



**Town Board of Commissioners  
Regular Meeting  
November 15, 2022 @ 7:00 p.m.**

The Roseboro Board of Commissioners met in Regular Session at Town Hall on Tuesday, November 15, 2022, at 7:00 pm. This meeting is one week later than the normal schedule due to mid-term elections being held on November 8, 2022 in Town Hall.

Members present at Town Hall were Mayor Alice Butler, Commissioners Ray Clark Fisher, Cyndi Templin, and Mark Gupton. Also, present were Attorney Sandy Sanderson, Town Clerk Janet Dunn, Lee Grissom (Auditor, SPD&A), LFNC Tyler Wise, and Deputy Finance Officer Annette Jackson. Mayor Pro-Tem Anthony Bennett and Commissioner Richard Barefoot were excused absences.

**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 – Commissioner Templin made a **motion** to approve the meeting minutes from October 11, 2022 (Regular Session), October 12, 2022 (Emergency Meeting), and October 28, 2022 (Special Meeting); **all in favor. Motion carried.**

**ROSEBORO HAPPENINGS**

- Small Town Main Street Committee is busy at work decorating the town for Christmas starting this week.
- Tyler Wise has written an article for the Sampson Independent in celebration of Doug Milligan's Barbershop being in business in downtown Roseboro for 57 years. She also made a post on the town's Facebook page showcasing the day.
- Fall Clean Sweep has concluded with town staff picking up over 78,000 pounds of green waste and over 118,000 pounds of clean sweep items. Since Clean Sweep has ended, any citizen who wishes to have items picked up will be charge \$200.00 per load/trip regardless the amount.
- Roseboro Christmas events have been scheduled. Christmas Tree Lighting will be held on Thursday, December 1<sup>st</sup> with Santa arriving at 5:30 p.m. to meet children. There will be a food truck at the event (Grateful Shed) and three groups performing. The Christmas Parade will be held on Friday, December 9<sup>th</sup> starting at 7:00 p.m. Food trucks will be onsite before and during the parade. Star Communications will also be videoing the parade; a first for the Roseboro Christmas Parade.

**OLD BUSINESS**

- On November 16, 2022 at 2:00 p.m., a meeting has been scheduled with the Wooten Company to further discuss the new well drilling project. The meeting will be held at Town Hall.
- 101 W. Railroad Street (Spell building): The town closed on the purchase of the Spell building on November 14, 2022. However, since Mr. Spell needs more time to clean out the building, he has offered to rent the building space from the town until January 1, 2023. This will allow him the necessary time he needs to remove all remaining items.

- 200/202 W. Roseboro Street Buildings: Service has been issued; however, no hearing has been scheduled yet.
- Rural Transformation Grant Update: The grant application was submitted on November 1<sup>st</sup>. Roseboro has learned that there are 62 total applicants for this grant. Announcement of grant recipients will be made December 14, 2022.
- Land Donation Update: The title search was clear, and the phase 1 environmental assessment has been conducted. The official report should be received the week of November 21<sup>st</sup>.
- WWTP Upgrade EAA Contract: Roseboro received the EAA contract from the Wooten Company. Upon review, the town's attorney expressed concerns over some of the language used in the contract, like that used in previous contracts. For example, the contract speaks of a lump sum payment of \$30,000 but does not indicate when that payment is to be made. Mayor has requested an advance payment for expenses from the State but has not received a response to date. The payment for this service is being paid from the \$1.5 million grant the town has received.

### **NEW BUSINESS**

- Audit for FY Ending June 30, 2022: Mr. Lee Grissom, with S. Preston Douglas & Associates, presented the audit findings to the Board of Commissioners. Mr. Grissom stated that the town's audit was good, and the town's financial status is the best it has been in six years. There were no illegal findings, allowing the auditor to render a "clean, unmodified audit opinion." There was a control finding of segregation of duties; however, the town is doing the best they can with limited office staff. Mr. Grissom noted that the town's books are in great shape, partly due to the assistance offered from Scott Bridgers, the town's CPA. With Mr. Bridger's retirement, 2023 will be under the town's new CPA firm, Sharpe Patel. The presentation ended with Mr. Grissom addressing several financial graphs that he provided.
- CDBG-NR Housing Reconstruction Project: The bids that were received for the CDBG-NR housing reconstruction project were opened on October 2, 2022 with David Carter, The Adams Company, Town Clerk Janet Dunn, and Kay Holland (representing Holland Construction Co.) in attendance, the bids were publicly opened. Each bidder's name was announced, including the amount of each bid, associated for each of the three properties. The lowest bidder for each property was recommended to the Board of Commissioners for approval. The lowest bidder respectively was: Finesse Builders (\$160,900) for Lori McGee property; Finesse Builders (\$139,000) for Gavis Powell property; and, Thomas J. Holland (\$154,500) for Jefferson Monroe. Commissioner Fisher made the **motion** to award the contracts to the lowest bidders respectively; **all in favor. Motion carried.**

### **REPORTS**

- Financial Reports – Monthly reports were provided for review.
- 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.** Meeting adjourned at 7:36 p.m.

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Alice Butler, Mayor

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Janet Dunn, Town Clerk