



**Town Board of Commissioners  
Special Meeting/Public Hearings  
January 23, 2024 @ 7:00 p.m.**

The Roseboro Board of Commissioners met in Special Session at Town Hall on Tuesday, January 23, 2024, at 7:00 pm. The regularly scheduled meeting for January 9, 2024 was rescheduled for public safety due to a severe weather event.

Members present at Town Hall were Mayor Alice Butler, Mayor Pro Tem Anthony Bennett, Commissioners Cyndi Templin, Richard Barefoot, and Ray Clark Fisher. Also, present were Attorney Sandy Sanderson, Town Clerk Janet Dunn, Zoning Officer Tammy Faircloth, Lead for NCFellow Tyler Wise, Lee Coleman, Joshua Outlaw (The Adams Co.), Pam Hardy and Wayne Nicholas (Duke Energy), Amy Crout (Smith Anderson Law Firm), David Bergmark and Patrick Covl (McAdams), Mikkel McKinnie, Michael Hardison (Sampson Independent), and several firemen from the Roseboro Fire Department. Commissioner Mark Gupton was absent.

**COMMENCEMENT**

- Call to Order – Mayor Butler called the meeting to order at 7:00 pm.
- Invocation – Mayor Butler led a moment of silence followed by the Pledge of Allegiance.
- Agenda Adoption – Mayor Pro-Tem Bennett made a **motion** to adopt the agenda. **All in favor. Motion carried.**
- Meeting Minutes – Mayor Pro-Tem Bennett made a **motion** to approve the minutes from the December 12, 2023 meeting; **all in favor. Motion carried.**

**ROSEBORO HAPPENINGS**

Ms. Wise provided an update on the upcoming events in the Town of Roseboro. BloomFest is scheduled for kickoff on April 26<sup>th</sup> with performance by the Rhythm Express Band. Vendors, various events, entertainment, and food trucks will entail the BloomFest event on April 27<sup>th</sup> from 10 am to 4 pm. Sponsorships have started coming in; Crumpler Plastic Pipe and Sampson Arts Council (Gold rose sponsor), Sampson County Convention & Visitor's Bureau (Pink rose sponsor), Star Communications (White rose sponsor), and Terry Long Electrical and Simpson & Holland Appraisal Services (Yellow rose sponsors). The Sampson County Art Council awarded the Town of Roseboro two grants totaling \$4,000; with \$2,000 for each event – BloomFest and the aLive in the 'Boro concert series.

aLive in the 'Boro concert series will begin starting in March. The dates of the event have been scheduled for March 22<sup>nd</sup>, May 24<sup>th</sup>, June 14<sup>th</sup>, September 20<sup>th</sup>, October 11<sup>th</sup>, and November 1<sup>st</sup>. Mark your calendars and watch for more information coming soon.

**PUBLIC HEARING:** 2020 Roseboro CDBG-I Program Amendment

Commissioner Fisher made the **motion** to OPEN the public hearing; **all in favor. Motion carried.**

Mr. Joshua Outlaw, The Adams Company, presented before the Board information concerning the requested amendment to the current project. Exact amendment is outlined in Exhibit A (attached). Mr. Outlaw noted that all other paperwork had been sent in with regards to the amendment; what remains is the adopted minutes from the public hearing (to be addressed later during this meeting).

Mayor Butler inquired about questions or comments concerning the information presented by Mr. Joshua Outlaw. With no questions or comments being made, Commissioner Templin made the **motion** to CLOSE the public hearing; **all in favor. Motion carried.**

Commissioner Templin made the **motion** to approve the 2020 Roseboro CDBG-I Program Amendment; **all in favor. Motion carried.**

**PUBLIC HEARING:** Conditional Use Substation Permit Application submitted by Duke Energy Progress, LLC for Parcel #08004646002 on Lucas Road

Mayor Pro-Tem Bennett made the **motion** to OPEN the public hearing; **all in favor. Motion carried.**

Attendees from Duke Energy, Smith Anderson, and McAdams requested to be sworn in before making their presentation. Attorney Sanderson performed the swearing in.

