

**MINUTES OF A REGULAR MEETING OF THE TOWN COUNCIL OF THE TOWN OF TARBORO, HELD AT 7:00 P.M. ON MONDAY, APRIL 11, 2016 IN THE COUNCIL ROOM, TOWN HALL, TARBORO, NORTH CAROLINA**

**MEMBERS PRESENT**

C.B. Brown Councilman  
Steve Burnette Councilman  
Deborah Jordan Councilmember  
Garland Shephard Councilman  
Leo Taylor Councilman  
Othar Woodard Councilman

**MEMBERS ABSENT**

John Jenkins Councilman  
Taro Knight Councilman

**ALSO PRESENT**

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

**1. MEETING CALLED TO ORDER**

Alan Thornton, Town Manager, asked for advice from Chad Hinton, Town Attorney, on how to proceed in the absence of a Mayor and Mayor Pro Tem. Chad Hinton advised Council to appoint a Councilmember to chair the meeting and sign all necessary documents pertaining to the meeting. Councilman Shephard made a motion, which was seconded by Councilman Burnette and passed unanimously, that Council appoint Councilman Taylor to serve as "Acting Mayor". Councilman Taylor accepted the appointment.

The meeting was called to order and Invocation given by the Acting Mayor, Leo Taylor.

**2. APPROVAL OF AGENDA BY COUNCIL**

Councilman Shephard requested Council add Memo 16-31 – Developmental Associates, LLC to the agenda. Councilman Shephard made a motion, which was seconded by Councilman Woodard and passed unanimously, that Council approve the amended agenda.

**3. REQUESTS AND PETITIONS OF CITIZENS**

**A. Wendy Armstrong – 3711 Ainsley Circle, Tarboro**

Ms. Armstrong requested Council proclaim April as Autism Awareness Month. Council added item to Town Manager's Recommendations, Consent Items.

**B. Travis Stigge – Town of Tarboro Recreation Director**

Mr. Stigge recognized the 2016 All Star 12U Basketball Team for their participation in the North Carolina Parks and Recreation Association SWAC 12U Basketball State Tournament. Players include Jordan Williams, Tobias Joyner, Layton Dupree, Devon Hargrove, O'Shae Shelley, O'Marion Lewis, Amaron McCrae, Nazavion Black, Keshawn Whitehead and Marquez Brown. Coached by Greg Higgs, Kentay Knight and Joe Melton.

**C. Jay Boykin- 213 Craven Street, Tarboro**

Mr. Boykin read a statement addressing the Town Manager's comments regarding the Police Department radio system. He stated that he fulfilled his responsibility as former Police Chief by reporting to the Town Manager that the system needed to be replaced.

**D. John Wooten – 3706 N Main Street, Tarboro**

Mr. Wooten asked to address Councilman Burnette. He stated that he appreciated Councilman Burnette's honesty about being talked into making the motion to ask for the Town Manager's resignation. However, based on Black Law Dictionary's definition, the situation was a conspiracy and neglectful amongst Councilmembers. Councilman Burnette informed Mr. Wooten that he was acting on behalf of his constituents, in which he was elected to serve.

**4. MATTERS SCHEDULED FOR PUBLIC HEARING**

None.

**5. TOWN MANAGER'S RECOMMENDATIONS**

**A. Consent Items**

Councilman Woodard made a motion, which was seconded by Councilman Burnette and passed unanimously, that the following consent item be approved:

**(1) Memo 16-21 – 2011 Tax Levy Adjustment**

Action taken: Council

(1) entered into the minutes 2011 Tax Levy release number 29 in the amount of \$13.73, and

(2) approved the *Schedule of 2011 Tax Levy Adjusted as of April 11, 2016*, attached at page 73-9a, in the amount of \$3,545,336.10.

**(2) Memo 16-22 – 2012 Tax Levy Adjustment**

Action taken: Council

(1) entered into the minutes 2012 Tax Levy release number 23 in the amount of \$13.73, and

(2) approved the *Schedule of 2012 Tax Levy Adjusted as of April 11, 2016*, attached at page 73-9b, in the amount of \$3,589,358.04.

