

**VILLAGE OF TOBACCOVILLE  
COUNCIL MEETING MINUTES  
Thursday, January 8, 2026**

Mayor Mark Baker called the meeting to order at 7:00 p.m. Mayor Mark Baker gave the invocation and led the Pledge of Allegiance. The following elected officials and staff were present: Mayor Mark Baker, Mayor Pro Tem Carla Hall, Council Members Chris Starling and Chris Copeland, Administrator Lori Shore, Attorney Amy Lanning and Clerk Kimberly Keen. Total in attendance: 17

**PUBLIC COMMENT TIME**

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

**ADDITIONS/DELETIONS TO AGENDA**

It was the consensus of the Council to add the following item to the action agenda:

- Park and Recreation Committee Applications

**APPROVAL OF AGENDA**

Council Member Chris Starling made a motion to approve the agenda with additions for the January 8, 2026 meeting. Mayor Pro Tem Carla Hall seconded. The vote was unanimous in favor of the motion.

**ADMINISTRATOR'S UPDATE**

Administrator Lori Shore updated Council on the following items:

- The Christmas lights were taken down on January 5, 2026. All other holiday decorations in Village Hall, the Community Center and the Park were taken down this week as well.
- Sutton Brothers has ordered the replacement furnace for the Community Center. The unit will hopefully be received and installed by the end of January or first of February.
- New Council Members will need to have 2 hours of ethics training within their first year in office.
- Annual holiday dinner will be held on February 28, 2026 for Village staff, Council Members and PARC members.
- Village of Tobaccoville has received the annual RJ Reynolds Equivalent funds, the November 2025 Personal Property Ad Valorem disbursement and a Powell Bill allocation.
- Kevin Neal with the North Carolina Department of Transportation informed Administrator Lori Shore that the Powell bill project to pave Meadow Lane, Poplar Lane, and Kapp Road has been completed.
- Village Hall and Village Park will be closed on January 19, 2026 in observance of Martin Luther King, Jr. Day.

Mayor Mark Baker stated that the PARC Committee will host the following events in 2026. The Annual Easter Egg Hunt on April 4th, two Movie in the Park events on June 12<sup>th</sup> and August 17<sup>th</sup>, a musical event featuring the 208<sup>th</sup> Army Band on July 3<sup>rd</sup>, the 35<sup>th</sup> Anniversary Celebration on September 19<sup>th</sup>, and the Annual Christmas Tree Lighting on November 30<sup>th</sup>.

**CONSET AGENDA**

Mayor Pro Tem Carla made a motion to approve the December 4, 2025 Regular Council Meeting Minutes and the December 4, 2025 Closed Session Council Meeting Minutes. Council Member Chris Copeland seconded. The vote was unanimous in favor of the motion. (attachment)

The monthly financial update was presented by Administrator Lori Shore. Mayor Mark Baker conducted an internal audit of the records for the month of November 2025 and found no discrepancies. (attachment)

### **ACTION AGENDA**

Mayor Mark Baker presented two PARC applications for approval. Council Member Chris Copeland made a motion to approve the applications. Mayor Pro Tem Carla Hall seconded. The vote was unanimous in favor of the motion, pending background checks. (attachment)

Administrator Lori Shore received the Inter-Local Agreement for Bulk Item Pickup with the City of King. Mayor Pro Tem Carla Hall made a motion to approve the contract and authorize Administrator Lori Shore to execute the agreement. Council Member Chris Starling seconded. The vote was unanimous in favor of the motion. (attachment)

Council Member Chris Starling made a motion to approve deposits to be required only when the moneys on hand amount to five hundred dollars (\$500.00) or greater. Until moneys are deposited they will be maintained in a secure location. Council Member Chris Copeland seconded. The vote was unanimous in favor of the motion. (attachment)

Council Member Chris Copeland made a motion to redact the motion to approve a donation to The Old Richmond Fire Department that was made in the November 2025. Council Member Chris Starling seconded. The vote was unanimous in favor of the motion. (attachment)

Administrator Lori Shore stated that there were five interested parties for the vacant Council Member seat on Village Council. The resumes for each individual were provided to Council prior to the meeting for review. The Council voted by written ballot and the first voting resulted in a tie of 2-2. Mayor Mark Baker asked the Council if they had any questions before the second voting. With no questions, the Council voted for the second time. The results were tallied by the Clerk with Jennifer Stone receiving the majority vote. The swearing in ceremony will be held at the February 2026 meeting. (attachments)

### **ACTION AGENDA FOR REVIEW**

Administrator Lori Shore informed Council that The Village could contract with Rector Digital to update and redesign the Village of Tobacoville website. Administrator Lori Shore went over the contract amounts and services. It was the consensus of the Council to precede with discussion with Rector Digital and present a contract for consideration at the February 2026 Council Meeting. (attachment)

Administrator Lori Shore presented pictures of issues that need to be addressed at the Alice Watts Tuttle Community Center. Administrator Shore stated that she had met with an electrician about the labor cost for replacing the lights in the foyer and main meeting room. After reviewing the pictures, it was the consensus of the Council for Administrator Lori Shore to continue to gather quotes of items in the Community Center that was in need of repair or replacement to present at the next Council meeting. Administrator Shore will present choices and quotes on light fixtures, flooring, furniture, appliances and other miscellaneous items the Community Center is in need of. (attachments)

Administrator Lori Shore had previously informed the Council that there has been interest in the purchase of the rent house property. Council had instructed Administrator Lori Shore to look into the ways for a municipality to sell property. Attorney Amy Lanning reviewed with the Council the various ways and procedures in the selling process. It was the consensus of the Council for Administrator Lori Shore to contact the interested party to see if they were willing to present a formal offer. If an offer is received, it will be presented to the Council at the February 2026 Council Meeting and then the Council decide if or how they will want to proceed. (attachments)

**CLOSED SESSION**

Mayor Mark Baker stated Council would need to go into closed session per statute 143.318.11 (6) to consider the qualifications, competence, performance, character, fitness, conditions of appointment, or conditions of initial employment of an individual public officer or employee. Mayor Pro Tem Carla Hall made a motion to go into closed session. Council Member Chris Starling seconded. The vote was unanimous in favor of the motion. Council went into closed session at 7:47 p.m.

A motion to exit closed session and enter open session was made by Council Member Chris Copeland. Mayor Pro Tem Carla Hall seconded. The vote was unanimous in favor of the motion. Council exited closed session at 8:08 p.m.

**ADJOURNMENT**

Mayor Pro Tem Carla Hall made a motion to adjourn. Mayor Mark Baker seconded. The vote was unanimous in favor of the motion and the meeting adjourned at 8:09 p.m.

Minutes Prepared By:

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Kimberly L. Keen, Village Clerk

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Mark Baker, Mayor

SEAL