

**MINUTES OF A REGULAR MEETING OF THE TOWN COUNCIL OF THE  
TOWN OF TARBORO, HELD AT 7:00 PM ON MONDAY, DECEMBER 9, 2019 IN  
THE COUNCIL ROOM, TOWN HALL, TARBORO, NORTH CAROLINA**

MEMBERS PRESENT

Mayor Pitt  
Councilman Woodard  
Councilman Taylor  
Councilman Burnette  
Councilman Brown  
Councilman Jenkins  
Councilmember Jordan  
Councilmember Bynum  
Councilman Mayo

MEMBERS ABSENT

ALSO PRESENT

Troy Lewis, Town Manager  
Leslie Lunsford, Town Clerk  
Chad Hinton, Town Attorney  
Garland Shephard, Outgoing Councilman Ward 8

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

- (1) Invocation  
Councilman Taylor
- (2) Pledge of Allegiance
- (3) Receipt and Acceptance of Certificate of Municipal Election - Wards 2, 4, 6, 8  
Council accepted the Receipt and Certificate of Municipal Election.  
John Jenkins made a motion, which was seconded by Othar Woodard and Passed,  
Motion.
- (4) Recognition of Outgoing Councilmember - Garland Shephard  
Presented to Garland Shephard by Mayor Joe Pitt.
- (5) Oaths of Office  
Oaths administered by Carol White, Clerk of Superior Court.
- (6) Election of Mayor Pro Tem  
Councilman Jenkins nominated Councilman Woodard.  
Councilman Brown nominated Councilman Taylor.  
Councilman Woodard was appointed as Mayor Pro Tem by a 6 to 2 vote.

## **2. APPROVAL OF AGENDA BY COUNCIL**

Agenda approved as presented.

Leo Taylor made a motion, which was seconded by Sabrina Bynum and Passed, Motion.

## **3. REQUESTS AND PETITIONS OF CITIZENS**

Johnnie Mears, 801 Linden Street, Tarboro - Mr. Mears expressed concerns with speeding in his neighborhood. He stated there was also a problem with 4-wheelers and dirt bikes in the neighborhood.

## **4. REPORTS OF BOARDS AND COMMISSIONS**

- (1) A representative with Petway, Mills, & Pearson, PA will present the Audit Report.

Audit Report presented.

## **5. TOWN MANAGERS RECOMMENDATIONS**

### **Consent Items**

Consent Items approved as presented.

Deborah Jordan made a motion, which was seconded by Leo Taylor and Passed, Motion.

- (1) Approve minutes of November 12, 2019 regular meeting.
- (2) 2018 Tax Levy Memo
- (3) 2019 Tax Levy Memo
- (4) Tax Collector's Report

### **Action Items**

#### **(5) Lease Agreement - Town of Tarboro and Edgecombe Community College**

Council authorized staff to enter into a Lease Agreement, subject to final negotiations, with Edgecombe Community College for use of space in the Tarboro Town Hall for the Small Business Center.

Councilman Mayo voted for the motion.

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

#### **(6) Facility Use Agreement - NECP**

Council authorized staff to execute the facility use agreement, upon final negotiation of terms with North East Carolina Preparatory, for use of Town athletic facilities.

Councilman Mayo voted for the motion.

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

**(7) Personnel - Residency Policy**

Councilman Brown made a motion, which was seconded by Councilman Woodard and passed by a 5 to 3 vote that Council request the Town Attorney amend the current Town ordinance 19-05, section (a) to read as follows:

(a) Any persons hired or promoted by the Town for the positions of Police Chief, Fire Chief, Electric Utility Director, Public Works Director, Planning Director, Parks & Recreation Director, or Finance Director must reside within ~~the corporate limits of the Town,~~ a 40 mile radius of Town Hall, except that the Town Manager may temporarily waive this requirement for a period not to exceed one hundred eighty (180) days.

Councilman Mayo voted for the motion.

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

**(8) Appointment - Upper Coastal Plain Council of Government Board of Directors Representative**

Councilman Jenkins nominated Councilman Taylor. Councilman Taylor rejected the nomination.

Councilman Taylor suggested that the representative be the Mayor, Mayor Pro-Tem or Manager.

Councilman Brown made a motion, which was seconded by Councilmember Jordan and passed unanimously that Council appoint Mayor Pro-Tem Woodard to represent the Town of Tarboro on the Upper Coastal Plain Council of Government Board of Directors.

Councilman Mayo voted for the motion.

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

**(9) Appointment - RPO Transportation Advisory Committee**

Councilman Brown expressed interest in serving on the RPO Transportation Advisory Committee.

Council appointed Councilman Brown to represent the Town of Tarboro on the RPO Transportation Advisory Committee.

Councilman Mayo voted for the motion.

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

**6. OTHER REPORTS**

A. Town Manager

(1) Elected Official Ethics Training Tuesday, December 10th @ 10:00 AM

B. Town Attorney

Chad Hinton provided an update on the Shall Building project. He also wished everyone a Merry Christmas.

C. Council Members

Councilman Woodard - welcomed Councilman Mayo. He thanked Council for the promotion to Mayor Pro Tem. Councilman Woodard stated that he enjoyed a civilized discussion on a difficult topic, the Residency Policy. He also wished everyone a Merry Christmas.

Councilman Taylor - welcomed Councilman Mayo and wished everyone a Merry Christmas.

Councilman Burnette - expressed concerns regarding citizens operating motorized wheelchairs on the streets. Police Chief Webb stated that he has looked into the issue. Councilman Burnette reminded all that Tarboro High School would be playing in the State Championship game on Saturday, December 14, 2019. He also wished everyone a Merry Christmas.

Councilman Brown - addressed a concern from Brenda Brown regarding her email address incorrectly entered on her utility account resulting in a delinquent cutoff. Finance Director, Anne Mann, stated the implementation of new software would allow customers to enter information through a customer portal. She also stated that the Revenue Office would require email addresses be sent in writing and would no longer be taken or changed over the phone to avoid errors. Councilman Brown also wished everyone a Merry Christmas.

Councilman Jenkins - wished everyone a Merry Christmas and Happy New Year.

Councilmember Jordan - wished everyone a Merry Christmas. She also stated that she enjoyed the recent Christmas Parade.

Councilmember Bynum - welcomed Councilman Mayo. She also welcomed the returning Councilmembers and Public Works Director Jason Nichols. Councilmember Bynum wished everyone a Merry Christmas.

Councilman Mayo - thanked everyone for the well wishes. He also wished everyone a Merry Christmas.

## **7. ADJOURNMENT**

Meeting Adjourned.

Leo Taylor made a motion, which was seconded by Deborah Jordan and Passed, Motion.