



**Board of Commissioners
Regular Meeting**
January 4, 2024 – 7:00 PM
502 Southtown Circle, Rolesville, NC 27571

Minutes

Present: Mayor Ronnie Currin
Commissioner Dan Alston
Commissioner Michael Paul
Interim Town Manager Eric Marsh
Town Attorney Dave Neill
Police Chief David Simmons
Parks & Rec Director June Greene
Mayor Pro Tem April Sneed
Commissioner Lenwood Long
Commissioner Paul Vilga
Town Clerk Robin Peyton
Finance Director Amy Stevens
Planning Director Meredith Gruber

1. [Call to Order](#)
Mayor Currin called the meeting to order at 7:00 p.m.
2. [Pledge of Allegiance and Invocation](#)
Mayor Currin led the Pledge of Allegiance

Commissioner Long gave the Invocation.
3. [Proclamations and Awards](#)
Recognition of Coach and Players of the Rolesville High School Football team.
Mayor Currin read aloud the Proclamation prepared in honor of Coach Rackley and the Rolesville High School Football Team. Coach Rackley and several players were present to be recognized.
4. [Consideration of Approval of the Agenda by the Board](#)
**Moved by Commissioner Vilga to approve the meeting agenda with the addition of the Executive Search Committee proposals; seconded by Commissioner Paul.
Motion to approve carried by 4-0 vote.**
5. [Consideration of Approval of the Consent Agenda by the Board](#)
Moved by Commissioner Vilga to approve the Consent Agenda as presented and consisting of the following:
 - 5.a. Minutes of the December 5, 2023, Town Board Organizational Meeting.
 - 5.b. Consideration of Retroactive Reimbursement to Newly Elected Board Member.
 - 5.c. Resolution Appointing Finance Officers.
 - 5.d. Budget Ordinance Amendments.
 - CAD Shortage (Finance)
 - Wellness Grant (HR)
 - Rolesville Rural Fire Department Concrete Work (Administration)
 - Museum Donations (Parks & Rec)
 - 5.e. Calls for Legislative Hearings for February 6, 2024

- ANX22-05 Harris Creek Farms
- ANX23-01 Woodlief Assemblage

Motion to approve Consent Agenda was seconded by Commissioner Alston and carried by 4-0 vote.

6. Public Invited to be Heard

Amanda Blau, 241 Lily Oak Drive, Rolesville, NC

Ms. Blau came requesting stop signs be installed in her area of the Chandlers Ridge Subdivision. Ms. Blau was successful in getting speed limit signs installed following the submission of online portal complaints and conversations with former Town Manager Kelly Arnold. Following the speed limit sign installation, Ms. Blau was told to wait to see their effect. Ms. Blau is now coming before the Town Board to request stop sign installation in line with the map, she provided to Planning Director Meredith Gruber. Mayor Currin asked that Ms. Blau get with him if her following the town-initiated process for requesting additional signs did not produce a solution.

7. Town Board Liaison Reports

7.a. Commissioner Alston – Veterans

- MSgt. Retired Jerry Magnum held the 6th Veterans Fellowship Breakfast on November 29th at the Knightdale iHop at which thirteen Veterans were in attendance. No Veterans Fellowship Breakfast was held in December due to the Holidays. The next Veterans Fellowship Breakfast is tentatively scheduled for January 31st at the iHop in Knightdale beginning at 9:30 a.m. Commissioner Alston will confirm as the Veterans Coffees will also be starting back up on January 20th at 9:00 a.m. at ARISE in Rolesville.
- Waiting for update from United States Navy Junior ROTC Area Assist Manager about the Navy National Defense Corps for Rolesville High School.
- Air & Space Force Association will hold an event at the National Cathedral in Washington, DC on January 13th at 4:00 p.m. to honor Vietnam War Veterans, Gold Star Families, and those military personnel still missing for what is now 50 years.

7.b. Commissioner Long – Public Safety

- Rolesville Rural Fire Department answered 10354 calls, out of which were 498 fire calls, 856 EMS, 211 out-of-district assisted incidents.
- The RRFD Board is currently looking at meeting 2/12 to review new candidates
- Rolesville Police Department has two candidates to which conditional offers of employment have been extended pending completed satisfactory background checks.
- Banquet to be held at ARISE January 12th beginning at 2:00 p.m. at which two Sergeants will be announced as having been selected.
- Lieutenant Roy Holloway will be honored at a retirement function in March. Additional movement and promotions within the department are to follow.

7.c. Commissioner Paul – Senior Citizens

- Mayor and Commissioner Paul visited the Wake Forest Senior Center on December 15th.
- 170 Rolesville residents frequent the Wake Forest Senior Center indicating that is incumbent upon the Town of Rolesville to create a facility in Rolesville to take care of its own senior citizens. More to come on a future agenda.

- The Grande continues to be an issue. Ten residents have moved out due to rent increases. Commissioner Paul is speaking with Senator Bode to see what can be done.
- Working with a developer on an affordable housing plan proposal for senior citizens. The conversation is in its early stages but is deemed promising. More to come on this matter at a later meeting.

