when signs are erected giving notice of the limits and times of the closure, and implementation of adequate traffic control to guide through vehicles around the parade route.

Adopted this 10<sup>th</sup> day of October, 2022

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Tate Mayo, Mayor

Attest:

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Leslie M. Lunsford, Town Clerk



## ***Town of Tarboro, North Carolina Mayor and Council Communication***

**Subject:** Appointment for October - Parking Authority

**Date:** 10/10/2022

**Memo Number:** 22-74

---

The five (5) year term for Bud Woolard will expire in October 2022 for the Parking Authority. Mr. Woolard does not wish to serve another term.

It is recommended that Council appoint an individual to fill the expired term for the Parking Authority at the October Council meeting.





## ***Town of Tarboro, North Carolina Mayor and Council Communication***

**Subject:** Appointment for October - Redevelopment Commission

**Date:** 10/10/2022

**Memo Number:** 22-75

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The one (1) year term for Robert Cherry will expire in October 2022 for the Redevelopment Commission.

Mr. Cherry is interested in serving a five (5) year term and his application is attached.

It is recommended that Council appoint an individual to fill the expired term for the Redevelopment Commission at the October Council meeting.

### **ATTACHMENTS:**

Description	Upload Date	Type
Robert Cherry's Application	10/3/2022	Cover Memo



# Town of Tarboro

## Application for Boards and Commissions

Please print or type the following information:

Name: Robert Cherry Daytime Telephone: 252-883-7402  
Address: 1401 CAPTAINS Rd Ward: 8 Zip Code: 27886  
Email: robertcherry38@gmail.com  
Length of Residence in Tarboro: 46 years

Please indicate which board, commission, or committee on which you would like to serve:

Redevelop Commission

Why would you like to serve?

Because I worked with the Commission while serving as  
Chief of Police and was involved with helping Public Housing  
A safe place for their tenants.

Please describe how your education, work experience, and community activities are relevant to your selections: I am

familiar with operation of the Housing Authority from my career  
in law enforcement in Tarboro, and worked with commission during his time

Community Activities: Trash Pickup in Tarboro, volunteered at local Hospital,  
coached Girls softball team

Employment History: Retired from Tarboro Police Dept serving in positions  
of Police Officer, Narcotic Officer, Detective Sgt, Police Master,  
Chief of Police

Education: ASSOCIATE DEGREE IN CRIMINAL JUSTICE, studies  
in Police Science at NC Shaw University & Wesleyan College

Are you currently a member of any state, federal, or local board, commission, or committee? If so, please list below: \_\_\_\_\_

Not at this time

All information contained on this application is subject to public disclosure and will be reviewed by public officials. Attach any additional supporting documentation that is relevant to your qualifications to serve, i.e. resume, bio, etc.

Signature of Applicant: Robert Cherry Date: 9-1-2022

All information contained on this application is subject to public disclosure and will be reviewed by public officials. Attach any additional supporting documentation that is relevant to your qualifications to serve, i.e. resume, bio, etc.

Submit Application by Mail to: Town of Tarboro  
Attn: Town Manager  
P.O. Box 220  
Tarboro, NC 27886

or Fax to: 252-641-4254



## ***Town of Tarboro, North Carolina Mayor and Council Communication***

**Subject:** Appointment for October - Edgecombe County Tourism Development Authority

**Date:** 10/10/2022

**Memo Number:** 22-76

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The three (3) year term for the Edgecombe County Tourism Development Authority will expire in October 2022 for the following individuals:

June Leland  
C.B. Brown

Both individuals are interested in serving another term and their applications are attached.

It is recommended that Council appoint (2) two individuals to fill the expired terms for the Edgecombe County Tourism Development Authority at the October Council meeting.

### **ATTACHMENTS:**

Description	Upload Date	Type
June Leland Application	10/3/2022	Cover Memo
C.B. Brown Application	10/3/2022	Cover Memo



## Town of Tarboro

### Application for Boards and Commissions

Please print or type the following information:

Name: June Hobby Leland Daytime Telephone: 919 413 0040  
Address: 800 N Main Str Ward: \_\_\_\_\_ Zip Code: 27886  
Email: junelelandtarboro@gmail.com  
Length of Residence in Tarboro: 11 years

Please indicate which board, commission, or committee on which you would like to serve:

ECTDA

Why would you like to serve?

Township and its promotion are vital to the life and economy of our community. I love finding new and interesting ways to grow it.

