



**Town Board of Commissioners
Regular Meeting/Public Hearing
February 21, 2023 @ 7:00 p.m.**

The Roseboro Board of Commissioners met in Regular Session at Town Hall on Tuesday, February 21, 2023 at 7:00 pm.

Members present at Town Hall were Mayor Alice Butler, Mayor Pro Tem Anthony Bennett, Commissioners Ray Clark Fisher, Mark Gupton, Cyndi Templin, and Richard Barefoot. Also, present were Attorney Sandy Sanderson, Town Clerk Janet Dunn, LFNC Tyler Wise, and Genevieve Versteeg and Miles Galloway, both representing The Wooten Company.

COMMENCEMENT

- Call to Order – Mayor Butler called the meeting to order at 7:00 pm.
- Invocation – Mayor Butler led everyone in a moment of silence followed by the Pledge of Allegiance.
- Agenda Adoption – Commissioner Gupton made a **motion** to adopt the agenda. **All in favor. Motion carried.**
- Meeting Minutes – Mayor Pro-Tem Bennett made a **motion** to approve the meeting minutes from January 10, 2023; **all in favor. Motion carried.**

ROSEBORO HAPPENINGS

- BloomFest is scheduled to kick off on Friday, April 28, 2023, with The Pizazz Band performing on the stage, and then on Saturday, April 29, 2023, with vendors, entertainment, food trucks, and kids' activities. Sponsor packets have been distributed and are available at Town Hall.
- Department of Transportation is preparing to repair the road at the 4-way stop by Roseboro Park and Napa. The repairs are anticipated to begin in the coming months under a one-year contract, with hopes of completing the repairs in less time.

PUBLIC HEARING – Mayor Butler opened the public hearing, advising that the hearing was to discuss the proposed annexation of the property belonging to Crumpler Plastic Pipe, Inc. (parcel #08082560002). Presented to the Board by Clerk Dunn was her certification of the property described in the petition is owned by Crumpler Plastic Pipe, Inc. and that the property is contiguous to the city limits of the Town of Roseboro, thereby sufficient to permit the annexation by the Town of Roseboro. The recorded survey map of the property was provided in addition. There was no one from the public present to provide comment. With no discussion, Commissioner Gupton closed the public hearing; all in favor. There was no opposition to the annexation request.

OLD BUSINESS

- Foreclosure Property Update: Attorney Sanderson reported that the hearing has been set for March 16, 2023.
- AMI Update: Office staff as well as public works staff will have additional training on Wednesday, March 15, 2023. Currently, there is one meter left to be installed; Food Lion will have to be installed under pressure.
- Roseboro Park: The final inspection has been scheduled for March 8, 2023. All reimbursement requests have been submitted.

- AIA Final Report: Ms. Genevieve Versteeg and Miles Galloway from The Wooten Company presented an overview of the Asset and Inventory Assessment of the Drinking Water Distribution System report. Included in the final report is a 20-year Capital Improvement Plan to guide the town in future infrastructure improvements. The CIP provides an estimated timeline for improvements over the next 20 years, from 2023 to 2043. Of major concern is the costs associated with the recommended improvements; however, having a CIP in place will assist the town when applying for grants to help with improvement costs. Overall, the recommendations based upon the reported findings are:

Groundwater Wells:

- Upgrade electrical system
- Update SCADA system required
- Install groundwater level transducer and smart meters
- Replace the AC raw water lines with PVC

Water Treatment Plant:

- Replace tray aerator
- Inspect/remove sediment from the water storage well
- Pull and repair/replace high service pumps
- Update electrical systems
- Update SCADA and install smart meters

Water Distribution System:

- Replace old water lines (AC, CI, and GI)
- Rehabilitate/replace fire hydrants and annual flow tests
- Rehabilitate/replace existing and install new valves

Elevated Storage Tank:

- Regular maintenance
- Upgrade electrical systems
- Update SCADA

With no further discussion or comments, Commissioner Fisher made the **motion** to adopt the AIA final report, including the Capital Improvement Plan (CIP) dated 2023 to 2043; **all in favor. Motion carried unanimously.**

- NC Fellow, Tyler Wise: Mayor Butler presented to the Board the option of renewing Ms. Wise's contract for a second year as an NC Fellow through the UNC-School of Government and AmeriCorps. The contract costs are shared between the School of Government/AmeriCorps and the town. Having seen the positive impact Ms. Wise has had in working with the town on various projects, Commissioner Gupton made the **motion** that Ms. Wise's contract be renewed for a second year; **all in favor. Motion carried unanimously.**

