



**Town Board of Commissioners  
Regular Meeting  
September 13, 2022 @ 7:00 p.m.**

The Roseboro Board of Commissioners met in Regular Session at Town Hall on Tuesday, September 13, 2022, at 7:00 pm.

Members present at Town Hall were Mayor Alice Butler, Commissioners Cyndi Templin, Richard Barefoot, and Mark Gupton. Also, present were Attorney Sandy Sanderson, Town Clerk Janet Dunn, LFNC Tyler Wise, A.J. Pule, and Michael Hardison (Sampson Independent). Mayor Pro-Tem Anthony Bennett and Commissioner Ray Fisher 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 Templin 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 August 9, 2022 (Regular Session with Public Hearing); **all in favor. Motion carried.**

**ROSEBORO HAPPENINGS**

- Small Town Main Street – Mayor Butler provided some background information following the meeting with Liz Parham and Grace Lawrence with NC Commerce. The Town has submitted a grant application with the Sampson Art Council.
- Christmas festivities will begin this year with the Christmas Tree Lighting on Thursday, December 1<sup>st</sup> and followed by the annual Christmas Parade on Friday, December 9<sup>th</sup>.

**OLD BUSINESS**

- RFQ – Wastewater Treatment Plant, Environmental Assessment Analysis (EAA) – Published for bid was the RFQ for an EAA report needed to upgrade the town's wastewater treatment plant. With only one bid having been submitted by the deadline, the RFQ will be reposted for bid.
- 200 & 202 W. Roseboro Street Properties – Mr. Sanderson provided an update to the foreclosure process of the property owned by Dr. Powell. With no service as of this meeting, it will be a minimum of two months before a sale, but only after the service.

**NEW BUSINESS**

- Resolution – Stormwater Grant for Sidewalks/Alleyway - Presented to the Board was a resolution for a grant application to be submitted for a Downtown Stormwater Improvements Project. The Wooten Company is writing the project grant, due by September 30, 2022, which will entail improvements for the town's sidewalks and alleyway. Commissioner Gupton made the **motion** to adopt the resolution as presented for the Stormwater Improvements grant application; **all in favor. Motion carried.**
- Resolution – Daily Deposits – Presented to the Board was a resolution amending the daily deposits from having to be done daily when deposits are less than \$500.00 as per NCGS 159-32. With the First Citizen's Bank having closed in Roseboro, deposits are delivered to the Clinton branch daily,

regardless the amount. Periodically, the amount of money on hand requiring deposit will fall below the \$500.00 threshold. With this resolution adoption, the Deputy Finance Officer would only be required to make deposits when the moneys on hand amount to five hundred dollars or greater. All moneys are required to be maintained in a secure location and deposited at least weekly. Commissioner Templin made the **motion** to adopt the resolution amending the daily deposits; **all in favor. Motion carried.**

- Resolution – Wastewater Treatment Plant Improvements – Presented to the Board was a resolution for a grant application to be submitted for Wastewater Treatment Plant Improvements project. The Wooten company is writing the project grant for approximately \$1.8M. The Wooten Company originally designed the town's wastewater treatment plant and is, therefore, familiar with its makeup. Commissioner Barefoot made the **motion** to adopt the resolution as presented for the Wastewater Treatment Plant Improvements grant application; **all in favor. Motion carried.**
- Resolution – Asset management Plan & CIP Amendment – Presented to the Board was a resolution adopting the amendment to the town's sewer system asset management plan and capital improvement plan schedule for FY 2023-2033. This amendment goes along with the McGill sewer project. Within this amendment is the request for a generator, which has never been included before. Commissioner Gupton made the **motion** to adopt the resolution as presented for the amendment to the town's sewer system asset management plan and CIP schedule; **all in favor. Motion carried.**
- Ordinance for Buildings – Commissioner Gupton and LFNC Tyler Wise drafted a revised buildings ordinance. Mayor Butler learned after speaking with Ms. Liz Parham with NC Commerce that they have someone on staff who can assist with reviewing ordinances. Mayor Butler hopes to have something to present at the October town meeting.
- Rural Transformation Grant with NC Commerce – The Wooten Company has offered to write the Rural Transformation Grant for the town with a ceiling cost of \$4,500. This grant will assist the town with transforming its downtown area buildings. If the town is awarded the grant, the town would be reimbursed \$3,500 for grant preparation. Commissioner Templin made the **motion** to approve the Wooten Company to write the Rural Transformation Grant for the town at a maximum cost of \$4,500; **all in favor. Motion carried.**
- Letter of Intent to Fund – Old Cement/Clay Pipe Rehabilitation – The Town of Roseboro has received the official letter announcing the award of a grant for \$6,415,760 for the old cement/clay pipe rehabilitation project.
- Letter of Intent to Fund – 2022 Water System Improvements – The Town of Roseboro has received the official letter announcing the award of a grant for \$2,536,000 for the town's water system improvements.
- Special meeting – Mayor Butler requested that the Board consider holding a special meeting on September 27, 2022 at 5:00 p.m. to address several items. 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. Lt. Bass was on patrol in the town, stopping two trucks traveling through town and redirected them to the truck route.
- Public Works/Utility Department Reports – Filed in the Clerk's Office.



**PUBLIC COMMENT**

⇒ A.J. Pule (Dip in the road of Hwy. 242) – Mr. Pule addressed the Board asking for consideration in filling the hole that is on Hwy. 242 located near 713 N. East Street prior to the holiday season. Mr. Pule shared that the increase in traffic, commercial trucks, creates a loud, unpleasant noise. Mayor Butler noted that public works/utilities staff will investigate what can be done to help resolve some of the issue until it can be properly milled and paved, a process that is not only costly but time consuming.

**ADJOURNMENT** – With no further business, Commissioner Barefoot made a **motion** to adjourn; **all in favor. Motion carried.** Meeting adjourned at 7:19 p.m.



Alice Butler, Mayor



Janet Dunn, Town Clerk