



**Town Board of Commissioners
Regular Meeting & Public Hearing
October 11, 2022 @ 7:00 p.m.**

The Roseboro Board of Commissioners met in Regular Session at Town Hall on Tuesday, October 11, 2022, at 7:00 pm.

Members present at Town Hall were Mayor Alice Butler, Mayor Pro-Tem Anthony Bennett, Commissioners Ray Clark Fisher, Cyndi Templin, Richard Barefoot, and Mark Gupton. Also, present were Attorney Sandy Sanderson, Town Clerk Janet Dunn, LFNC Tyler Wise, Joshua Outlaw (The Adams Company), Philip Williams (Nuisance Officer), and Michael Hardison (Sampson Independent).

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 – Mayor Pro-Tem Bennett made a **motion** to adopt the agenda. **All in favor. Motion carried.**
- Meeting Minutes – Commissioner Gupton made a **motion** to approve the meeting minutes from September 13, 2022 (Regular Session) and September 27, 2022 (Special Meeting); **all in favor. Motion carried.**

ROSEBORO HAPPENINGS

- Fire hydrant flushing will be conducted on Monday, October 17th, Wednesday, October 19th, and on Thursday, October 20th, if needed, beginning at 8:00 p.m. each date.
- Fall Clean Sweep has been scheduled with the public being asked to put out their items for pickup beginning Monday, October 17th. Town staff will pick up from Monday, October 24th to Friday, October 28th.
- Early Voting is being held at Roseboro Town Hall starting Thursday, October 20th and running through Saturday, November 5th. Since the next Town Board meeting would normally be held on Tuesday, November 8th (2nd Tuesday of the month), and this is election day, the November Town Council meeting has been moved to Tuesday, November 15th at 7:00 p.m.
- Roseboro Christmas events have been scheduled. Christmas Tree Lighting will be held on Thursday, December 1st and the Christmas Parade will be held on Friday, December 9th. Both events begin at 7:00 p.m.
- 45 of the engraved bricks that were purchased for the Mountain-to-Sea Trail walkway by the Roseboro Monument are installed. The remainder to be installed in the coming months.

Mayor Pro-Tem Bennett made the **motion** to open the Public Hearing; **all in favor. Motion carried.**

PUBLIC HEARING

Mr. Joshua Outlaw with The Adams Company presented before the Board of Commissioners that the current CDBG-NR program included four homes. With one home failing to qualify, another home (107 S. East Street) was proposed and qualifies for the program. The addition of the home to be rehabilitated requires the Board to approve an amendment to the CDBG-NR program.

With no further comments, Commissioner Gupton made the **motion** to close the Public Hearing; **all in favor. Motion carried.**

OLD BUSINESS

- CDBG-NR Amendment: With no further discussion by the Board, Mayor Pro-Tem Bennett made the **motion** to approve the amendment to the current CDBG-NR program; **all in favor. Motion carried.**
- Paving Parking Lot: The Town Hall parking lot is in need of repaving. This topic was discussed during the July 12, 2022 board meeting and tabled for further information. Further investigation determined that milling of the current parking lot was not necessary and to pave over the existing lot was all that was needed; however, there was a recommendation of installing concrete parking bumpers. With no further discussion, Commissioner Fisher made the **motion** to move forward with repaving the town hall parking lot and installing parking bumpers; **all in favor. Motion carried.**
- Downtown Property Update: The Town has officially purchased the building located at 109 W. Roseboro Street. Attorney Sanderson advised that the deed has been completed. Purchase of a second vacant building is under consideration, provided that the existing deeds of trust are resolved by the current property owner.
- Test Well Update – The current test well revealed a production of 130-150 gallons per minute. With the current test results, the town requests additional sampling. Wooten Company is talking with Bill's Drilling and GMA concerning this matter. While it was the town's decision to drill a test well first before just digging the actual well, it has proven to be a valid move. Currently, the costs associated with the test well tally to be approximately \$106,000. Of this amount, \$87,500 is due to subcontractors for the well drilling/testing. There will be further discussions in the near future of what to do with the test well.
- Grants Submitted: Several grants were submitted on September 30th for the town; wastewater treatment plant (\$1.8M), addition for 2022 Old Cement & Clay Pipe Rehab project (\$2,728,350), and stormwater for the alleyway and sidewalks.
- 200 and 202 W. Roseboro Street Properties: Attorney Sanderson reported that no hearing has been conducted to date.
- Street Paving Update: Street paving has been completed and the town was able to include part of Culbreth in this project.

NUISANCE APPEAL HEARING – 109 NW Railroad Street Building (Michael Williams)

Mayor Butler called Mr. Michael Williams to appear before the Board regarding his appeal. Mr. Michael Williams was not in attendance. Attorney Sanderson inquired of Clerk Dunn if Mr. Michael Williams had been notified of the appeal hearing scheduled for October 11th. Clerk Dunn advised that Mr. Michael Williams had been notified by email of the rescheduling from the September 13th meeting as well as a reminder email was sent to Mr. Michael Williams the previous Friday (October 7, 2022) of his appeal hearing October 11th. Mayor Butler added that she too had spoken with Mr. Michael Williams via phone regarding the rescheduling of the September 13th hearing.

Mayor Butler called Mr. Philip Williams, Roseboro's Nuisance Officer, to make his presentation. Nuisance Officer Williams presented information related to the collapsed building owned by Mr. Michael Williams located at 109 NW Railroad Street (aka 161 Railroad Street). Nuisance Officer Williams presented under oath testimony that the property still contains broken bricks and mortar, large metal pieces, and bricks are drifting off the property onto the sidewalk. He further stated that while the property was unsightly, in his opinion, it poses a safety issue.

