



**Town Board of Commissioners  
Regular Meeting / Public Hearing  
June 13, 2023 @ 7:00 p.m.**

The Roseboro Board of Commissioners met in Regular Session at Town Hall on Tuesday, June 13, 2023, at 7:00 pm.

Members present at Town Hall were Mayor Alice Butler, Mayor Pro Tem Anthony Bennett, Commissioners Ray Fisher, Cyndi Templin, Mark Gupton, and Richard Barefoot. Also, present were Attorney Sandy Sanderson, Town Clerk Janet Dunn, LFNC Tyler Wise, Fire Chief Lee Coleman, Joshua Outlaw (The Adams Co.), Mr. Terry Spell, Mrs. Pam Spell and other members from the Spell family, Ms. Gloria Seeden, 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 May 9, 2023; **all in favor. Motion carried.**

**ROSEBORO HAPPENINGS**

- aLive in the 'Boro is a concert series starting on June 29, 2023, from 6:00 – 8:30 p.m. in the Roseboro Community Garden. Chad Thompson will be the performer kicking off the concert series. Western Sampson Commerce Group is hosting a beer garden in the Roseboro Community Garden space. Local restaurants will have a reduced menu with staff to take and deliver orders.
- Pickleball court lines have been painted on the basketball court area. There are paddles and a pickleball tent at Town Hall for “check out.”
- Roseboro Heritage Trail brochure has been created through the collaborative efforts of Tyler Wise and Brenda Williams. This brochure maps out of the trail and highlights historic places along the walk.

**PUBLIC HEARING & COMMENTS** - The hearing concerning the proposed budget, fee schedule, and water, sewer, and garbage fees was opened for public comment by a **motion** made by Commissioner Templin; **all in favor. Motion carried.**

Mayor Butler invited anyone who wished to speak to please come forward; however, no one present stepped forward for comment. With no comments from those present, Commissioner Fisher made the **motion** to close the public hearing; **all in favor. Motion carried.**

**OLD BUSINESS**

- Closing on the property at 101 W. Railroad Street Property formerly known as the Spell building has been scheduled for June 28, 2023. The closing for the property at 106 N. West Street has also been scheduled for June 28, 2023.



- The re-advertisement for the Rural Transformation Grant Administration Services and Engineering Services will be submitted to the Fayetteville Newspaper for publication. With receiving only one response for the Engineering Services and two for the Grant Administration, there were not enough responses received to allow awarding of the contracts. Hence, the need to re-advertise.

## **NEW BUSINESS**

- On June 13, 2023, there was a 6" water main break on Pleasant Street by the Fire Department. The valves were unable to close off the water, leading to the town's water supply being taken offline for approximately 2 hours while repairs were made. Once the water was restored, citizens and businesses were advised that a boil water advisory remained in effect until further notice. The water test results are expected to be received mid-afternoon on June 14th.
- The proposed water, sewer, and garbage rates came up for vote with no public comments being received in opposition to the increase. There was approximately a 7% increase to water and sewer rates, while garbage increased by \$1.00 per cart per month for in-town residents. Other garbage rates also increased. With no further discussion, Commissioner Barefoot made the **motion** to adopt the new water, sewer, and garbage rates as well as the new fees schedule; **all in favor. Motion carried.** The new water/sewer/garbage rates will be effective August 1, 2023.
- The new budget for the fiscal year 2023-2024 was up for vote with no questions or public comments being received. Even though they are different funds, to help offset the increased rates for utilities, Mayor Butler proposed a \$0.02 reduction in the tax rate, reducing the tax rate from \$0.63 per \$100.00 to **\$0.61** per \$100.00. The new budget would begin July 1, 2023, and end June 30, 2024. With no further discussion, Commissioner Templin made the **motion** to adopt the new FY2023-2024 budget as presented; **all in favor. Motion carried.**
- Mr. Terry Spell, the new owner of the First Citizens' Bank building on Business Highway 24, came before the Board to provide an overview of his business model for the former bank building. Plans for the new business, Cork 'n Brew, are to provide a variety of beverages such as assorted coffees, beer, wine, and smoothies as well as some "heat and eat" food items similar to those found at Starbucks. He estimates 95% of business will be coffee sales. Drive-thru service will be provided, with outdoor seating also available. The space will also contain the occasional meeting room for use by civic groups. Cork 'n Brew anticipates being open in six (6) to eight (8) months.
- The vacant lot on Old Hwy. 24 located across from the Produce Market had received inquiries about if the town would consider leasing it out for parking space for commercial vehicles. As of this meeting, no further conversations have been held regarding this matter.
- The amended contract for the 2022 Old Cement and Clay Pipe Rehabilitation project was presented to the Board by Mr. Joshua Outlaw with The Adams Company. The reasoning behind the amendment is due to the additional funding the Town received under SRP-W-0215 for \$2,728,350 that will be combined with the previously awarded grant for \$6,415,760. The combined total of this cement and clay pipe rehabilitation project is \$9,144,110. With no further comments, Commissioner Fisher made the **motion** to approve the amendment to the 2022 Old Cement and Clay Pipe Rehabilitation Project; **all in favor. Motion carried.**
- The CDBG-I contracts for the sewer infrastructure construction in the areas surrounding Cypress, Maple, and Oak Streets were opened on May 23, 2023. There were four (4) bids received and the



