



**Town Board of Commissioners  
Regular Meeting/Public Hearing  
March 12, 2024 @ 7:00 p.m.**

The Roseboro Board of Commissioners met in Regular Session at Town Hall on Tuesday, March 12, 2024, at 7:00 pm.

Members present at Town Hall were Mayor Pro-Tem Anthony Bennett, Commissioners Cyndi Templin, Ray Clark Fisher, and Mark Gupton. Also, present were Attorney Sandy Sanderson, Town Clerk Janet Dunn, and Rev. Marilyn Hargrove. Mayor Alice Butler and Commissioner Richard Barefoot were absent (excused).

**COMMENCEMENT**

- Call to Order – Mayor Pro-Tem Bennett called the meeting to order at 7:00 pm.
- Invocation – Rev. Hargrove gave the invocation followed by Mayor Pro-Tem Bennett leading the Pledge of Allegiance.
- Agenda Adoption – Commissioner Templin made a **motion** to adopt the agenda. **All in favor. Motion carried.**
- Meeting Minutes – Commissioner Fisher made a **motion** to approve the minutes from February 13, 2024 (Regular/Closed Session); **all in favor. Motion carried.**

**ROSEBORO HAPPENINGS**

- Mayor Pro-Tem Bennett highlighted the events occurring in and around Roseboro:
  - BloomFest 2024 is taking place on the evening of Friday, April 26<sup>th</sup> and from 10 am to 4 pm on Saturday, April 27<sup>th</sup>.
  - aLive in the 'Boro for 2024 is scheduled to occur on March 22<sup>nd</sup>, April 26<sup>th</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>.
  - Vacant building ordinance – Ms. Tyler Wise was not able to attend to speak on this topic.
  - The grand opening and ribbon cutting ceremony for the new Cork & Brew is scheduled for Saturday, March 16<sup>th</sup> at 10:00 a.m. Mayor Pro-Tem Bennett encouraged members to attend.
  - Fundraiser for Roseboro Fire Department Rescue Truck Equipment is being held by Helping Hands on March 22<sup>nd</sup>.
  - An invitation to the Mid-Carolina Annual Meeting was provided in the members' packets. The meeting is scheduled for March 28<sup>th</sup> at 5:30 p.m. at the NC Justice Academy in Salemburg.
  - Spring Clean Sweep is scheduled for April 8<sup>th</sup> – 12<sup>th</sup>. Citizens are already putting items out for pickup.

**PUBLIC HEARING** – Coharie Fire District Fire Tax Rate Increase from \$0.085 to \$.10 per \$100.00.

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

Fire Chief Lee Coleman presented to the Board that he had recommended a Coharie Fire Tax increase from \$0.085 to \$0.10 per \$100. This was passed contingent upon a public hearing and the Board of Commissioners voting to approve the increase.

Chief Coleman explained that the increase is bringing the Coharie fire district fire tax in alignment with other districts across the state. The increase, minimal in cost to the citizens, would bring in the additional



revenue necessary to cover the expenditure increases with the new fire station, cover the costs of services to take over the rescue truck, and the costs of having to purchase a new rescue truck and/or equipment replacement resulting from the loss of the donated truck and/or equipment due to the fire.

Mayor Pro-Tem Bennett inquired about questions or comments concerning the information presented by Chief Coleman. With no questions or comments being made, Commissioner Fisher made the **motion** to CLOSE the public hearing; **all in favor. Motion carried.**

Commissioner Fisher made the **motion** to approve the Coharie Fire District Fire Tax Rate Increase from \$0.085 to \$0.10; **all in favor. Motion carried.**

#### **NEW BUSINESS**

- Rural Downtown Economic Development Resolution – Town Clerk Dunn presented to the Board that the Economic Development Resolution was a result of the town's desire to apply for a Downtown Economic Development grant. The funding amount is based on the number of downtown full-time employees. Currently, based upon the number of employees downtown, at \$12,500 per employee, the town could apply for a grant of approximately \$137,000. The grant maximum is \$850,000. The resolution provided is part of the application process. Commissioner Fisher inquired if there was any cost to the town, to which Clerk Dunn responded that there was no cost for submitting the application. With no further discussion, Commissioner Fisher made a **motion** to adopt the Resolution for the Town of Roseboro Application for Rural Downtown Economic Development Grant Funding; **all in favor. Motion carried.**
- Golden LEAF Resolution – Town Clerk Dunn presented that the town had been awarded the Golden LEAF grant for the sidewalk project downtown. The resolution before them was documenting the acceptance of the Golden LEAF Foundation grant funds in the amount of \$169,488. Commissioner Fisher made a **motion** to adopt the Resolution accepting the Golden LEAF Flood Mitigation Grant of \$169, 488; **all in favor. Motion carried.**
- Golden LEAF Grant Project Ordinance – Town Clerk Dunn presented that the project ordinance presented is documenting the budget and line items for the grant. Section 3 outlines the original budget per the application when the alleyway was initially included. When it was discovered that the town did not actually own the alleyway, the grant funding was amended, removing those funds from what is available for the remainder of the project. Section 4 outlines the current project budget, with the alleyway funding showing as a contingency which is not approved for use in this project. The budget for the sidewalk project has been amended to \$126,488. Commissioner Fisher made a **motion** to adopt the Golden LEAF Foundation Grant Project Ordinance; **all in favor. Motion carried.**
- Roseboro Fire Station Grant Award – Fire Chief Coleman presented that the town received nine (9) responses from the RFQ process which were reviewed and scored by Chief Coleman, Town Clerk Dunn, Mayor Butler, Commissioner Fisher, and Keith Owen. The top three (3) highest scores, with there being a tie for third, meaning there were four (4) firms scheduled for a final interview. With one firm withdrawing due to scheduling conflicts, the remaining three (3) firms were interviewed. Of those three, one was selected – Bobbitt – and is being recommended. After some discussion, Commissioner Gupton made the **motion** to award the Roseboro Fire Station project to Bobbitt; **all in favor. Motion carried.**
- Fire Station Grant Funds – Town Clerk Dunn informed the Board that the funding for the Roseboro Fire Station came in through the General Fund initially but has now been moved into a money market account.
- Adopt ARPA Policies – Town Clerk Dunn explained that while the Board has already adopted five (5) policies for our ARPA projects, recently, it was brought to our attention that there were three (3) more: Cost Principles Policy, Eligible Use Policy, and Program Income Policy. These three policies (provided) were drafted by the Institute of Government and have been amended with respect to our staff and town. With no further discussion:

Commissioner Templin made the **motion** to adopt the Cost Principles Policy; **all in favor. Motion carried.**  
Commissioner Gupton made the **motion** to adopt the Eligible Use Policy; **all in favor. Motion carried.**  
Commissioner Fisher made the **motion** to adopt the Program Income Policy; **all in favor. Motion carried.**

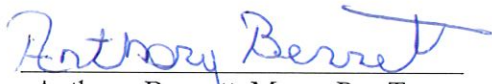
**OLD BUSINESS** – There was no Old Business to address/discussion.


**REPORTS**

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

**PUBLIC COMMENT**

**ADJOURNMENT** – With no further business, Commissioner Fisher made the **motion** to adjourn; **all in favor. Motion carried.** The meeting was adjourned at 7:22 p.m.

  
\_\_\_\_\_  
Anthony Bennett, Mayor Pro-Tem

  
\_\_\_\_\_  
Janet Dunn, Town Clerk