7.d. [Commissioner Sneed – Planning Board](#)

Planning Director Meredith Gruber provided a report in the absence of Commissioner Sneed.

- The Planning Board met on December 18th to consider three rezoning cases: Harris Creek Farms, the Woodlief Assemblage, and 4124 Burlington Mills Road (Rolesville Rural Fire Department property). The cases should appear on the Board of Commissioners' February 6th meeting agenda.
- All three cases were recommended for approval by the Planning Board.

7.e. [Commissioner Vilga – Parks & Recreation Advisory Board](#)

No quorum was achieved at the last Parks & Recreation Advisory Board meeting, but Mary Ka Powers was recognized for all of her years of volunteering on the Parks & Recreation Advisory Board and its committees.

8. Communication from Town Staff

8.a. [Parks & Recreation](#)

Parks & Recreation Director June Greene reported on staff members and proposed revisions to the Parks & Recreation Advisory Board by-laws to allow the Administrative Assistant to be the scribe for its meetings.

8.b. [Public Works](#)

Interim Town Manager Eric Marsh provided an update.

- Parks and Recreation and Public Works held a staff development event at Strike and Barrel in Wake Forest.
- Public Works completed some micro-paving in the Hampton Pointe Subdivision. Response from the community was positive.
- Staff will attend a paving preservation conference in Durham in February.
- Withers-Ravenel (engineering firm) is currently conducting the pavement conditions survey for Rolesville. The survey is expected to be completed within the next two weeks. The firm has been asked to provide a financial model with the survey for repair/replacement strategy using Powell Bill funds where needed.
- Withers-Ravenel will also be conducting a sidewalk survey to assist the town in planning concrete and greenway repairs.
- The approved maintenance position will be advertised within the next few weeks. The staff member in this position will focus on and be proficient in HVAC/building maintenance tasks.
- The new Public Works facility is at 95% completion and occupancy is expected to take place in February with a departmental retreat to follow.

9. Old Business

Appointment Recommendations to Advisory Boards

9.a. [Planning Board – Commissioner Sneed](#)

Commissioner Paul reported that the committee recommends the re-appointment of Donnie Lawrence and Jim Schwartz (ETJ) to their last allowable concurrent term on the Planning Board. Additionally, the committee recommends the appointment of Gonzague Erol Ozan to fill the two-year remaining term being vacated by Davion Cross.

Moved by Commissioner Paul to appoint the persons recommended by the committee; seconded by Commissioner Vilga. Motion to approve the appointments carried by a 4-0 vote.

- 9.b. Parks & Recreation Advisory Board – Commissioner Vilga
Moved by Commissioner Vilga to re-appoint Aaron Gauger and appoint Clay Campbell to the Parks & Recreation Advisory Board; seconded by Commissioner Long. Motion to appoint carried by 4-0 vote.

The Board is still looking to appoint a junior advisory board member from Rolesville High School.

10. New Business

- 10.a. [Community Oriented Policing Services \(COPS\) Grant](#)
Police Chief David Simmons reported on the grant award.
- Resolution Establishing Policies Related to Federal Grant Funds.
 - Resolution Accepting COPS Grant.
 - Budget Ordinance Amendment.

Moved by Commissioner Alston to approve the two resolutions and one budget ordinance presented with the grant award report; seconded by Commissioner Paul. Motion for approval carried by 4-0 vote.

Hearings

- 10.b. [Revision to SP21-01 – Cobblestone Village Site Plan](#)
Town Attorney Dave Neill read the following:
Quasi-judicial hearings have characteristics similar to court proceedings. Quasi-judicial decisions must be based only on the evidence presented at the hearing and site visits by the board if any. Witnesses must testify under oath or affirmation. The parties have the right to cross-exam the witnesses. There is a right to present rebuttal evidence. The evidence provided by witnesses must be competent and material. North Carolina General Statute Section 160A-193 prohibits a person from giving opinions about scientific, technical, and other specialized subjects unless the person by knowledge, skill, experience, training, or education is, in fact, an expert on the subject. A person wanting to give an opinion as an expert must first state his or her qualifications to be an expert. North Carolina General Statute 160A-393 specifically prohibits opinions that the use of a property in a particular way would affect the value of other properties or opinions that the increase in vehicular traffic, resulting from a proposed development, would pose a danger to public safety unless the witness is an expert on the subject.

Attorney Neill asked the board members the following questions

1. Is any member predisposed to vote in a particular way on this matter, such that their opinion is fixed, and the evidence presented during this hearing is not likely to influence their decision?
2. Has any board member here discussed this matter with either proponents or opponents or others outside this hearing?

3. Is any member not able to make his or her decision on this matter solely based on the evidence presented at this hearing?

For the record, all members queried answered to the negative. Having received satisfactory answers from all board members to the questions posed by the Town Attorney, the Town Clerk swore in those persons wishing to provide testimony in the hearing.

