



**Town Board of Commissioners
Regular Meeting
December 14, 2021 @ 7:00 p.m.**

The Roseboro Board of Commissioners met in Regular Session at Town Hall on Tuesday, December 14, 2021, at 7:00 pm.

Members present at Town Hall were Mayor Alice Butler, Mayor Pro-Tem Anthony Bennett, Commissioners Ray Clark Fisher, Mark Gupton, Richard Barefoot, and Cyndi Templin. Also, present were Town Clerk Janet Dunn, Attorney Sandy Sanderson, Deputy Finance Officer Annette Jackson, Lee Grissom (S. Preston Douglas & Associates), Kate Dixon (Mountain-to-Sea Trail), Robin Owen, Donna Bullard, Mason Bullard, Jackson Bullard, Cameron Wright, Clark Wright, Sonny Sullivan, Laura Gray, Nichole Maroschak, Market Executive with First Citizens Bank, and Emily Williams (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 Butler noted that a correction in the agenda was necessary. The “Presentation from First Citizen’s Bank” needed to be moved further down on the agenda as one of the attendees (Kate Dixon) would arrive late due to an accident on the interstate. Mayor Pro-Tem Bennett made a **motion** to adopt the agenda, to include the change to the agenda. **All in favor. Motion carried.**
- Meeting Minutes – Commissioner Fisher made a **motion** to approve the meeting minutes from the November 9, 2021, Regular Meeting; **all in favor. Motion carried.** Commissioner Gupton made a **motion** to approve the meeting minutes from the November 17, 2021, Special Meeting; **all in favor. Motion carried.**

SWEARING IN OF COMMISSIONERS

Town Clerk, Janet Dunn, conducted the swearing-in of Commissioners Anthony Bennett, Mark Gupton, and Cyndi Templin. Commissioner Mark Gupton originally was appointed to replace Cary Holland upon his resignation from the Board. Mr. Gupton ran during the November 2021 election to maintain his seat. All commissioners ran unopposed and were, therefore, re-elected to the Town of Roseboro Board of Commissioners. Thank you for your service.

ROSEBORO HAPPENINGS

- Roseboro Christmas Parade – The Roseboro Christmas Parade saw the largest crowd of spectators for the first time in several years. Several floats entered and participated in the float judging. There were first place, second place, and third place winners which were announced and presented with a trophy during the meeting. Third Place was awarded to Beaver Dam Elementary School PTA, Second Place awarded to Zoar PFWB Church, and First Place went to Ohana Midwifery. Thank you to all who participated and congratulations to our winners.
- Christmas Tree Lighting was held virtually and recorded live for the town’s Facebook page on Thursday, December 2, 2021. Mayor Pro-Tem Anthony Bennett provided welcome comments and then led the countdown. The Christmas Tree was beautiful as always. A Special Thanks to Carolina Dance Company for providing the entertainment following the tree lighting.
- Light Up Roseboro celebration event was held again this year. This year, Residential Winner went to Stephanie Gordon with the Business Winner going to James Trading Company –

Downtown. Thank you to all who participated in this year's Light Up Roseboro!! Beautifully decorated homes and businesses can be seen all over town.

- BloomFest has been scheduled for April 30, 2022. This year, the BloomFest Committee wishes to request permission from the Board to allow The Pizzaz Band to perform from 4:00 p.m. to 8:00 p.m. and to hold beer sales in the park during this time as well. Commissioner Gupton made the **motion** to approve the Band performance from 4 pm to 8 pm and to allow beer sales in the park during this time; **all in favor. Motion carried.**

OLD BUSINESS

- Building Update (106 N. West Street) – Mr. David Maurer, Architect, provided written comments concerning the conditions and potential uses of the building. A copy of this letter was provided to each Commissioner for review. Recommendations suggest that the roof be repaired sooner than later to prevent further damage. Suggested options for the building's use include an event space, possible restaurant, brewery or distillery, and retail space. "Serious consideration should be given towards either the path of long-term ownership by the Town or creating a marketable building for sale to a private owner."

NC Commerce staff have indicated that there may be some possible grants in the future that could be used to assist us with the roof repair. Commissioner Fisher noted that it appears there are two options for the town; tear down the building or repair it. To repair the building is the desired option; however, it is noted that to do so will be expensive, reaffirming the need for financial assistance to do so through grants.