**(3) Memo 16-23 – 2013 Tax Levy Adjustment**

Action taken: Council

(1) entered into the minutes 2013 Tax Levy release number 21 in the amount of \$13.73, and

(2) approved the *Schedule of 2013 Tax Levy Adjusted as of April 11, 2016*, attached at page 73-9c, in the amount of \$3,508,937.38.

**(4) Memo 16-24 – 2014 Tax Levy Adjustment**

Action taken: Council

(1) entered into the minutes 2014 Tax Levy release numbers 28 & 29 in the amount of \$27.91, and

(2) approved the *Schedule of 2014 Tax Levy Adjusted as of April 11, 2016*, attached at page 73-9d, in the amount of \$3,391,994.90.

**(5) Memo 16-25 – 2015 Tax Levy Adjustment**

Action taken: Council

(1) entered into the minutes 2015 Tax Levy release numbers 22 and 23 in the amount of \$26.85, and

(2) approved the *Schedule of 2015 Tax Levy Adjusted as of April 11, 2016*, attached at page 73-9e, in the amount of \$3,358,787.69.

**(6) Minutes**

Action taken: Council approved the minutes of the February 20-21, 2016 Retreat and the March 14, 2016 regular meeting. Councilman Shephard asked why the effective date for the Electric Rate Decrease was not included in the Retreat minutes. He was informed that an exact date was not set at the Retreat.

**(7) Proclamation – Autism Awareness Month**

Action taken: Council authorize the Acting Mayor to execute the Proclamation attached at page 73-9f.

**B. Action Items**

**(1) Memo 16-26 – Budget Amendment – Solid Waste Management Fund**

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

**BUDGET RESOLUTION  
TOWN COUNCIL OF THE TOWN OF TARBORO  
April 11, 2016**

BE IT RESOLVED BY THE TOWN COUNCIL OF THE TOWN OF TARBORO, NORTH CAROLINA, that the 2015-2016 Fiscal Year Budget be amended by amending Revenue and Expenditure line items as follows:

Account No.	Account Name	Current Budget	Amt of Change	Revised Budget
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<b>REVENUES – SOLID WASTE MANAGEMENT FUND</b>				
323200.0100	Refunds & Reimbur	500	+11,735	12,235

<b>EXPENDITURES – SOLID WASTE MANAGEMENT FUND</b>				
327500.1600	Maint & Repair Equip	2,500	+11,735	14,235

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

**(2) Memo 16-27 – Retail Electric Rate Decrease**

Councilman Woodard made a motion, which was seconded by Councilmember Jordan and passed by a 4 to 1 vote, that Council adopt the Resolution amending the Town of Tarboro Fee Schedule. The rates will become effective June 1, 2016. Councilmembers Burnette, Brown, Jordan and Woodard voted for the motion. Councilman Shephard voted against the motion stating that the 9% decrease should be passed along to customers immediately with no exceptions.

**(3) Memo 16-28 – Town Farm Leases**

Councilman Woodard made a motion, which was seconded by Councilman Burnette and passed unanimously, that Council authorize staff to execute the farm lease agreement, attached at pages 73-9g and 73-9h, with WJF Evans Farms for the 95 acre farm subject to all conditions contained within the agreement. Staff will continue to seek out interested parties regarding leasing the remaining 16 acre farm.

**(4) Memo 16-29 – Traffic Schedule – Parking Changes**

Councilmember Jordan made a motion, which was seconded by Councilman Burnette and passed unanimously, that Council adopt the Resolution, attached at page 73-9i, amending the Traffic Schedule.

**(5) Memo 16-30 – Proclamation – New York Theatre Ballet Week**

Councilman Woodard made a motion, which was seconded by Councilman Brown and passed unanimously, that Council support and proclaim April 25-29, 2016 as New York Theatre Ballet Week in Tarboro, North Carolina and authorize the Acting Mayor to execute the Proclamation, attached at page 73-10a.

