



Minutes of the Roanoke Rapids City Council

A regular meeting of the City Council of the City of Roanoke Rapids was held on **Tuesday, August 16, 2022 at 5:30 p.m.** in the Council Chambers at the Lloyd Andrews City Meeting Hall.

Present: Emery G. Doughtie, Mayor
Carl Ferebee, Mayor Pro Tem
Sandra W. Bryant)
Wayne Smith)
Rex Stainback)

Council Members

Kelly Traynham, City Manager
Geoffrey Davis, City Attorney
Traci Storey, City Clerk
Carmen Johnson, Finance Director
Christina Caudle, Human Resources Director
Bobby Martin, Police Chief
David Wise, Planning & Development Director
John Simeon, Parks & Recreation Director
Larry Chalker, Public Works Director
Jason Patrick, Fire Chief
Tony Hall, Main Street Development Director

Absent: Suetta S. Scarbrough, Council Member

Mayor Doughtie called the meeting to order and opened with an invocation.

Adoption of Business Agenda

Mayor Doughtie asked Council members if there were any known conflicts of interest with respect to the matters before them this evening. There being no conflicts, motion was made by Mayor Pro Tem Ferebee, seconded by Councilwoman Bryant and unanimously carried to adopt the agenda as presented.

Special Recognitions

Fire Department

Fire Chief Patrick recognized the following New Hires and Promotions:

Tyler Moseley	New Hire (July 2021)	Firefighter
Jarrold Wood	New Hire (Nov. 2021)	Firefighter
Matt Cope	New Hire (June 2022)	Firefighter
Darrell Sanders	Promotion (Feb. 2022)	Engineer
Hunter Whitmire	Promotion (Aug. 2022)	Engineer
Darrell Miles	Promotion (Aug. 2022)	Lieutenant

Approval of City Council Minutes

Motion was made by Councilman Stainback, seconded by Mayor Pro Tem Ferebee and unanimously carried to approve the June 13, 2022 Special Meeting and June 21, 2022 City Council Regular Meeting minutes as drafted.

Committee Appointments

Senior Center Advisory Committee

City Clerk Storey reported the terms for William Mueller, Maggie Anthony and Wilma White on the Senior Center Advisory Committee will expire August 2, 2022. Mr. Mueller has served the maximum number of 2 consecutive terms allowed by City policy. Council has the authority – and has done so in the past – to waive this section of the policy.

She reported Council took a ballot vote earlier and all three candidates received a unanimous vote. She requested City Council consider a motion to waive the City Policy for William Mueller and reappoint Mr. Mueller, Maggie Anthony and Wilma White to the Senior Center Advisory Committee.

Motion was made by Mayor Pro Tem Ferebee, seconded by Councilwoman Bryant and unanimously carried to waive the City Policy for William Mueller and reappoint Mr. Mueller, Maggie Anthony and Wilma White to the Senior Center Advisory Committee.

Recreation Advisory Committee

City Clerk Storey stated the terms for Margaret Clark, Artie Jones and Todd Lockamon on the Recreation Advisory Committee will expire on September 9, 2022. Mr. Jones and Ms. Clark did not wish to serve another term. This leaves two (2) vacancies on the committee. Mr. Kenneth Hicks has submitted a volunteer application to serve on this committee.

She said Mr. Lockamon has served the maximum number of 2 consecutive terms allowed by City policy. Again, Council has the authority – and has done so in the past – to waive this section of the policy.

She reported Council took a ballot vote earlier and Mr. Lockamon and Mr. Hicks received a unanimous vote. She requested City Council consider a motion to waive the City Policy and reappoint Todd Lockamon and to appoint Kenneth Hicks to the Recreation Advisory Committee.

Motion was made by Councilwoman Bryant, seconded by Mayor Pro Tem Ferebee and unanimously carried to waive the City Policy and reappoint Todd Lockamon and to appoint Kenneth Hicks to the Recreation Advisory Committee.

New Business

Consideration of Budget Ordinance No. 2022.15 – Vidant Grant for Fire Department

Finance Director Johnson announced Vidant Health, a community health advocate, through donors, offered first responders who applied for funds to update/purchase their AED (automated external defibrillator) equipment. The Fire Department was given \$10,000. She presented Budget Ordinance No. 2022.15 for their consideration.