NEW BUSINESS

- Annexation Request from Crumpler Plastic Pipe, Inc.: Commissioner Fisher made the **motion** that the Town of Roseboro adopt the ordinance to annex Crumpler Plastic Pipe, Inc. within the town's limits; **all in favor. Motion carried unanimously.**
- ABC Board Member Terms: Mr. Robby James, Chairman, of the Roseboro ABC Board seeks reappointment, while Ms. Lynn West has submitted her resignation from the board. With no discussion, Commissioner Fisher made the motion to reappoint Mr. Robby James as Chairman for another term and accept the resignation of Ms. Lynn West. A potential candidate to fill the seat vacated by Ms. West has since rescinded their decision.
- Lease for Beer Garden at BloomFest Kickoff: The lease agreement drafted last year has been updated to reflect the date of Friday, April 28, 2023, the date the Pizazz Band will be performing in

the park as a kick-off to BloomFest on Saturday, April 29th. The lease agreement will permit the Western Sampson Commerce Group to lease the park on Friday, April 28, 2023 to host a beer garden the night of the band's performance. Commissioner Barefoot made a **motion** to allow the Western Sampson Commerce Group to lease the park the night of the band's performance (April 28, 2023); **all in favor. Motion carried unanimously.**

- Alleyway (beside Railroad Street Steakhouse): With the amount of traffic parking in and traveling through the alleyway beside Railroad Street Steakhouse, safety was becoming an issue. Therefore, Lt. Bass was asked to provide some recommendations of how the town might go about making the alleyway safer for everyone. Business owners in the vicinity agree with the recommendations provided. 1. Make it a one-way alley - there is not enough room for two vehicles to pass through safety in the alleyway. 2. Replace no parking signs - While there are No Parking signs in the alleyway, they are faded and need to be replaced with new ones. 3. Providing "Loading" and "Unloading" signage at each end of the alleyway would also be helpful. 4. Remove the Roseboro Collision Parking Only signs - Mr. Kelly Black has agreed to remove the signs from the side of his building. With no further discussion or comments, Commissioner Templin made the **motion** to move forward with making the alleyway a one-way alley and add the recommended signage; **all in favor. Motion carried.** Commissioner Barefoot recused himself from voting.
- DOT Road Closure - BloomFest Kickoff and BloomFest Event: As in previous years, the road downtown Roseboro would need to be closed off for the BloomFest event. This year, we are hosting a kickoff concert on Friday, April 28th and the festival on Saturday, April 29th. The Board was provided with a copy of the map highlighting the roads to be closed as well as a copy of the application indicating the timeline for the closures; Friday, April 28th from 4:30 pm - 11:30 pm and then Saturday, April 29th from 7:00 am to 5:30 pm.

With no further discussion, Commissioner Templin made the **motion** to approve the kickoff event scheduled for Friday, April 28th and the associated road closures; **all in favor. Motion carried unanimously.** Commissioner Fisher made the **motion** to approve the BloomFest event scheduled for Saturday, April 29th and the associated road closures; **all in favor. Motion carried unanimously.**

- Capital Project Ordinances - Presented to the Board for adoption are the capital project ordinances for 2022 *Old Cement and Clay Pipe Rehabilitation* in the amount of \$6,415,760 and 2022 *Sewer Outfall Rehabilitation* in the amount of \$1,5000,000.

With no discussion, Commissioner Barefoot made the **motion** to adopt the 2022 *Sewer Outfall Rehabilitation* capital project ordinance; **all in favor. Motion carried unanimously.** Mayor Pro-Tem Bennett made the **motion** to adopt the 2022 *Old Cement and Clay Pipe Rehabilitation* capital project ordinance; **all in favor. Motion carried unanimously.**

- Bid for Town-Owned Buildings - An interested party had spoken of wanting to place a bid on two vacant buildings recently purchased by the town. However, the Board needed to decide if they wanted to sell and if so, what would an appropriate starting bid look like. The amounts invested in the two properties, 106 W. North Street totals to approximately \$8,000 and the building at 109C W. Roseboro Street totals to approximately \$41,236; however, it needs a new door estimated to cost a minimum of \$4,500. If the town were to replace the door, the total investment for the building at 109C W. Roseboro Street would be approximately \$46,000. The Town could list the properties for sale with a minimum bid and indicated that advertising fees would be included.

Commissioner Fisher advised that he prefer the town not install a new door at the moment. If the building were to be sold, the buyer may need a double door rather than a single door that is being considered by the town. Commissioner Fisher recommended that the Board table the motion until the March meeting. All Commissioners agreed.

- Special meeting – A special meeting will need to be held to review and adopt new policies and procedures for the Rural Transformation grant that the town was recently awarded, as well as a recommendation from the Revolving Loan Committee. The Board approved March 3, 2023 at 12:30 p.m. to hold the special meeting to address these issues.

REPORTS

- Financial Reports – Monthly reports were provided for review. Mayor Butler advised that based upon the Board's request for examination of the rate of the investment, additional funds have been moved into the account. Commission Fisher requested the previous year's report also be provided for comparison. Going forward, the requested report will be provided.
- Fire Department Report – Monthly call report was provided.
- Sheriff's Report – Monthly report was provided for review.
- Public Works/Utility Department Reports – Filed in the Clerk's Office.

PUBLIC COMMENT – No comment

ADJOURNMENT – With no further business, Commissioner Fisher made a **motion** to adjourn; **all in favor. Motion carried.** The meeting adjourned at 8:11 p.m.



Alice Butler, Mayor



Janet Dunn, Town Clerk