Please describe how your education, work experience, and community activities are relevant to your selections:

I am a graduate of UNC-CH, a RN and attorney. I work part time in real estate, and am active as a volunteer.

Community Activities:

I volunteer at Martin Millionaire in Lynch Bunch, also volunteered as a RN vaccinator for Health Dept

Employment History:

Parlee Law Office, RN, Real estate law part time 2017 to present.

Education:

J.D law and BSN UNC CH

Are you currently a member of any state, federal, or local board, commission, or committee? If so, please list below:

ECTDA presently serving.

All information contained on this application is subject to public disclosure and will be reviewed by public officials. Attach any additional supporting documentation that is relevant to your qualifications to serve, i.e. resume, bio, etc.

Signature of Applicant:

June Leland

Date:

9/21/22

All information contained on this application is subject to public disclosure and will be reviewed by public officials. Attach any additional supporting documentation that is relevant to your qualifications to serve, i.e. resume, bio, etc.

Submit Application by Mail to: Town of Tarboro  
Attn: Town Manager  
P.O. Box 220  
Tarboro, NC 27886

or Fax to: 252-641-4254



# Town of Tarboro

## Application for Boards and Commissions

Please print or type the following information:

Name: CB Brown Daytime Telephone: 252-641-0419

Address: 1821 Meredith Ave Ward: 4 Zip Code: 27886

Email: c.brown1960@yahoo.com

Length of Residence in Tarboro: 60 years

Please indicate which board, commission, or committee on which you would like to serve:

TDA (Tourism Development Authority)

Why would you like to serve? To continue to promote the Great Events and the Beauty of our County,

Please describe how your education, work experience, and community activities are relevant to your selections: Be a business Owner helps with the financial and leadership aspects

Community Activities: Post Secretary and 2 term President of the Tarboro Lions Club,  
Post-Baseball Coach with the town of tarboro Rec. Dept.

Employment History: General Contractor, Self Employed

Education: High School - Some leadership classes, Seminars,

Are you currently a member of any state, federal, or local board, commission, or committee? If so, please list below:

Chairman (Latino Scholarship Fund) 3-years TAC Board (Transportation Advisory Committee)  
Chairman TDA (Tourism Development Authority)

All information contained on this application is subject to public disclosure and will be reviewed by public officials. Attach any additional supporting documentation that is relevant to your qualifications to serve, i.e. resume, bio, etc.

Signature of Applicant: [Signature] Date: 2-9-2022

All information contained on this application is subject to public disclosure and will be reviewed by public officials. Attach any additional supporting documentation that is relevant to your qualifications to serve, i.e. resume, bio, etc.

Submit Application by Mail to: Town of Tarboro  
Attn: Town Manager  
P.O. Box 220  
Tarboro, NC 27886

or Fax to: 252-641-4254





## ***Town of Tarboro, North Carolina Mayor and Council Communication***

**Subject:** Appointment for October - Citizens Advisory Recreation Committee

**Date:** 10/10/2022

**Memo Number:** 22-77

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The two (2) year term for the Citizens Advisory Recreation Committee will expire in October 2022 for the following individuals:

Adrian Brown - Ward 1  
Jarvis Pettaway - Ward 2  
George Whitehurst - Ward 3  
Dwayne Owens - Ward 4  
Mears Pitt - Ward 5  
Karl Joyner - Ward 6  
Ricky Phillips - Ward 7  
Rick Mann - Ward 8  
Al Braxton - At Large

All members are interested in serving another term and their applications are attached.

Keith Morris has also expressed interest in serving on this committee to represent Ward 8 and his application is attached.

It is recommended that Council appoint individuals to fill the expired terms for the Citizen Advisory Recreation Committee at the October Council meeting.

### **ATTACHMENTS:**

Description	Upload Date	Type
Adrian Brown Application	10/3/2022	Cover Memo
Jarvis Pettaway Application	10/3/2022	Cover Memo
George Whitehurst Application	10/3/2022	Cover Memo
Dwayne Owens Application	10/3/2022	Cover Memo
Mears Pitt Application	10/3/2022	Cover Memo
Karl Joyner Application	10/3/2022	Cover Memo
Ricky Phillips Application	10/3/2022	Cover Memo
Rick Mann Application	10/3/2022	Cover Memo
Al Braxton Application	10/3/2022	Cover Memo
Keith Morris Application	10/3/2022	Cover Memo

# Town of Tarboro Application for Boards and Commissions

Please print or type the following information:

Name Adrian D Brown

Daytime Telephone: (252)314-7604

Ward: 1

Zip Code: 27886

Address: 405 Cantongate Road Email:

adrian.brown.ab@gmail.com

Orown ab

Length of Residence in Tarboro: 36 years

**Please indicate which board, commission, or committee on which you would like to serve:** Citizen Advisory Recreation Committee

**Why would you like to serve?** I would like to serve to be able to help provide best recreation activities for the youth in my area.