**Ordinance No. 2022.15
CITY OF ROANOKE RAPIDS
BUDGET AMENDMENT**

BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF ROANOKE RAPIDS:

SECTION 1. The following additional amounts are hereby appropriated for the operation of City Government and its activities for the fiscal year beginning July 1, 2022 and ending June 30, 2023, according to the following schedule:

SCHEDULE A – PROJECT FUND REVENUES

Fire Dept. Grant - Vidant	
Project Revenues – Fire Dept.	\$10,000.00
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FUND PROJECT TOTAL	\$10,000.00

SECTION 2. The following additional revenues and reductions in appropriations are available for the fiscal year beginning July 1, 2022 and ending June 30, 2023, in order to meet the foregoing appropriations, according to the following schedule:

SCHEDULE B – PROJECT FUND EXPENDITURES

Fire Dept. Grant - Vidant	
Project Expenditures – Fire Dept.	\$10,000.00
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FUND PROJECT TOTAL	\$10,000.00

SECTION 3. This ordinance shall become effective upon adoption.

Emery G. Doughtie, Mayor

Motion was made by Mayor Pro Tem Ferebee, seconded by Councilwoman Bryant and unanimously carried to adopt Budget Ordinance No. 2022.15 in order to increase the FY2022-2023 budget in the amount of \$10,000.

Consideration of Budget Ordinance No. 2022.16 – Vidant Grant for Police Department

Finance Director Johnson stated the Police Department was awarded the same grant as the Fire Department from Vidant in the amount of \$10,000. She presented Budget Ordinance No. 2022.16 for City Council’s consideration.

**Ordinance No. 2022.16
CITY OF ROANOKE RAPIDS
BUDGET AMENDMENT**

BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF ROANOKE RAPIDS:

SECTION 1. The following additional amounts are hereby appropriated for the operation of City Government and its activities for the fiscal year beginning July 1, 2022 and ending June 30, 2023, according to the following schedule:

SCHEDULE A – PROJECT FUND REVENUES

Police Dept. Grant - Vidant	
Project Revenues – Police Dept.	\$10,000.00
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FUND PROJECT TOTAL	\$10,000.00

SECTION 2. The following additional revenues and reductions in appropriations are available for the fiscal year beginning July 1, 2022 and ending June 30, 2023, in order to meet the foregoing appropriations, according to the following schedule:

SCHEDULE B – PROJECT FUND EXPENDITURES

Police Dept. Grant - Vidant	
Project Expenditures – Police Dept.	\$10,000.00
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FUND PROJECT TOTAL	\$10,000.00

SECTION 3. This ordinance shall become effective upon adoption.

Emery G. Doughtie, Mayor

Motion was made by Mayor Pro Tem Ferebee, seconded by Councilwoman Bryant and unanimously carried to adopt Budget Ordinance No. 2022.16 in order to increase the FY2022-2023 budget in the amount of \$10,000.

Consideration of Budget Ordinance No. 2022.17 – State Library Aid (ARPA)

Finance Director Johnson reported State Aid awarded additional ARPA funds to libraries across NC and our library was awarded \$44,253 in a lump sum. These funds can be used for salaries, operating costs, equipment, and materials - and are separate from our regular monthly State Aid payments. The City has until the end of 2024 to use these funds. She presented Budget Ordinance No. 2022.17 for their consideration.

**Ordinance No. 2022.17
CITY OF ROANOKE RAPIDS
BUDGET AMENDMENT**

BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF ROANOKE RAPIDS:

SECTION 1. The following additional amounts are hereby appropriated for the operation of City Government and its activities for the fiscal year beginning July 1, 2022 and ending June 30, 2023, according to the following schedule:

SCHEDULE A – PROJECT FUND REVENUES

Additional State Aid - ARPA	
Project Revenues – Library	\$44,253.00
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FUND PROJECT TOTAL	\$44,253.00

SECTION 2. The following additional revenues and reductions in appropriations are available for the fiscal year beginning July 1, 2022 and ending June 30, 2023, in order to meet the foregoing appropriations, according to the following schedule:

SCHEDULE B – PROJECT FUND EXPENDITURES

Additional State Aid - ARPA	
Project Expenditures – Library	\$44,253.00
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FUND PROJECT TOTAL	\$44,253.00

SECTION 3. This ordinance shall become effective upon adoption.

Emery G. Doughtie, Mayor

Motion was made by Mayor Pro Tem Ferebee, seconded by Councilman Stainback and unanimously carried to adopt Budget Ordinance No. 2022.17 in order to increase the FY2022-2023 budget in the amount of \$44,253.

City Manager's Report

City Manager Traynham reported the Kirkwood Adams Community Center will be closed throughout the month of September for the restroom renovations. The City

contracted with A.R. Chesson Construction out of Williamston, NC to upgrade the restrooms. The project should be completed by the end of September and in time for the holiday season.