Ms. Pam Hardy, Duke Energy, spoke before the Board citing that the new substation “will enhance reliability and resiliency with its modern infrastructure while adding capacity for economic growth.” Amy Crout, Smith Anderson law firm, provided extensive information concerning the substation project, distributing binders of information to each Board member for review as she discussed the project in greater detail. Also available for questions is Wayne Nicholas (Duke Energy), and David Bergmark and Patrick Covi (McAdams). Greater information is provided by reference in Exhibit B. Ms. Crout noted that the substation should improve the electrical issues at the town’s wastewater treatment plant. The timeline for the project is expected to begin in spring/summer 2025 and be completed by summer 2026. Commissioner Fisher inquired if there was any “kickback” from the local landowners, and Ms. Crout advised that there had been none.

Mayor Butler asked if there were any questions or comments regarding the Duke Energy Substation Conditional Use application. With none being presented, Mayor Pro-Tem Bennett made the **motion** to CLOSE the public hearing; **all in favor. Motion carried.**

Mayor Pro-Tem Bennett made a **motion** that they approve the Conditional Use application for the Duke Energy Substation; **all in favor. Motion carried.**

## NEW BUSINESS

- Sewer Outfall Rehabilitation Recommendation of Award / Resolution of Tentative Award – Mr. Joshua Outlaw, The Adams Company, presented that three (3) bids were received for the 2022 Sewer Outfall Rehabilitation project. Bid opening was held on December 14, 2023 at 2:00 p.m. Presented to the Board was the certified bid tabulation sheet for review. The lowest bidder, the one being recommended for the project pending DWI approval, is Columbus Utilities with a bid of \$1,043,501.00. With no further discussion, Commissioner Barefoot made a **motion** to award the 2022 Sewer Outfall Rehabilitation Project pending DWI approval to Columbus Utilities; **all in favor. Motion carried.**

Presented to the Board was the Resolution of Tentative Award for Columbus Utilities. Commissioner Fisher made the **motion** to adopt the resolution as presented; **all in favor. Motion carried.**

- Cypress Street Minor Subdivision – Zoning Officer Tammy Faircloth presented that Creative Management Consulting Group, LLC's project involves seven (7) lots of various size and shape. This project will consist of seven (7) single-family homes, and all will be three (3) bedrooms, two (2) baths, with one (1) or (2) car garages. Ms. Faircloth advised that she has spoken with Fire Chief Lee Coleman about the fire district as well as Public Works Director Billie Poole about the utilities. With the water and sewer taps having been paid in advance, the town installed the tap for each lot.
- Planning & Zoning Board Reappointments – Two members', Keith Owen and Trudy Tatum, were up for reappointment. Both have agreed to continue for another term. With no further discussion, Commissioner Fisher made the **motion** to reappoint Keith Owen and Trudy Tatum to the Planning & Zoning Board for another term; **all in favor. Motion carried.**
- Resolution for Water Shortage Response – Clerk Dunn presented to the Board that the Water Shortage Response Plan is submitted on a routine basis by the town's water ORC, Travis Anderson. Every five (5) years, the Board is to adopt a resolution stating how they will address any water shortages that may occur. With little change to the response plan, the resolution is brought before the Board for review and adoption. With no further discussion, Commissioner Fisher made the **motion** to adopt the Resolution Approving the Water Shortage Response Plan; **all in favor. Motion carried.**
- Budget Ordinance Amendment – The budget amendment before the Board is a result of the purchasing of the property (Parcel #s 08025197006 and 08025197004) adjacent to the proposed site of the new fire station at the corner of Johnson Street and W. MLK Jr. Boulevard. The purchase of these two parcels was completed on January 8, 2024. With no further discussion, Commissioner Templin made the **motion** to adopt the budget amendment as presented; **all in favor. Motion carried.**
- Sidewalk Architectural Design Award – The Town was awarded a Golden LEAF grant to be used in repairing the downtown sidewalks. The project was put out for bid and five (5) responses were received. Firms were scored based on their qualifications – no decision was based upon monetary value. The highest scoring respondent was the Timmons Group, Raleigh, NC, who is being recommended to be awarded the project. With no further discussion, Commissioner Barefoot made the **motion** to award the Golden LEAF Sidewalk project to the Timmons Group; **all in favor. Motion carried.** Mayor Butler also noted that she has been in contact with NCDOT concerning

the road and sidewalks and they are doing core measurements this week. They have also indicated that they will work with the project firm to devise a solution.