Nuisance Officer Williams further advised that according to the public nuisance ordinance 20-21, there are actual serious problems that need addressing. Brought before the Board is the decision of how to proceed; 1) determine if there is a violation other than a nuisance; 2) grant additional time for cleanup; or 3) the town clean up the debris and charge the property owner (Mr. Michael Williams) with the costs.

Attorney Sanderson added that at the present moment, the Board needs to determine if the debris poses a nuisance issue or a dangerous issue? With Board members' previous knowledge of the building condition and ultimate collapse and seeing the current state of the site, Commissioners deemed the property dangerous as well as a nuisance requiring immediate action. Attorney Sanderson advised that the town can abate the danger with the costs being charged as a tax bill. Attorney Sanderson would finalize the Order of Nuisance Appeal letter to be emailed to Mr. Michael Williams as well as sent by certified mail. With no further discussion, Commissioner Gupton made the **motion** to move forward with the Order of Nuisance Appeal and remove the danger immediately. Commissioner Templin **seconded**. **Motion carried**. Upon delivery, action can be taken immediately.

NEW BUSINESS

- Star Communications Phone System: The current phone system at Town Hall has been in use for approximately 15 years and has become obsolete. Staff are unable to access their phone messages and can no longer change the message on the answering machine. To purchase the entire phone system is \$6,645. Within three years, the savings on the monthly phone bill would pay for it. With no further discussions, Commissioner Barefoot made the **motion** to approve the purchase of the new phone system; **all in favor. Motion carried**.
- Budget Amendments: The first budget amendment brought before the Board was to address the costs of paving the town hall parking lot and purchase the phone system (\$25,000). The increase in expenditures will be funded from Fund Balance. Commissioner Fisher made the **motion** to adopt the budget amendment; **all in favor. Motion carried**.

The second budget amendment brought before the Board was for a grant (\$35,000) received by the Roseboro Fire Department to purchase new radios that will be required by 2025. The increase in expenditures will be funded from Grant Revenue. Commissioner Templin made the **motion** to adopt the budget amendment; **all in favor. Motion carried**.

The third, and final, budget amendment brought before the Board was proposed to pay the subcontractors through the Wooten Company for the test well drilling and water sampling costs (\$87,500). Commissioner Gupton made the **motion** to approve the budget amendment; **all in favor. Motion carried**.

- Awarding of Bid, 2022 Old Cement and Clay Pipe Rehabilitation Project (\$6,415,760) – There were two proposals received; LKC Engineering and The Adams Company. The committee scored the two proposals received with The Adams Company scoring the highest. Mayor Pro-Tem Bennett made the **motion** to award the bid to The Adams Company; **all in favor. Motion carried**.
- Fortiline AMI Contract: Attorney Sanderson was provided the opportunity to review the contract provided by Fortiline for the AMI project. One area of the contract needed to be revised and per Attorney Sanderson's conversation with Fortiline, they were willing to make the revision, satisfying his concerns. With no further discussion, Commissioner Gupton made the **motion** to approve the Fortiline contract; **all in favor. Motion carried**.
- Resolution - Rural Transformation Grant: The resolution presented was for the Application for NC Department of Commerce Rural Transformation Grant Fund, Growing Downtown Roseboro Roots, Building Rehabilitation Project. The resolution confirms the Board's support of the building rehabilitation project at 109 West Roseboro Street (vacant building recently purchased by the town)

and other façade improvements. Commissioner Fisher made the **motion** to adopt the resolution; **all in favor. Motion carried.**

- Façade Grant: The town has received a façade grant from Robbie James to replace the glass on the façade of the vacant building downtown he recently purchased. Due to the specialty of the glass, only one quote was available. The Façade Grant Committee was recommending that the Board approve the application. With no further discussion, Commissioner Fisher made the **motion** to approve the façade grant application; **all in favor. Motion carried.**
- CORE (Creating Outdoor Recreation Economies) Program: NCFellow Tyler Wise presented to the Board what the purpose of the program entailed. This is a free program and with the town already being a participant in the mountain-to-sea trail and with a current day hike trail, these are great stepping stones for something more. There are no fees associated with the CORE program. However, the program will assist in helping with funding and locating grant opportunities. Commissioner Templin made the **motion** to approve participating in the CORE program; **all in favor. Motion carried.**
- Special meeting – Mayor Butler advised that a special meeting was scheduled for Wednesday, October 26, 2022 at 4:00 p.m. to discuss the RFQ for the additional funding for the 2022 Cement and Clay Pipe Rehabilitation project. Commissioners agreed with holding a special meeting if necessary.

REPORTS

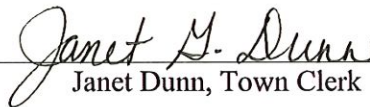
- Financial Reports – Monthly reports were provided for review.
- Fire Department Report – Monthly call report was provided.
- Sheriff's Report – Monthly report was provided for review.
- Public Works/Utility Department Reports – Filed in the Clerk's Office.

PUBLIC COMMENT – No comment

ADJOURNMENT – With no further business, Commissioner Fisher made a **motion** to adjourn; **all in favor. Motion carried.** Meeting adjourned at 7:45 p.m.



Alice Butler, Mayor


Janet Dunn, Town Clerk