She reported eight City employees were currently participating in the Bridge Builders program with the Roanoke Rapids Graded School District. The program pairs volunteers with a student at Chaloner Middle School who has been identified by the school district as someone that may need some support and encouragement. It started off as a pilot program last winter and ended at the end of the school year so this will be the first full school year of the program. Volunteers dedicate approximately 30 minutes per week with a child throughout the school year. She thanked the volunteers participating because it does make a difference in the lives of the youth in the community.

City Manager Traynham announced on Saturday, August 20th there would be a Back to School event at Rochelle Park from 12 noon until 4 p.m. The event includes school supplies, haircuts, games and more. The Police Department is involved with the event along with Lighthouse Ministries.

She also announced on Friday, August 26th from 5:30 – 8:30 p.m. the Chamber's Concert in Park will be held at Centennial Park in conjunction with the Fire Safety Fair. Booths will be set up in the Lloyd Andrews Building to distribute educational materials.

She reminded City Council that the City is currently accepting sealed bids for the Roanoke Rapids Theatre. The bids need to be submitted by September 12, 2022 at 12 noon. Shortly after, staff will open the bids at City Hall, report the received figures and then present the results to City Council at the September 20th meeting.

City Manager Traynham stated the Main Street Board of Directors is scheduled to meet at 2 p.m. on August the 25th at the Parrish House. Main Street Director Tony Hall has taken the lead to implement the State Directed Grant funds awarded from the NC Legislature. She thanked Representative Michael Wray and his leadership across the state with these grant funds that are making these projects possible within the community.

Mayor Pro Tem Ferebee asked how the City was handling Kirkwood Adams being closed since September is typically a busy month.

Parks & Recreation Director Simeon replied they have set some of the reservations up at the City's other facilities. For instance, they are working with Jean Reeves to hold the veterans meetings at Lloyd Andrews and the Senior Center. He has worked

with others to help accommodate them with alternate City-owned locations. They typically book nine months out so when they first talked about scheduling the renovations September was the first month after that time period that was open.

Councilman Smith asked if a date had been set for the ethics training for newly elected officials. City Clerk Storey replied she has access to the webinar but had been waiting on Ms. Scarbrough to schedule a date. Councilman Smith asked if it could be set up at City Hall. City Clerk Storey replied yes that could be arranged.

Finance Director's Report

Finance Director Johnson presented the financial report for the period ending July 31, 2022. The General Fund year to date receipts totaled \$92,138.08 which is typical because the City does not usually receive revenues until September. General Fund year to date expenditures totaled \$1,917,441.04. This is due to contract renewals, annual subscriptions and insurance, and is the normal trend for July each year. As a result, Year-To-Date Expenditures exceeded Revenues by \$1,825,302.96.

Councilman Smith asked if some of the capital expenditures were part of the \$1.9M. Finance Director Johnson replied yes. He asked why there would be such a large deficit because they already had the money for that. She said this report just shows revenues versus expenses for the month of July.

Mayor Pro Tem Ferebee asked how much the City expects to receive in Powell Bill Funds. Finance Director Johnson replied it should be approximately \$434,000.

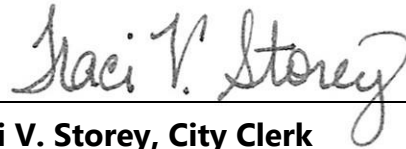
Mayor Doughtie asked if the \$43,000 of ARPA funds received from the State for the library that could be used toward salaries mean they can use monies City Council allocated in the budget for salaries for something else. Finance Director Johnson replied yes, it is just like they did before with the ARPA money by replacing it for salaries. City Manager Traynham added that they could offset the budgeted funds in the current salary line item and supplant it with the recent grant award.

Mayor Doughtie said the City received \$250,000 from the NC General Assembly for improvements for main street and they are working on those now. They also received \$3.5M to pay off the debt payment for the 2017B loan on the Theatre that the City was paying \$350,000 per year on. He stated that was like getting \$350,000 in revenue and it will be approximately a \$1M increase when they pay off the other note. That was a tremendous help to the City. Public Works also received \$1M for storm water management work. He said in a recent meeting in Scotland Neck, they heard from other municipalities in Northampton and Halifax Counties where they have received monies as well. The Mayor of Scotland Neck said they received \$12M for waste water

treatment and upgrading their systems. Northampton County as a whole will be getting a new courthouse. He said there is a lot of money coming to Halifax and Northampton County from the taxpayers of North Carolina through the acts of the General Assembly. Our representatives there did us some good deeds last year to get us that kind of money.

Adjournment

There being no further business, motion was made by Councilman Stainback, seconded by Mayor Pro Tem Ferebee and unanimously carried to adjourn. The meeting adjourned at 6:10 p.m.



Traci V. Storey, City Clerk

Approved by Council Action on: September 20, 2022