

MINUTES OF A REGULAR MEETING OF THE TOWN COUNCIL OF THE TOWN OF TARBORO, HELD AT 7:00 P.M. ON MONDAY, SEPTEMBER 11, 2017 IN THE COUNCIL ROOM, TOWN HALL, TARBORO, NORTH CAROLINA

Councilman Taylor made a motion, which was seconded by Councilmember Jordan and passed unanimously, that Council authorize the Mayor to execute the deed, conveying twenty-five (25) acres of land in the Tarboro Commerce Center to Lionchase Holdings, Inc. for the development of an industrial project.

MEMBERS PRESENT

Joe Pitt	Mayor
C.B. Brown	Councilman
Steve Burnette	Councilman
Sabrina Bynum	Councilmember
John Jenkins	Councilman
Deborah Jordan	Councilmember
Garland Shephard	Councilman
Leo Taylor	Councilman/Mayor Pro Tem
Othar Woodard	Councilman

MEMBERS ABSENT

ALSO PRESENT

Troy Lewis	Town Manager
Leslie M. Lunsford	Town Clerk
Chad Hinton	Town Attorney

1. MEETING CALLED TO ORDER

The meeting was called to order by Mayor Pitt.

2. INVOCATION

Invocation was given by Councilman Taylor.

3. PLEDGE OF ALLEGIANCE

4. APPROVAL OF AGENDA BY COUNCIL

Councilman Shephard made a motion, which was seconded by Councilman Jenkins and passed unanimously, that Council add a discussion regarding Chapter 10, section 10-43, junk cars. Troy Lewis, Town Manager also requested Council add Memo 17-88 – Budget Amendment – Disaster Recovery Fund. Councilman Jenkins made a motion, which was seconded by Councilmember Brown and passed unanimously, that Council approve the amended agenda.

5. REQUESTS AND PETITIONS OF CITIZENS

A. Roy Gray – 611 E Johnston Street, Tarboro

Mr. Gray addressed concerns regarding the recent closure of the local Suddenlink office. Troy Lewis informed Mr. Gray and Council that Suddenlink Communications may be in violation of the Franchise agreement with the Town. Councilmember Jordan made a motion, which was seconded by Councilman Jenkins and passed unanimously, that Council advise Chad Hinton, Town Attorney, to research the agreement and address Suddenlink Communications.

B. Naim Akbar – 1114 Martin Luther King Jr Drive, Tarboro

Mr. Akbar informed Council that the Family Resource Center South Atlantic in Raleigh, NC received a three-year, \$1.5 Million grant to assist in a New Start Program. The program helps individuals with the transition back into society after prison. Mr. Akbar requested Council's support for the local program, he asked to meet with a Councilmember to review the program details.

6. MATTERS SCHEDULED FOR PUBLIC HEARING

The following Notice of Public Hearing was published in The Tarboro Weekly:

NOTICE OF PUBLIC HEARING

Per NCGS 158-7.1, the Town of Tarboro will conduct a public hearing beginning at 7:00 p.m. on Monday, September 11, 2017, in the Council Room of the Town Hall of the Town of Tarboro to consider the conveyance of property for economic development purposes.

The Town proposes to convey (25) acres of land in the Tarboro Commerce Center for the development of an Industrial Project that will create jobs and investment for the community.

For more information on the proposal or a more detailed description of the property, contact the Tarboro Planning Department at (252) 641-4249. All interested parties are urged to attend the Public Hearing to make their views known.

BY ORDER OF THE MAYOR AND TOWN COUNCIL OF THE TOWN OF TARBORO.

This the 14th day of August, 2017.

The Mayor declared the public hearing open.

Troy Lewis, Town Manager, gave background information.

No one spoke in favor of or against the conveyance of property.

Everyone having had an opportunity to be heard, the Mayor declared the public hearing closed.