Upon hearing satisfactory answers from the board members, the Town Clerk swore in those persons wishing to provide testimony.

Mayor Currin opened the evidentiary hearing on SP21-01 – Cobblestone Village Site Plan at 7:58 p.m.

Planning Director Meredith Gruber provided background and introduction on the case under hearing. Staff report submitted into the record.

Worth Mills, Longleaf Law Partners spoke on behalf of the property owner, and applicant and provided an opening statement.

Marty Bizzell, BNK Engineers 6310 Chapel Hill Road, Raleigh

Mr. Bizzell provided an overview of the project as well as specifics on the changes being requested under SP21-01 for the Cobblestone Village Revised Site Plan.

Town Attorney Dave Neill asked Mr. Bizzell if the conditions he referenced at the end of the presentation, specifically, the overflow parking and the \$50K condition were included in the notes section of the site plan and part of the application or were they being newly presented in the meeting. Mr. Bizzell replied that the two conditions noted by Attorney Neill were referenced in the notes section of the revised site plan.

EVIDENCE IN OPPOSITION

NONE

CLOSING STATEMENTS

Worth Mills, Longleaf Law Partners went over the seven Findings of Facts and provided a closing statement.

Town Attorney Dave Neill noted that the proposed site plan revision does not jeopardize the mediated settlement agreement between the town and KDM/Cobblestone regarding the community center that is no longer being built.

Mayor Currin closed the evidentiary hearing on SP21-01 – Cobblestone Village Site Plan at 8:27 p.m.

Commissioner Paul commented that it would have been nice to have additional commercial space versus the additional 12 apartments replacing commercial space. Paul further commented that his opinion is also based upon expressions from residents received which are in agreement.

Moved by Commissioner Alston to approve Site Plan Amendment SP21-01 Cobblestone Village; seconded by Commissioner Vilga. Motion to approve carried by 4-0 vote.

End of Hearings

Human Resources Director Lisa Alston presented the plan for filling the recently vacated Town Manager position as well as proposals from several companies offering to conduct a search for a replacement candidate.

The three proposals received were from:
Baker-Tilley (out of Virginia)
Developmental Associates (local to North Carolina)
Raftelis (out of Ohio)

Moved by Commissioner Alston to enter into a contract with Developmental Associates, approve the corresponding Budget Amendment of \$50,000 to conduct an Executive Search for a new Town Manager, and authorize Interim Town Manager Eric Marsh to mediate the contract for the mayor's signature; motion seconded by Commissioner Paul. Motion carried by 4-0 vote.

11. Communications

11.a. Town Attorney

- With the prior approval of the mediated settlement agreement, and tonight's approval of the site plan, the original Economic Development Agreement (EDA) with KDM is terminated. The obligation to construct a Veterans Memorial is now replaced with a \$50,000 contribution from the developer for its construction, presumably at the new town campus. Also triggered is the obligation to reimburse the town for the damages incurred in the EDA in the amount of \$55,000 to be paid within 30 days from tonight's decision. These amounts are in addition to the \$50,000 site plan amendment condition.
- Attorney Neill noted the need for a Closed Session following the meeting.

11.b. Interim Town Manager

- Construction on the temporary parking lot at the intersection of Main and Young Streets is scheduled to begin.
- Vehicular traffic should be less congested with the completion of asphalt work in the area but concrete work will begin shortly.
- Less traffic will be experienced at the Burlington Mill realignment as the crews work to get the new intersection open.
- A Main Street Project community engagement project event is planned for January 23rd in the C. Frank Eagles Board Room at Town Hall. Cobblestone and Wallbrook representatives will be present for the open house event.
- The final phase of the update to the Town website is coming soon.
- Marsh reported on work being conducted on the proposed revision to the Noise Ordinance.
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11.c. Town Board

Mayor Currin reported on the upcoming Mayors Show.

Closed Session

Moved by Commissioner Vilga to enter Closed Session to consult with the Town Attorney to protect the attorney-client privilege and to discuss a confidential personnel matter. The board will enter closed session pursuant to NCGS 143-318.11(a)(3) and NCGS 143-318.11(a)(6); seconded by Commissioner Alston. Motion to enter closed session carried by 4-0 vote.

12. Adjourn

The Town Board returned from closed session at 8:30 p.m.

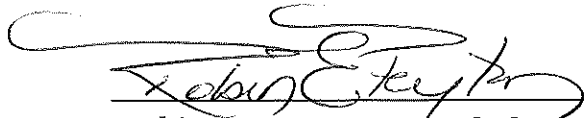
Moved by Commissioner Long to increase the Interim Town Manager's salary by \$30,000 retroactive to December 3, 2023; seconded by Commissioner Vilga. Motion to increase Interim Town Manager's salary retroactively carried by 4-0 vote.

There being no further business before the board, Mayor Currin adjourned the meeting.



Ronnie I. Currin, Mayor

ATTEST:



Robin E. Peyton, Town Clerk