**Please describe how your education, work experience, and community activities are relevant to your selections:** I work daily with youth in sports who use them as a physical, mental and emotional outlet I also have an educational background in the recreation field which in return helps with understanding the working of the recreation department.

**Community Activities:** 14 years of coaching football at two of our local middle schools as well as coaching basketball at Tarboro High School for the last 8 years. I also spend time volunteering and subbing in our local schools.

**Employment History:** Edgecombe County Public Schools 2008-present

**Education:** 2004 Tarboro High School Graduate, Studied Physical Education and Sports and Recreation at Fayetteville State University 2004-2008.

**Are you currently a member of any state, federal, or local board, commission, or committee? If so, please list below:** Currently serving on the Citizen Advisory Recreation Committee

All information contained on this application is subject to public disclosure and will be reviewed by public officials. Attach any additional supporting documentation that is relevant to your qualifications to serve, i.e. resume, bio, etc.

**Signature of Applicant:** Adrian Brown **Date:** September 6, 2022

All information contained on this application is subject to public disclosure and will be reviewed by public officials. **Attach any additional supporting documentation that is relevant to your qualifications to serve, i.e. resume, bio, etc.**

**Submit Application by Mail to:** Town of Tarboro **or Fax to:** 252-641-4254 Attn: Town Manager  
P.O. Box 220 Tarboro, NC 27886



# Town of Tarboro

## Application for Boards and Commissions

Please print or type the following information:

Name: Jarvis Earl Pettaway

Daytime Telephone: 252-813-7935

Address: 602 Shiloh Road

Ward: 2

Zip Code: 27886

Email: 2008twinspapa@gmail.com

Length of Residence in Tarboro: 40 years

Please indicate which board, commission, or committee on which you would like to serve.

Recreation Advisor

Why would you like to serve? I would like to serve because I will bring experience and knowledge to the Recreation field. Having worked and supervised in this area, I understand what is needed to provide suitable recreation to all members of the community.

Please describe how your education, work experience, and community activities are relevant to your selections: After attending Chowan College, I began working with the Tarboro Recreation maintenance department. As my roles and responsibilities increased, I became very knowledgeable of all facets of recreation and its importance in our community. My levels of responsibility increased throughout my tenure within the recreation department and I retired as Tarboro Parks and Recreation Director.

Community Activities: A member of Kiwanis Club (Salvation Army annual "Bell Ringing"). I also volunteer in the following areas: Tarboro High Athletic Booster Club; Special Olympics; Mentor Edgecombe County Schools; Coach Youth Sports; Relay for Life; and Flag Raising committee. I am a part of the Tarboro High School Hall of Fame committee which targets individuals to be selected into the Hall of Fame.

Employment History: Retired January 1, 2011 with 35 years of service with the Town of Tarboro.

Education: Graduated Tarboro High School in 1973 and attended Chowan College.

Are you currently a member of any state, federal, or local board, commission, or committee? If so, please list below: Tarboro Redevelopment Commission.

All information contained on this application is subject to public disclosure and will be reviewed by public officials. Attach any additional supporting documentation that is relevant to your qualifications to serve, i.e. resume, bio, etc.

Signature of Applicant: Jarvis E. Pettaway

Date: 9/1/2022

All information contained on this application is subject to public disclosure and will be reviewed by public officials. Attach any additional supporting documentation that is relevant to your qualifications to serve, i.e. resume, bio, etc.

Submit Application by Mail to: Town of Tarboro  
Attn: Town Manager  
P.O. Box 220  
Tarboro, NC 27886

or

Fax to: 252-641-4254



## Town of Tarboro

### Application for Boards and Commissions

Please print or type the following information:

Name: George F. Whitehurst, Jr Daytime Telephone: 252-813-0188

Address: 1600 Westhills Dr Ward: 3 Zip Code: 27886

Email: Softballdadwhitehurst@yahoo.com

Length of Residence in Tarboro: 55 yrs

Please indicate which board, commission, or committee on which you would like to serve:

Citizens Advisory Recreation Committee

Why would you like to serve? I Love to help my Community.