7. REPORTS OF BOARDS AND COMMISSIONS

Catherine Grimm, Planning Director, presented the Planning Board and Zoning Commission report attached at page, 73-58a. Councilman Shephard made a motion, which was seconded by Councilman Jenkins and passed unanimously, that Council call for and hold a public hearing at the October meeting for Conditional Use Permit #17-03 – Solar Farms and Conditional Use Permit #17-04 – New 195' Monopole Communication Tower.

8. TOWN MANAGER'S RECOMMENDATIONS

A. Consent Items

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

(1) Memo 17-75 – 2017 Tax Levy Adjustment

Action taken: Council

- ordered the Tax Collector be charged with after lists 1 and 2 in the amount of \$138.84,
- entered into the minutes 2017 Tax Levy release numbers 1 through 11 in the amount of \$309.66,
- approved 2017 Tax Levy release numbers 12 through 16 in the amount of \$1,086.60 and authorize the Tax Collector to refund release number 16 in the amount of \$245.09 which has already been paid, and
- approved the *Schedule of 2017 Tax Levy Adjusted as of September 11, 2017*, attached at page 73-58b, in the amount of \$3,216,240.71.

(2) Minutes

Action taken: Council approved the minutes of the August 14, 2017 regular meeting

B. Action Items

(1) Memo 17-76 – Tarboro Commerce Center – Conveyance of Property

Action taken in 6. Matters Scheduled for Public Hearing.

(2) Memo 17-77 – 2017-2018 FY Budget Amendment – Re-appropriations from 2016-2017 FY

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

**BUDGET RESOLUTION
TOWN COUNCIL OF THE TOWN OF TARBORO
September 11, 2017**

BE IT RESOLVED BY THE TOWN COUNCIL OF THE TOWN OF TARBORO, NORTH CAROLINA, that the 2017-2018 Fiscal Year Budget be amended by amending Revenue and Expenditure line items as follows:

<u>Account No.</u>	<u>Account Name</u>	<u>Current Budget</u>	<u>Amt of Change</u>	<u>Revised Budget</u>
REVENUES – GENERAL FUND				
103990.0100	Fund Balance Appropriated	30,000	+499,219	529,219
EXPENDITURES – GENERAL FUND				
104120.5711	Wellness	1,000	+4,075	5,075
104140.3310	Office Supplies	2,000	+1,500	3,500
104250.7400	Capital Outlay-Equip	10,000	+11,500	21,500
104260.7300	Capital Outlay-Impr	98,000	+19,978	117,978
104310.3300	Department Supplies	36,000	+781	36,781
104310.3305	K-9 Supplies	20,000	+530	20,530
104310.5800	Gov Crime Comm Grant	15,000	+15,000	30,000
104310.7400	Capital Outlay-Equip	210,000	+323,115	533,115
104340.3600	Uniforms	25,000	+4,630	29,630
104900.6400	Demolition	60,000	+45,000	105,000
104900.7300	Capital Outlay-Impr	55,000	+20,000	75,000
104900.8305	Store Frint Improv Program	8,000	+3,831	11,831
104950.3300	Department Supplies	250	+3,500	3,750
106120.3100	Auto Supplies	6,500	+2,300	8,800
106120.7300	Capital Outlay-Impr	70,000	+35,694	105,694
106120.7400	Capital Outlay-Equip	34,000	+6,900	40,900
106130.4500	Contracted Services	12,000	+885	12,885
REVENUES – ELECTRIC FUND				
303990.0100	Fund Balance Appropriated	202,062	+174,809	376,871
EXPENDITURES – ELECTRIC FUND				
307200.7400	Capital Outlay-Equip	90,000	+152,072	242,072
307210.3100	Auto Supplies	65,000	+4,657	69,657
307210.7300	Capital Outlay-Impr	222,000	+16,025	238,025
307210.7312	Capital Outlay-Impr Under	75,000	+2,055	77,055
REVENUES – WATER & SEWER FUND				
313990.0100	Fund Balance Appropriated	0	+120,868	120,868
EXPENDITURES – WATER & SEWER FUND				
317100.3301	Private Labs	35,000	+870	35,870
317100.7400	Capital Outlay-Equip	15,000	+5,625	20,625
317110.1600	Maint & Repair-Equip	55,000	+650	55,650

