

**VILLAGE OF TOBACCOVILLE  
COUNCIL MEETING MINUTES  
Thursday, September 4, 2025**

Mayor Myron Marion called the meeting to order at 7:00 p.m. Council Member Mark Baker gave the invocation and led the Pledge of Allegiance. The following elected officials and staff were present: Mayor Myron Marion, Mayor Pro Tem Boyce Shore, Council Members Carla Hall, Mark Baker and Chris Starling, Administrator Lori Shore, Attorney Amy Lanning, and Clerk Kimberly Keen. Total in attendance: 14

**APPROVAL OF COUNCIL MEETING MINUTES**

Council Member Chris Starling made a motion to approve the August 7, 2025 Council Meeting Minutes. Council Member Carla Hall seconded. The vote was unanimous in favor of the motion.

**ADMINISTRATOR'S UPDATE**

Administrator Lori Shore updated the Council on the following:

- Parking Lot Lighting for the lot in front of the playground is in the process of being installed.
- Solar Lights are being sourced for the gravel parking lot on Doral Drive.
- A quote was obtained from Anderson Asphalt Surfacing, Inc. to do line striping for all Village of Tobaccoville parking lots. Mayor Pro Tem Boyce Shore made a motion to proceed with Anderson Asphalt Surfacing, Inc. for line striping of all parking lots. Council Member Carla Hall seconded. The vote was unanimous in favor of the motion.
- The Village of Tobaccoville credit card was originally issued with Dan Corder as the authorized user. While discussing the change of Administrators, First Horizon stated that The Village would need to submit a new credit card application with Administrator Lori Shore and Clerk Kimberly Keen as authorized users and once new cards are received, then cancel the previous card with Dan Corder as the user. Council Member Carla Hall made a motion to proceed with the new credit card application with First Horizon. Council Member Mark Baker seconded. The vote was unanimous in favor of the motion.
- Carroll Signs has been contacted to quote a price for additional signage in the Park.
- South Side Triad Painting, LLC has completed cleaning, painting and staining of the Picnic Shelter, the Community Center, and Village Hall.
- Park employees will start work on cleaning out and repairing draining issues in the Park.
- The leaf collector was repaired by Don & Sons with new chipper bars being installed, repair of holes in shroud, and welding of the connection pipe.
- A meeting was held with Kevin Neal of the North Carolina Department of Transportation to discuss road projects that could be completed with the use of Powell Bill Funds. Mr. Neal will forward contract information for Council's approval.
- Coca-Cola has removed all sodas from the drink machines in the Park. The machines have been unplugged and the drink building locked. The Village has not been contacted as to when the machines will be picked up. Administrator Lori Shore will contact other municipalities to see what company they use for vending machines services.
- The Villager Newsletter was released on the Village of Tobaccoville website on August 22, 2025. Council asked Administrator Lori Shore to check into the price of sending a postcard giving residents, who do not utilize the website, an option to be placed on a mailing list to receive a physical copy of the newsletter.

**UPCOMING MEETINGS AND PUBLIC INFORMATION**

- \*Movie in the Park hosted by the PARC Committee – September 19, 2025 @ 8:30 p.m.  
Movie to be shown: *The Forge*

**PUBLIC COMMENT TIME**

Mayor Myron Marion opened the floor to receive public comment. Being no one gave written or verbal requests wishing to address the Council, Mayor Myron Marion closed the meeting’s public comment portion.

**ADDITIONS/DELETIONS TO AGENDA**

There were no additions/deletions to the agenda.

**MONTHLY FINANCIAL REPORT**

Administrator Lori Shore reviewed the July 2025 financial report. Mayor Myron Marion conducted an internal audit of the records and found no discrepancies. (attachments)

**PARC UPDATE**

Council Member Mark Baker informed Council that the PARC Committee will be hosting a Movie in the Park event on September 19, 2025 at 8:30 p.m. The movie to be shown is *The Forger*. Refreshments will be provided by the PARC Committee.

**VILLAGE PARK PHASE II UPDATE**

Administrator Lori Shore updated the Council concerning the progress on Village Park Phase II. The seal element for the amphitheater by Reaper Custom Fabrication is at the powder coating shop. Once that process is complete, the seal should be installed on the amphitheater. Administrator Lori Shore will go to Heritage Oaks Farm in Midway to tag the trees for the disc golf course. Once the trees are delivered, the Village will contract with Tobacco Ridge to dig the holes, plant the trees, and help the staff do mulch beds.

**PERSONNEL POLICY MANUEL REVISION**

Administrator Lori Shore noted revisions to the personnel policy regarding insurance enrollment, holidays, job descriptions, and vacation policy. A motion was made by Mayor Pro Tem Boyce Shore to accept the personnel policy revisions as presented effective September 4, 2025. Council Member Chris Starling seconded. The vote was unanimous in favor of the motion. (attachments)

**ADJOURNMENT**

Mayor Pro Tem Boyce Shore made a motion to adjourn. Council Member Chris Starling seconded. The vote was unanimous in favor of the motion and the meeting adjourned at 7:31 p.m.

Minutes Prepared By:

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Kimberly L. Keen, Village Clerk

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Myron W. Marion, Mayor

SEAL