Please describe how your education, work experience, and community activities are relevant to your selections: I am a retired Environmental Health Specialist (30yrs). I have coached Softball at Tarboro High for 20yrs & Refereed or Umpired for the Town of Tarboro 15yrs.

Community Activities: I have served on this board for 2yrs & Tarboro High coach

Employment History: Retired 30yrs in Environmental Health. I am now working Part time for Edgecombe Environmental Health

Education: BS from East Carolina University in Public Health with a Concentration in Environmental Health.

Are you currently a member of any state, federal, or local board, commission, or committee? If so, please list below: \_\_\_\_\_

N/A

All information contained on this application is subject to public disclosure and will be reviewed by public officials. Attach any additional supporting documentation that is relevant to your qualifications to serve, i.e. resume, bio, etc.

Signature of Applicant: George F. Whitehurst Date: 9/6/22

All information contained on this application is subject to public disclosure and will be reviewed by public officials. Attach any additional supporting documentation that is relevant to your qualifications to serve, i.e. resume, bio, etc.

Submit Application by Mail to: Town of Tarboro or Fax to: 252-641-4254  
Attn: Town Manager  
P.O. Box 220  
Tarboro, NC 27886





# Town of Tarboro

## Application for Boards and Commissions

Please print or type the following information:

Name: DWAYNE OWENS Daytime Telephone: 252-412-4891

Address: 2003 ELIZABETH ST Ward: 4 Zip Code: 27886

Email: dcowens13103@gmail.com

Length of Residence in Tarboro: 50

Please indicate which board, commission, or committee on which you would like to serve:

CITIZENS ADVISORY COMM.

Why would you like to serve? I'VE ALWAYS HAD A PASSION FOR OUR REC  
DEPT AS WELL AS POSSIBLY ~~BE~~ HAVING A PLATFORM TO  
HELP MOLD YOUNG MINDS.

Please describe how your education, work experience, and community activities are relevant to your selections:

12 YRS IN LEO IN THIS COMMUNITY I KNOW A LOT OF  
THE COMMUNITY + SAW THEIR NEEDS

Community Activities: WORK W/ CALLING BASEBALL GAMES + EASTER CLASSIC

Employment History: WELDER, US ARMY, WELDER, LAW ENFORCEMENT, + RETIRED

Education: 12 grad w/ SOME COLLEGE

Are you currently a member of any state, federal, or local board, commission, or committee? If so, please list below:

CRISIS INTERVENTION TEAM STATE OF NC

All information contained on this application is subject to public disclosure and will be reviewed by public officials. Attach any additional supporting documentation that is relevant to your qualifications to serve, i.e. resume, bio, etc.

Signature of Applicant: [Signature] Date: 9-2-2022

All information contained on this application is subject to public disclosure and will be reviewed by public officials. Attach any additional supporting documentation that is relevant to your qualifications to serve, i.e. resume, bio, etc.

Submit Application by Mail to: Town of Tarboro  
Attn: Town Manager  
P.O. Box 220  
Tarboro, NC 27886

or Fax to: 252-641-4254



## Town of Tarboro

### Application for Boards and Commissions

Please print or type the following information:

Name: Mears Pitt Daytime Telephone: 252-8903-4141  
Address: 200 Saint Patrick St. Ward: 5 Zip Code: 27886  
Email: Mears Pitt 100 @ Yahoo.com  
Length of Residence in Tarboro: 22 years

Please indicate which board, commission, or committee on which you would like to serve:

Parks & Rec Advisory Board

Why would you like to serve?

To give back to my community,

Please describe how your education, work experience, and community activities are relevant to your selections:

I would be a good fit with my experience from Ace Hardware.

Community Activities:

Swim Team President

Employment History:

Ace Hardware for ever.

Education:

AD

Are you currently a member of any state, federal, or local board, commission, or committee? If so, please list below:

Tarboro Savings Bank board member

All information contained on this application is subject to public disclosure and will be reviewed by public officials. Attach any additional supporting documentation that is relevant to your qualifications to serve, i.e. resume, bio, etc.

Signature of Applicant:

Mears Pitt

Date:

9-3-22

All information contained on this application is subject to public disclosure and will be reviewed by public officials. Attach any additional supporting documentation that is relevant to your qualifications to serve, i.e. resume, bio, etc.