**(6) Memo 16-31 – Developmental Associates, LLC**

Councilmember Jordan made a motion, which motion died due to no second, to enter into a contract with Developmental Associates, LLC for the selection/hiring process for the vacant Police Chief position at a price of \$17,800. Councilmembers discussed the idea but did not approve.

**7. ADJOURNMENT**

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

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Leo Taylor, Acting Mayor

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Leslie M. Lunsford, Town Clerk

**6. OTHER REPORTS****A. Town Manager**

The Town Manager stated that the report for management activities was presented to Council and explained the CD that Councilmembers received contained information regarding the proposed Edgecombe County Disaster Response Plan that would be on the agenda at the May Council meeting. He also informed Council that there were many cases of Ordinance violations at the Town owned cemeteries. These issues would have to be addressed by the Public Works Department. Troy Lewis explained that he would try to inform citizens and allow a grace period before the Ordinances were enforced.

**B. Town Attorney**

The Town Attorney requested Council authorize Leo Taylor, Acting Mayor, to sign the deed for the sale of 203 Creek Street approved at a previous Council meeting. Councilman Woodard made a motion, which was seconded by Councilman Burnette and passed unanimously, that Council authorize Leo Taylor to sign the necessary documents for the sale of 203 Creek Street. Chad Hinton also invited Councilmembers to attend the School of Government course "How Are We Doing? - Evaluating Manager and Board Performance" in Greenville NC.

Anne Mann, Finance Director, requested Council authorize Leo Taylor, Acting Mayor, to sign the audit contract approved at a previous Council meeting. Councilman Shepherd made a motion, which was seconded by Councilman Brown and passed unanimously, that Council authorize Leo Taylor to sign the necessary documents pertaining to the audit contract.

Councilman Woodard made a motion, which was seconded by Councilman Brown and passed unanimously, that Council authorize Leo Taylor, Acting Mayor, to sign all necessary documents for the Town to continue to conduct business in the absence of a Mayor and the Mayor Pro Tem.

**C. Mayor Pro Tem**

None.

**D. Council Members****Ward 1 – Councilman Woodard – None**

**Ward 2 - Councilman Taylor** – thanked the Police Department for monitoring speed on Pine Street and requested an update on stickers for the garbage can to encourage recycling. Troy Lewis stated that he would present with the upcoming budget report.

**Ward 3 – Councilman Burnette** – stated that based on the Town's ordinance, Council had to accept Rick Page's resignation as Mayor. Town Attorney agreed. Councilman Burnette made a motion, which was seconded by Councilman Woodard and passed unanimously, that Council accept the resignation of Rick Page as Mayor of the Town of Tarboro. Councilman Burnette also asked about the policy regarding the transportation for Recreation All-Star teams. He was informed that the Town does not provide transportation for All-Star teams due to the lack of funding.

**Ward 4 – Councilman Brown** – requested that the railroad crossing at the end of Albemarle Avenue be addressed, Troy Lewis stated that he would contact NC DOT. Councilman Brown also expressed concern about recent shootings at/around 400 W Walnut Street. He stated that at least 3 shootings had taken place in the last 3 months and that citizens were concerned. The most recent shooting occurred on March 31, 2016, one officer responded, no gun casings collected and no report filed.

**Ward 5 – Councilman Jenkins – None**

**Ward 6 – Councilmember Jordan** – spoke about Autism Awareness Month and informing citizen of the resources offered for individuals and families. Councilmember Jordan also expressed her disappointment in the lack of moving forward to hire a Police Chief.

**Ward 7 – Councilman Knight – None**

**Ward 8 - Councilman Shepherd** – read a statement in response to Alan Thornton's statement at the March Council meeting regarding the communication system.

Councilmember Jordan asked that personal opinions be left out of Council business.

Councilman Woodard made a motion that Council add a Closed Session to the agenda per NCGS § 143-318.11.(a)(6). The motion died due to a lack of a second. Council did not add a Closed Session to the agenda.