317110.7300	Capital Outlay-Impr	30,000	+74,807	104,807
317120.3300	Department Supplies	60,000	+10,285	70,285
317120.7300	Capital Outlay-Imp	25,000	+19,900	44,900
317140.7400	Capital Outlay-Equip	0	+8,731	8,731

REVENUES – SOLID WASTE FUND

323990.0100	Fund Balance Appropriated	42,352	+5,848	48,200
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EXPENDITURES – SOLID WASTE FUND

327500.3300	Department Supplies	18,000	+2,398	20,398
327500.7400	Capital Outlay-Equip	7,500	+3,450	10,950

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

(3) Memo 17-78 – Budget Amendment – Capital Projects Close-Out

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

**BUDGET RESOLUTION
TOWN COUNCIL OF THE TOWN OF TARBORO
September 11, 2017**

BE IT RESOLVED BY THE TOWN COUNCIL OF THE TOWN OF TARBORO, NORTH CAROLINA, that the Capital Project Budget be amended as follows:

Account No.	Account Name	Current Budget	Amt of Change	Revised Budget
REVENUES – WATER & SEWER CAPITAL PROJECT FUND				
763760.0100	Contributions in Aid of Const	316,144	-728	315,416

EXPENDITURES – ELECTRIC CAPITAL PROJECT FUND

727500.1000	Surplus to Electric Fund	0	+73,474	73,474
727501.7502	Capital Outlay-Constr	1,300,000	-73,474	1,226,526

EXPENDITURES – WATER & SEWER CAPITAL PROJECT FUND

767501.4300	Professional Services	40,500	-20,678	19,822
767501.7502	Capital Outlay-Constr	275,644	+19,950	295,594

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

(4) Memo 17-79 – Bid Award – 2017 Material Handling Bucket Truck

Councilman Jenkins made a motion, which was seconded by Councilmember Jordan and passed unanimously, that Council authorize staff to purchase the 2017 55' Material Handling Bucket Truck from Altec Inc. at a cost of \$219,484.00. A bid tabulation is attached at page 73-59a.

(5) Memo 17-80 – Bid Award – Commerce Center W/S Extension Contract I

Councilman Woodard made a motion, which was seconded by Councilmember Bynum and passed unanimously, that Council award the bid to Lakeside Utilities, Inc. for the amount of \$434,609.00. A bid tabulation is attached at page 73-59b.

(6) Memo 17-81 – Taxicabs – Certificate of Convenience and Necessity

Councilman Woodard made a motion, which was seconded by Councilman Jordan and passed by a 5 to 3 vote that Council award On Demand Transport Services, LLC a Certificate of Convenience and Necessity to operate 5 taxicabs for the remainder of 2017. Councilmembers discussed this topic until Councilman Brown made a motion, which was seconded by Councilmember Jordan and passed unanimously, to call for question. Councilmembers Woodard, Jordan, Bynum, Brown and Burnette voted for the motion and Councilmembers Taylor, Jenkins and Shephard voted against the motion.

(7) Memo 17-82 – Resolution – NC Governor’s Highway Safety Program

Councilmember Jordan made a motion, which was seconded by Councilman Woodard and passed unanimously, that Council approve the Resolution, attached at page 73-59c, in the amount of \$63,000.00 and authorize Town officials to execute all documents pertaining to the grant.

(8) Memo 17-83 – Minimum Housing Code Enforcement – 1312 MLK Jr Drive – File No. 13-01

Councilman Shephard made a motion, which was seconded by Councilman Jenkins and passed unanimously, that Council call for and hold a public hearing on the assessment for demolition cost of \$8,385.37 for the structure located at 1312 Martin Luther King Jr Drive at the October 9, 2017 meeting.