- CORE Memorandum of Understanding & Resolution – Ms. Tyler Wise addressed the Board, outlining the purpose of the CORE Memorandum of Understanding, citing that the MOU outlines what and how the program will function in relation to creating outdoor activities. With no further discussion, Mayor Pro-Tem Bennett made the **motion** to adopt the CORE Memorandum of Understanding and Resolution; **all in favor. Motion carried.**
- Fire Department Announcement & Grant Agreement – Mayor Butler announced that she had received formal notice that the Town of Roseboro was awarded \$4,000,000 for a new Roseboro Fire Station. This award is due to the support provided by Representative Brisson and NC Senator Brent Jackson. Mayor Butler has received the grant agreement for signature, but of concern is the agreement states that the start date is July 1, 2023 when the the legislature went into session – not when actually awarded – with an end date of October 3, 2025; however, she has been informed that the town will need to keep the Office of State Budget & Management (OSBM) updated on the project's progress in case of a need for extension.
- 2023 CDBG-NR Program Update – The Town was hoping to have learned if awarded the program, however, to-date the town has not received any notification.

#### **OLD BUSINESS**

- FPIC Audit Findings Response – Presented to the Board was a letter drafted by Clerk Dunn in response to two audit findings that require a response. After review and with no further discussion, Commissioner Barefoot made the **motion** to accept the audit findings response letter as written; **all in favor. Motion carried.**
- Alleyway Located Between S. West and SW Railroad Streets – The Board agrees that efforts need to be researched to help identify ways to make improvements to the alleyway. With no further discussion, Commissioner Fisher made the **motion** that the Board move forward with researching ideas of how to improve the alleyway and checking into any easements; **all in favor. Motion carried.**
- Vacant Buildings at 114 & 116 W. Roseboro Street – At this time, the tearing down of these two buildings has been placed on hold.

#### **REPORTS**

- Financial Reports – Monthly reports were provided for review.
- Fire Department Report – Monthly report was provided for review. Fire Chief Lee Coleman reported that originally the rescue truck was to be given to the Fire Department in January by the Roseboro Rescue. However, with the recent fire at the Roseboro Rescue Building, the truck was a total loss and some of the equipment damaged. Some of the equipment is salvageable and/or needs repairing. Mr. Coleman has been searching for a used truck but is finding that a used truck 25-30 years old still costs \$100,000. At present, the Department needs eight (8) individuals who can take the training and become certified between the present date and December 31, 2024. Commissioner Fisher inquired as to the urgency of the need for the truck. Mr. Coleman advised that the Fire Department cannot get certified without a truck.
- Sheriff's Report – Monthly report was provided.
- Public Works/Utility Department Reports – Filed in the Clerk's Office.

**PUBLIC COMMENT** – No public comment.

Before entering into Closed Session, Mayor Butler informed that a Special Meeting on Tuesday, January 30<sup>th</sup> at 9:30 a.m. was needed to address items that could not be included for this meeting:

- Roseboro Rescue Services
- BloomFest DOT Road Closures
- Design-Build Criteria for Fire Station

**CLOSED SESSION** – NCGS 143-31811 (a)(5) – Contract Negotiation

Mayor Pro-Tem Bennett made the **motion** to CLOSE the Special Meeting; **all in favor. Motion carried.** Mayor Pro-Tem Bennett made the **motion** to OPEN the CLOSED SESSION; **all in favor. Motion carried.**

Discussion was held; however, no vote was taken.

Commissioner Templin made the **motion** to CLOSE the CLOSED SESSION; **all in favor. Motion carried.** Commissioner Barefoot made the **motion** to OPEN the Special Meeting; **all in favor. Motion carried.**

**APPROVE MINUTES FROM PUBLIC HEARING RE: 2020 ROSEBORO CDBG-I PROGRAM AMENDMENT** – A copy of the minutes from the public hearing was provided to the Board members for review. With no further discussion, Mayor Pro-Tem Bennett made a **motion** to approve the minutes from the Public Hearing regarding the 2020 Roseboro CDBG-I Program Amendment. These minutes needed to be approved prior to the next meeting due to the urgency of submitting them to the State for project amendment approval.

**ADJOURNMENT** – With no further business, Commissioner Fisher made the **motion** to adjourn; **all in favor. Motion carried.** The meeting was adjourned at 8:10 p.m.

  
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Alice Butler, Mayor

  
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Janet Dunn, Town Clerk