lowest bidder, Frank Horne Construction, Inc. is being proposed for the award. The awarded company cannot be on the debarment list and their sam.gov account needs to be active. Currently, Frank Horne Construction, Inc. is working with sam.gov to renew its status. Proposed is that the Board vote to award the contract to Frank Horne Construction, Inc., contingent upon them obtaining active Sam.gov status within 60 days of the bid opening date or before July 24, 2023. With no further discussions, Mayor Pro Tem Bennett made the **motion** to award the CDBG-I construction contract to the lowest bidder, Frank Horne Construction, Inc., contingent upon the company renewing their Sam.gov account before July 24, 2023; **all in favor. Motion carried.** *[The Sam.gov renewal was complete on June 14, 2023.]*

- Given that there may be other change orders related to this CDBG-I construction project that will require the mayor's signature, Commissioner Fisher made the **motion** to grant Mayor Butler the authority to sign change orders as it relates to the CDBG-I construction project; **all in favor. Motion carried.**

Mr. Outlaw presented an update on the CDBG-NR (Neighborhood Revitalization) project, advising that all home projects are on track. The town's \$1.5 million sewer outfall project is still under state review.

- The Town was made aware that Golden Leaf was accepting Flood Mitigation applications with a maximum of \$250,000 per application. With the town's current sidewalks and alleyway flooding situations, the town has submitted three (3) separate applications for \$250,000 per application in hopes of being awarded the funding to aid in making the necessary improvements.
- Recently, the town was made aware of a lead and copper pipe project being driven by the EPA. This project entails all water utility facilities to identify the type of service line materials used by their customers (homes built before 1987) who are connected to the utility service provider. To do so entails utility staff looking inside the meter box to see if the service line material can be identified and if not, it would require that staff dig outside the meter box. Mr. Neil Carroll and a town staff member will work to identify water line material. The town's public works department knows the material of some lines based on work orders, reducing the number of homes that will need to be inventoried. If lead lines are found, the town must report them. According to the EPA, these lines must be removed. The Wooten Company plans to apply for funding that may be available to help offset the costs associated with this project. Presented for adoption is a Resolution for Lead and Copper Service Assessment indicating that the town will arrange financing for all remaining costs of the project if approved for a State loan and/or grant award. With no further discussion, Commissioner Gupton made a **motion** that the Board adopt the Resolution for Lead and Copper Service Assessment as presented; **all in favor. Motion carried.**
- Roseboro Heritage Trail runs along Broad Street; however, a portion of Broad Street does not provide a designated walking area, such as a sidewalk, to maneuver the trail; therefore, a sidewalk could be poured at 414 Broad Street within the right-of-way, with an addition of a slanted, diagonal crosswalk to get to the other side of Broad Street. There would need to be approximately 200 feet of sidewalk added. Mayor Butler had requested a quote for pouring the concrete for the sidewalk as well as a few other areas around town. The quote for just under \$5,800 entailed: three (3) concrete pads for the picnic tables in the railroad bed along the Trail, a concrete pad for the recycling dumpster at town hall, and the sidewalk for the trail.