Submit Application by Mail to: Town of Tarboro  
Attn: Town Manager  
P.O. Box 220  
Tarboro, NC 27886

or

Fax to: 252-641-4254



# Town of Tarboro

## Application for Boards and Commissions

Please print or type the following information:

Name: Karl B. Joyner Daytime Telephone: (253) 314-7485  
Address: 508 E. St. James St. Ward: D. Ward Zip Code: 27884  
Email: KarlJoyner@gmail.com  
Length of Residence in Tarboro: 51.5 years

Please indicate which board, commission, or committee on which you would like to serve:

Why would you like to serve? To help the community get better, and more informed about whats been offered

Please describe how your education, work experience, and community activities are relevant to your selections:

Worked for Tarboro Parks & Recreation  
Volunteered as a ref, coach, and events in center

Community Activities: \_\_\_\_\_

Employment History: Town of Tarboro 20 years

Education: Tarboro High School - Diploma  
North Carolina Central University - Durham N.C. 2 yrs.

Are you currently a member of any state, federal, or local board, commission, or committee? If so, please list below: \_\_\_\_\_

No

All information contained on this application is subject to public disclosure and will be reviewed by public officials. Attach any additional supporting documentation that is relevant to your qualifications to serve, i.e. resume, bio, etc.

Signature of Applicant: [Signature] Date: 9-6-22

All information contained on this application is subject to public disclosure and will be reviewed by public officials. Attach any additional supporting documentation that is relevant to your qualifications to serve, i.e. resume, bio, etc.

Submit Application by Mail to: Town of Tarboro  
Attn: Town Manager  
P.O. Box 220  
Tarboro, NC 27886

or Fax to: 252-641-4254



# Town of Tarboro

## Application for Boards and Commissions

Please print or type the following information:

Name: Ricky Phillips Daytime Telephone: 252-885-5460

Address: 1002 Edmondson Av Ward: \_\_\_\_\_ Zip Code: 27886

Email: ruleerrick959@gmail.com

Length of Residence in Tarboro: 22 yrs

Please indicate which board, commission, or committee on which you would like to serve:

Recreation  
Why would you like to serve? To help community

Please describe how your education, work experience, and community activities are relevant to your selections: Played College Basketball. Finish High School, went College 2 yrs.

Community Activities: Church

Employment History: Rocky Mount Cord Co.

Education: Finished High School

Are you currently a member of any state, federal, or local board, commission, or committee? If so, please list below: no

All information contained on this application is subject to public disclosure and will be reviewed by public officials. Attach any additional supporting documentation that is relevant to your qualifications to serve, i.e. resume, bio, etc.

Signature of Applicant: Ricky Phillips Date: 9-10-22

All information contained on this application is subject to public disclosure and will be reviewed by public officials. Attach any additional supporting documentation that is relevant to your qualifications to serve, i.e. resume, bio, etc.

Submit Application by Mail to: Town of Tarboro  
Attn: Town Manager  
P.O. Box 220  
Tarboro, NC 27886

or Fax to: 252-641-4254



# Town of Tarboro

## Application for Boards and Commissions

Please print or type the following information:

Name: Rick Mann Daytime Telephone: 252-544-0760  
Address: 602 Clark Dr Ward: 8 Zip Code: 27886  
Email: rmann@tarboro-nc.com  
Length of Residence in Tarboro: 17 years

Please indicate which board, commission, or committee on which you would like to serve:

Parks and Recreation Citizen Advisory Board

Why would you like to serve? \_\_\_\_\_

Would like to influence town's direction in impacting tomorrow's youth.

Please describe how your education, work experience, and community activities are relevant to your selections: I have coached baseball and wrestling since moving to Tarboro in 2005. I continue to work with the youth in my community.

Community Activities: Youth Wrestling Coach

Employment History: Town of Tarboro Employee Since 2005

Education: B.S. Criminal Justice Degree from Western Carolina University

Are you currently a member of any state, federal, or local board, commission, or committee? If so, please list below: Yes

Board Member of North Carolina Wrestling Association for Youth

All information contained on this application is subject to public disclosure and will be reviewed by public officials. Attach any additional supporting documentation that is relevant to your qualifications to serve, i.e. resume, bio, etc.