- Presentation by First Citizen's Bank – Ms. Nichole Maroschak, Market Executive with First Citizens Bank, presented a check for \$5,000 to Ms. Kate Dixon, Director for Mountain-to-Sea Trail. These funds will be used to finalize a portion of the trail in the Town of Roseboro along the railroad bed, making it evident this is part of the Mountain-to-Sea Trail that travels through Roseboro and to help with the future trail in the Pondberry Preserve.
- Well Drilling Bids – The Drilling and Well Construction project request for proposal (RFP) deadline of December 3, 2021, resulted in two bids being received. Both were well above the proposed budget. The engineering firm is working with the lowest bidding contractor to get costs down.
- ABC Board – With Roland Hall submitting his resignation notice from the ABC Board a couple of months ago, the search for a replacement has been ongoing. Mr. Kenneth Coleman, a former businessman in town, has agreed to serve on the ABC Board with the Board's approval. Commissioner Fisher made the **motion** to appoint Kenneth Coleman to the ABC Board; **all in favor. Motion carried.**
- Vacant Lots (S West St) Update – Since the heirs to the property have all agreed to "donate" the property (totaling approximately ½ acre) to the Town of Roseboro, there are outstanding Sampson County taxes as well as Town of Roseboro taxes. The Town needs to pay off the County taxes as well as Town taxes. Commissioner Templin made the **motion** to pay off the Sampson County taxes and the Town of Roseboro taxes; **all in favor. Motion carried.** Paying off the Town's taxes means that the town will "pay itself" for the arrearages.

NEW BUSINESS

- 2021 Audit – Lee Grissom, an auditor with S. Preston Douglas & Associates, has completed the town's audit and it was submitted on time. Mr. Grissom presented the audit findings to the Commissioners, citing that the books were in great shape, the town's financial position is strong, and that the 2021 yearly audit was the best over the past 5 years. Bar graph charts and an audit overview were provided to the Commissioners for reference during the presentation. Property tax collections are just below the national level; however, are in line with other municipalities of similar size.
- Employee Appreciation – Mayor Butler commended the work of the town's staff from the office staff to public work/utilities staff, stating that they are the heartbeat of the town. In appreciation of their hard work and dedication, Mayor Butler requested approval to give each employee a one-time bonus of \$750.00. Mayor Pro-Tem Bennett made the **motion** to approve the \$750 one-time bonus; **all in favor. Motion carried unanimously.**
- \$1.5M State Budget Awarded for Infrastructure - Funding for the Town of Roseboro to assist with inflow/infiltration issues was included in the State Budget for the amount of \$1.5M. Letters were written to all our representatives asking for help with the inflow and infiltration problems experienced by the Town. Through these efforts, our voice was heard and Representative Brisson responded by adding \$1.5M in funding for Roseboro to the budget. This is huge for the Town of Roseboro, and we are extremely grateful. With town staff working on the smaller problems (low-hanging fruit) that have been identified, this has made some improvement as was seen recently with the 1-1/4" to 1-1/2" rainfall received. However, town leaders are aware that there are major problems that need to be identified and addressed.

REPORTS


- Financial Reports – November 2021 reports provided for review. However, the Cash and Investment report is from October 2021, with the November 2021 report being delayed. No additional comments.
 - o Tax Report
 - o Budget vs. Actual
- Fire Department Report – Monthly call reports provided. No additional comments.
- Public Works/Utility Department Reports – Filed in the Clerk's Office.
 - *Clean Sweep is now over.* With the dump truck being down at the beginning of Clean Sweep, staff has worked diligently since the dump truck was repaired to catch up. Two sweeps were done through the town picking up Clean Sweep items. Starting the first of January, staff will continue to pick up yard debris each month as usual. As a reminder, keep leaves and limbs separate and staff cannot pick up nothing over 4 feet long and 7 inches in diameter.
- Sheriff's Report – November 2021 report provided for review. Nothing to report. No further comments.

PUBLIC COMMENT – None noted

ADJOURNMENT – With no further business, Commissioner Fisher made a **motion** to adjourn; **all in favor. Motion carried.** Meeting adjourned at 7:44 p.m.



Alice Butler, Mayor



Janet Dunn, Town Clerk