Mayor Butler advised that the property owner whose property abuts the right-of-way where the sidewalk would be poured will be notified of the sidewalk installation. With no further discussion, Commissioner Barefoot made the **motion** to approve the installation of a sidewalk at 414 Broad Street; **all in favor. Motion carried.**



- Commissioner Fisher expressed concern about the lack of parking in downtown Roseboro. On the weekends, downtown parking is very limited and if the town wants to increase business and continue to grow, parking must be improved. An option available to the town is the offer to purchase the two vacant, adjoining buildings in downtown Roseboro. The idea behind the purchase would be to demolish the two adjoining buildings, making a breezeway that could be used for outdoor seating as well as providing access to additional parking in the space behind the remaining buildings. The building at 114 W. Roseboro Street is priced at \$38,000 and the adjoining building at 116 W. Roseboro Street is set at \$20,000, for a combined total of \$58,000. Attorney Sanderson noted that he would want to check each building to ensure clear titles. With no further discussion, Commissioner Fisher made a **motion** to move forward with purchasing the buildings, contingent upon clear titles; **all in favor. Motion carried.**
- A Special Meeting will be held on Tuesday, June 27, 2023, at 5:00 p.m. to vote on the current year's budget amendments, hold a public hearing for the building acquisitions, and any other urgent matters that may arise before the end of the current fiscal year.
- Carolina Dance submitted a façade grant application with documentation for consideration. The Façade Grant Committee reviewed the application package and is recommending to the Board that it be approved at 50% reimbursement up to a maximum of \$3,000 reimbursement. The proposed changes are the replacement of windows, painting, and new logo window decal. With no further discussion, Mayor Pro Tem Bennett made the **motion** to approve the Façade Grant; **all in favor. Motion carried.**
- With the Western Sampson Commerce Group having leased the park for the past two BloomFest events, a review of the Alcoholic Beverages ordinance was completed. Upon this review, it was discovered that the following areas needed to be amended and/or deleted as noted:

“(3) A special event permit must be approved at least ~~twenty (20)~~ **fifteen (15)** days in advance by the town commissioners.

~~(4) A fee of fifty dollars (\$50.00) shall be levied for each special event permit issued pursuant to this section.~~

~~(6) The event organizer must provide colored wristbands or other identification devices, approved by the town commissioners, to be used by the wearer or bearer to purchase alcoholic beverages....identification device is of the legal age to possess alcoholic beverages.~~ **The event organizer shall check the ID of each person purchasing alcohol at said special event to ensure that each purchaser is of legal age to purchase alcohol in accordance with North Carolina law.**

~~(8) No person shall possess or consume an alcoholic beverage except as set out herein and only upon wearing the appropriate colored wristband issued; or for the day of the event.~~

~~(10) A wrist band or other identification device issued as set out ... whom such wrist band is issued.”~~

With no further discussion, Commissioner Fisher made the **motion** to amend the Alcoholic Beverage Ordinance as recommended by Mayor Butler; **all in favor. Motion carried.**

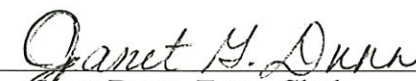
## REPORTS

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

**PUBLIC COMMENT** – Ms. Gloria Seeden came before the Board to request additional time to pay her excessive utility bill which is the result of several large water leaks; one that she inherited. She operates the church, A Touch of Faith Ministry, which consists of a very small congregation. In keeping with policies, the water service was disconnected due to a lack of payment. The Board asked the mayor to meet with Ms. Seeden to see if anything can be done.

**ADJOURNMENT** – With no further business, Commissioner Barefoot made a **motion** to adjourn; **all in favor. Motion carried.** The meeting was adjourned at 8:30 p.m.

  
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Alice Butler, Mayor

  
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Janet Dunn, Town Clerk