Signature of Applicant: [Signature]

Date: 9/8/22

All information contained on this application is subject to public disclosure and will be reviewed by public officials. Attach any additional supporting documentation that is relevant to your qualifications to serve, i.e. resume, bio, etc.

Submit Application by Mail to: Town of Tarboro  
Attn: Town Manager  
P.O. Box 220  
Tarboro, NC 27886

or

Fax to: 252-641-4254





## Town of Tarboro Application for Boards and Commissions

Please print or type the following information:

Name: Alfred S. Braxton Jr. (AI) Daytime Telephone: 252-904-8213  
Address: 2406 Deane Ave. Tarboro, NC Zip Code: 27886  
Email: al34ti1207@gmail.com  
Length of Residence in Tarboro: 31 years

Please indicate in priority order the two boards, commissions, or committees on which you would like to serve:

1. Citizens Advisory Recreation Committee 2. \_\_\_\_\_

Why would you like to serve? I want our town to promote a healthy lifestyle for its citizens. This starts with recreation and this committee is a driving force in pursuing activities that will benefit our youth and adult population.

Please describe how your education, work experience, and community activities are relevant to your selections: \_\_\_\_\_

During my years with the police dept. I was active as a coach and parent, and participant in our recreational activities. I am also a State certified physical fitness instructor, and the

Community Activities: \_\_\_\_\_

Employment History: Retired (Town of Tarboro Police Dept.)

Currently employed-NC Farm Bureau

Education: B.S. Criminal Justice Administration

Are you currently a member of any state, federal, or local board, commission, or committee? If so, please list below: \_\_\_\_\_

No

All information contained on this application is subject to public disclosure and will be reviewed by public officials. Attach any additional supporting documentation that is relevant to your qualifications to serve, i.e. resume, bio, etc.

Signature of Applicant: [Signature] Date: 8/31/22

All information contained on this application is subject to public disclosure and will be reviewed by public officials. Attach any additional supporting documentation that is relevant to your qualifications to serve, i.e. resume, bio, etc.

Submit Application by Mail to: Town of Tarboro  
Attn: Town Manager  
P.O. Box 220  
Tarboro, NC 27886  
or Fax to: 252-641-4254



# Town of Tarboro

## Application for Boards and Commissions

Please print or type the following information:

Name: Keith Morris Daytime Telephone: 252-903-3551

Address: 608 Clark Drive, Tarboro, NC Zip Code: 27886

Email: keithmorris1208@gmail.com

Length of Residence in Tarboro: 29 years

Please indicate in priority order the two boards, commissions, or committees on which you would like to serve:

1. Recreation Advisory Board 2. \_\_\_\_\_

Why would you like to serve? I would like to serve to assist the Recreation Department in continuing to succeed in its efforts to better the community. I specifically understand the importance that youth sports play in these efforts, and I would like to focus on enhancing these programs.

Please describe how your education, work experience, and community activities are relevant to your selections: \_\_\_\_\_

My background in law enforcement provides me with a unique perspective on the local youth. I also currently serve as a Softball and Cross Country coach for NECP, and I have coached numerous other youth sports.

Community Activities: NECP Coach

Employment History: Retired Town of Tarboro Police Officer (1993-2022)

Education: BS in Sociology; AS in Criminal Justice

Are you currently a member of any state, federal, or local board, commission, or committee? If so, please list below: \_\_\_\_\_

None

All information contained on this application is subject to public disclosure and will be reviewed by public officials. Attach any additional supporting documentation that is relevant to your qualifications to serve, i.e. resume, bio, etc.

Signature of Applicant: Keith Morris Date: 9-28-22

All information contained on this application is subject to public disclosure and will be reviewed by public officials. **Attach any additional supporting documentation that is relevant to your qualifications to serve, i.e. resume, bio, etc.**

Submit Application by Mail to: Town of Tarboro or Fax to: 252-641-4254  
Attn: Town Manager  
P.O. Box 220  
Tarboro, NC 27886



## ***Town of Tarboro, North Carolina Mayor and Council Communication***

**Subject:** Appointment for October - Planning Board and Zoning Commission

**Date:** 10/10/2022

**Memo Number:** 22-78

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The four (4) year term for the Planning Board and Zoning Commission will expire in October 2022 for the following individuals:

Robert Farmer - Ward 1

Rick Norville - Ward 3

LeShaun Jenkins - At-Large Member

Mr. Farmer and Mr. Norville are both interested in serving another term and their applications are attached.