(9) Memo 17-84 – Minimum Housing Code Enforcement – 600 Wahree Street – File No. 14-01

Councilman Jenkins made a motion, which was seconded by Councilman Shephard and passed unanimously, that Council call for and hold a public hearing on the assessment for demolition cost of \$15,303.04 for the structure located at 600 Wahree Street at the October 9, 2017 meeting.

(10) Memo 17-85 – Appointment for October – Redevelopment Commission

No action necessary.

(11) Memo 17-86 – Appointment for October – Parking Authority

No action necessary.

(12) Memo 17-87 – Appointment for October – Edgecombe County Tourism

No action necessary. Councilman Brown stated that June Leland was interested in serving another term. Councilman Woodard stated that Rosena Ricks was also interested in serving another term.

(13) Memo 17-88 – Budget Amendment – Disaster Recovery Fund

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

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TOWN COUNCIL OF THE TOWN OF TARBORO
September 11, 2017**

BE IT RESOLVED BY THE TOWN COUNCIL OF THE TOWN OF TARBORO, NORTH CAROLINA, that the 2017-2018 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
REVENUES – DISASTER RECOVERY FUND				
523760.0100	FEMA/Insurance-Matthew	0	+350,000	350,000
523760.0600	FEMA/Insurance-Other	0	+500,000	500,000

EXPENDITURES – DISASTER RECOVERY FUND

525210.1101	Immediate Needs-General	0	+125,000	125,000
525210.1201	Immediate Needs-Electric	0	+125,000	125,000
525210.1301	Immediate Needs-W&S Fund	0	+125,000	125,000
525210.1401	Immediate Needs-Solid Waste	0	+125,000	125,000
525210.4500	Contracted Services	0	+25,000	25,000
525210.7400	Capital Outlay-General Fund	0	+325,000	325,000

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

(14) Memo 17-89 – Junk Cars

Councilman Shephard made a motion, which was seconded by Councilman Jenkins that Council amend the Ordinance to add a \$200 permit fee to allow for additional time to repair a non-running vehicle, to be renewed every six months. The motion died due to a non-majority vote. Councilmembers Shephard and Jenkins voted for the motion. Councilmembers Woodard, Jordan, Taylor, Bynum, Brown and Burnette voted against the motion.

9. OTHER REPORTS

A. Town Manager

Troy Lewis informed Council that the Park and Recreation Department received grants for the Braswell Center playground and the M.A. Ray Center playground.

B. Town Attorney

Chad Hinton presented the revised Encroachment agreement between the Town of Tarboro and the Pit Cue, LLC. Councilman Taylor made a motion, which was seconded by Councilmember Woodard and passed unanimously, that Council adopt the revised agreement.

C. Council Members

Ward 1 – Councilman Woodard – thanked Town staff for working hard to meet all of Council’s requests.

Ward 2 - Councilman Taylor – commended staff for working hard based on the monthly Departmental reports. He also acknowledged the flag raising ceremony had earlier in the day.

Ward 3 – Councilman Burnette – addressed concerns about the inspection of new playground equipment. He also asked if the Town could get FEMA funding for playground equipment at Clark Park.

Ward 4 – Councilman Brown – questioned the debris behind Riverside Mall, staff informed Council that the Mall owner had handled the issue. He also suggested the Town consider a dog park.

Ward 5 – Councilman Jenkins – mentioned the CSX train horn.

Ward 6 – Councilmember Jordan – thanked Public Works staff for continuing to keep the drains cleaned out in her neighborhood.

Ward 7 – Councilmember Bynum – asked for an update on the traffic signs at the Library. She was informed that the signs had been installed.

Ward 8 - Councilman Shephard – thanked Town staff for marking streets. He also requested the revenues and expenses for Municipal Stadium. Councilman Shephard wants citizens to know that he is fighting to keep the Town neat by removing junk cars and trash and keep the Town financially stable.

10. ADJOURNMENT

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

Joe Pitt, Mayor

Leslie M. Lunsford, Town Clerk