Mr. Jenkins has decided to no longer serve on the Planning Board and Zoning Commission leaving the At-Large Member position vacant. Mr. Billy Boddie and Mr. Anthony Edwards have expressed interest in serving in this position and their application is attached.

It is recommended that Council appoint (3) three individuals to fill the expired terms for the Planning Board and Zoning Commission at the October Council meeting.

### **ATTACHMENTS:**

Description	Upload Date	Type
Robert Farmer Application	10/3/2022	Cover Memo
Rick Norville Application	10/3/2022	Cover Memo
Billy Boddie Application	10/3/2022	Cover Memo
Anthony Edwards Application	10/3/2022	Cover Memo



# Town of Tarboro

## Application for Boards and Commissions

Please print or type the following information:

Name: Robert C. Farmer Daytime Telephone: (252) 823-4135  
Address: 3800 N. Main St, Tarboro Ward: \_\_\_\_\_ Zip Code: 27886  
Email: RCFarmer15@gmail.com  
Length of Residence in Tarboro: 35 years

Please indicate which board, commission, or committee on which you would like to serve:

Planning Board Ward

Why would you like to serve? I would like to serve because I believe strongly in our community involvement, and by serving, I want to play a role in shaping the development of Tarboro. I want to be able to advocate with the City Council, City Staff & other Agencies and board on matters affecting community development.

Please describe how your education, work experience, and community activities are relevant to your selections: My education, experience and community activities are relevant because it helps me with having knowledge & understanding of being fair & open minded, being prepared for meetings, having the ability to communicate, along with understanding of issues.

Community Activities: Relay For Life, Special Olympics, Red Cross, Food Bank Drive, Happening on the Commons

Employment History: Carolina Enterprise - Sept 1969 - 1984 - 15 years  
Rocky Mt Engine Plant - May 1988 - Present - 30 years+

Education: Shaw University Divinity School - Raleigh NC, Hampton University  
Edgecombe Community College - Tarboro NC, Wilson Community College - Wilson NC

Are you currently a member of any state, federal, or local board, commission, or committee? If so, please list below: N/A

All information contained on this application is subject to public disclosure and will be reviewed by public officials. Attach any additional supporting documentation that is relevant to your qualifications to serve, i.e. resume, bio, etc.

Signature of Applicant: Robert C. Farmer Date: 9-23-2022

All information contained on this application is subject to public disclosure and will be reviewed by public officials. Attach any additional supporting documentation that is relevant to your qualifications to serve, i.e. resume, bio, etc.

Submit Application by Mail to: Town of Tarboro or Fax to: 252-641-4254  
Attn: Town Manager  
P.O. Box 220  
Tarboro, NC 27886



## Town of Tarboro

### Application for Boards and Commissions

Please print or type the following information:

Name: MARTIN R. NORVILLE Daytime Telephone: 252-908-5225  
Address: 311 SOUTH HOWARD CIRCLE Ward: \_\_\_\_\_ Zip Code: 27886  
Email: RICKNORVILLE@YAHOO.COM  
Length of Residence in Tarboro: 62 YEARS

Please indicate which board, commission, or committee on which you would like to serve:

PLANNING BOARD AND ZONING  
Why would you like to serve? TO HELP THE TOWN DEVELOP THE RIGHT THINGS

Please describe how your education, work experience, and community activities are relevant to your selections:

I HAVE LIVED IN TARBORO MOST OF MY LIFE  
WORKED FOR THE TOWN OF TARBORO FOR MORE THAN 30 YEARS

Community Activities: \_\_\_\_\_

Employment History: WORK FOR THE TOWN OF TARBORO MORE THAN 30 YEARS  
BEFORE RETIRING

Education: HIGH SCHOOL DIPLOMA

Are you currently a member of any state, federal, or local board, commission, or committee? If so, please list below: \_\_\_\_\_

PLANNING BOARD TOWN OF TARBORO

All information contained on this application is subject to public disclosure and will be reviewed by public officials. Attach any additional supporting documentation that is relevant to your qualifications to serve, i.e. resume, bio, etc.

Signature of Applicant: Martin R. Norville

Date: 9/7/22

All information contained on this application is subject to public disclosure and will be reviewed by public officials. **Attach any additional supporting documentation that is relevant to your qualifications to serve, i.e. resume, bio, etc.**

Submit Application by Mail to: Town of Tarboro  
Attn: Town Manager  
P.O. Box 220  
Tarboro, NC 27886

or Fax to: 252-641-4254



## Town of Tarboro

### Application for Boards and Commissions

Please print or type the following information:

Name: Billy Boddie Daytime Telephone: 823-5459 (H) 813-3451 (C)  
Address: 405 Speight Ave Ab, Tarboro, NC Ward: At-Large Zip Code: 27886  
Email: billy.boddie@gmail.com  
Length of Residence in Tarboro: 61 years

Please indicate which board, commission, or committee on which you would like to serve:

Planning Board  
Why would you like to serve? To be a servant to my town and community.

Please describe how your education, work experience, and community activities are relevant to your selections: \_\_\_\_\_

I am familiar with the needs of the town and people.  
I feel I can be an asset to the town.

Community Activities: Planning Board, Board for Panola Heights Housing Development Corp., County Planning Board, Coached Little League Football

Employment History: QVC and Edgecombe County Public School System

Education: High School Graduate and some college

Are you currently a member of any state, federal, or local board, commission, or committee? If so, please list below: \_\_\_\_\_

Panola Heights Housing Development

All information contained on this application is subject to public disclosure and will be reviewed by public officials. Attach any additional supporting documentation that is relevant to your qualifications to serve, i.e. resume, bio, etc.

Signature of Applicant: Billy Boddie Date: 9-15-22

All information contained on this application is subject to public disclosure and will be reviewed by public officials. **Attach any additional supporting documentation that is relevant to your qualifications to serve, i.e. resume, bio, etc.**

Submit Application by Mail to: Town of Tarboro  
Attn: Town Manager  
P.O. Box 220  
Tarboro, NC 27886

or Fax to: 252-641-4254





# Town of Tarboro

## Application for Boards and Commissions

Please print or type the following information:

Name: Anthony Edwards Daytime Telephone: 252-904-5941

Address: 3306 North Main Street, Tarboro, NC Zip Code: 27886

Email: aedwards@tritonwoods.com

Length of Residence in Tarboro: 20 Years

Please indicate in priority order the two boards, commissions, or committees on which you would like to serve:

1. Tarboro Planning Board 2. Reappoint to Edgecombe Memorial Library

Why would you like to serve? \_\_\_\_\_

To better our town as I have done for the past 20 years serving on various boards.

Please describe how your education, work experience, and community activities are relevant to your selections: \_\_\_\_\_

Current property owner in various areas of town including industrial, residential, historic district, and commercial areas.

I have contributed to the development of the town of Tarboro.

Community Activities: See attached.

Employment History: See attached.

Education: See attached.

Are you currently a member of any state, federal, or local board, commission, or committee? If so, please list below: \_\_\_\_\_

See attached.

All information contained on this application is subject to public disclosure and will be reviewed by public officials. Attach any additional supporting documentation that is relevant to your qualifications to serve, i.e. resume, bio, etc.

Signature of Applicant: \_\_\_\_\_ Date: 9-20-22

All information contained on this application is subject to public disclosure and will be reviewed by public officials. **Attach any additional supporting documentation that is relevant to your qualifications to serve, i.e. resume, bio, etc.**

**Submit Application by Mail to:** Town of Tarboro  
Attn: Town Manager  
P.O. Box 220  
Tarboro, NC 27886

**or Fax to:** 252-641-4254

---

# **RICHARD ANTHONY EDWARDS JR.**

3306 North Main Street  
Tarboro, North Carolina 27886 USA

## **Family**

Born in Rocky Mount, NC to an amazing family, wonderful parents, grandparents, and an exceptional sister.

## **Education**

Rocky Mount Academy  
North Carolina State University School of Agriculture

## **Experience**

Triton International Woods – 20 Years in Tarboro  
Founder and CEO

Triton International Woods is a multifaceted company providing unique wood products and architectural solutions worldwide.

## **Affiliations**

Calvary Episcopal Church  
Benvenue Country Club

## **Current Boards**

Blount Bridger's Foundation - Treasurer  
Edgecombe County Memorial Library – Vice Chair  
Tarboro Revitalization - President

## **Past Boards**

Blount Bridger's Foundation – President  
Edgecombe County Cultural Arts Council – Treasurer  
Edgecombe County Airport Authority  
Edgecombe Charitable Foundation of the North Carolina Community Foundation  
Edgecombe Community College Board of Trustees Appointed by the Governor  
Fuhrman - Mathewson Trust  
Tarboro Brewing Company