



Board of Commissioners
Special Meeting Work
Session
January 28, 2025
6:30 p.m.

Present: Mayor Ronnie Currin
Mayor Pro Tem April Sneed
Commissioner Dan Alston
Commissioner Michael Paul
Commissioner Paul Vilga
Town Attorney Dave Neill
Town Manager Eric Marsh
Town Clerk Christina Ynclan
Finance Director Amy Stevens

MINUTES

1. [Call to Order](#)

Mayor Currin called the meeting to order at 6:31 p.m.

2. [Consideration of Agenda](#)

Motion to remove the closed-session section from the Consent Agenda by Commissioner Long, second by Commissioner Paul and carried by unanimous vote.

3. [Consent Items of Agenda](#)

3.a Consent 2025 Advisory Board Schedules

3.b Consent of Lowest Bid Contract on The Mill Bridge Nature Park Improvement Project – Parks & Recreation Director June Green

Motion to approve the consent items on the agenda by Commissioner Alston, and second by Commissioner Paul and carried by unanimous vote.

4. Review of Wake County Satellite Site - Finance Director Amy Stevens

- Finance Director Amy Stevens presented a comprehensive review of the Tax Payment Satellite Site in Wake County. The Town Hall currently accepts payments for both Town and City of Raleigh Water & Sewer bills, as well as Wake County Property Taxes. Over the past decade, there has been a significant decline in in-person tax payments at municipal sites, with Rolesville experiencing a 66% decrease in this service over the past ten years. Rolesville taxpayers account for approximately 12% of the users of this service.
- Wake County has requested that all municipal sites contribute to the cost of a \$1 million liability insurance policy in order to continue offering in-person tax payment services. In addition to in-person payments, Wake County provides several other payment methods, including by mail, online through checking account drafts, credit/debit cards, and online bank bill-pay. With multiple payment locations available, the nearest in-person payment site to Rolesville is located 6.5 miles away.
- Based on the data presented to the Board, the staff recommend closing the Rolesville satellite site and notifying Wake County of the closure by June 30, 2025.
- Commissioner Paul inquired about whether Wake County provides a commission fee for this service from the Town of Rolesville. The commission amount was a total of \$58 for December
- Mayor Currin made a comment with concerns about the demographics of the people that come in to pay their Wake County taxes as their only form of payment and the inconvenience. He wanted to make there is enough information for getting the message out to the community concerning the new options to help alleviate the transition.
- Finance Director Amy Stevens, response to the concerns addressed by the Board was the goal to take advantage of all communications to the community through Wake County's social media and implementation of the tax bill and website notifications as well as the town of Rolesville providing all forms of notification communications.

5. Rolesville Fire Department Unification Agreement – Town Manager Eric Marsh & Town Attorney Dave Neill

- Town Manager Eric Marsh, in collaboration with the Fire Department, Finance Department, Human Resource Department and Town Attorney Dave Neill, has worked on finalizing the Definitive Unification Agreement and overseeing the transition of new employees in the coming months. This process also includes future planning and a proposed new name for the Rolesville Fire Department.
- During the meeting, Commissioner Paul recused himself from discussions on this topic while Attorney Neill provided updates. The key discussions surrounding the unification and joint resolution have been ongoing since May 2021, with significant progress leading to a finalized draft agreement. As of May 2024, all critical terms of the agreement have been settled.
- Under the finalized agreement, the real estate located at 4124 Burlington Mill Road will remain under the ownership of the Rolesville Rural Fire Department. However, a fire truck from the site will be retained by the town for museum purposes. The final agreement will also outline the necessary transition steps, ensuring a smooth implementation process.
- The closing schedule has been set, with signing and finalization expected on June 30th, and the official transition of the Rolesville Fire Department to the town occurring on July 1st.
- Additionally, financial allocations remain a key component of the agreement, with certain funds pending a finalized arrangement with Wake County. Plans for breaking ground on the new Municipal Complex Site are scheduled for the fall of 2025. This site development includes both the Fire & Police Departments breaking ground, date to be determined.
- There Rolesville Fire Department will continue to have volunteer firefighters as non-benefited employees with the Town of Rolesville. The Town will follow the IRS guidelines and regulations regarding any financial responsibility.
- Town Attorney Dave Neill recommended that the Board of Commissioners move forward to approve the Rolesville Fire Consolidation Agreement to be held during the next Regular Meeting on February 4, 2025.
- The Fire Department’s Attorney Michael Paul stated that everything is moving along well, and they are almost to the finish line, and we don’t

foresee any problems and intend to meet on February 4, 2025.

6. Communications

- Town Manager Eric Marsh mentions that he will be attending the North Carolina City County Managers' seminar the following week. Assistant Town Manager Steven Pearson will also be attending the seminar. The topics will pertain to learning and networking. The seminar is being held in Winston Salem, NC.
- The grand opening of Pixels Bar + Arcade, located at Cobblestone Village, 110 Bluestone Crossing Road, took place on Saturday, February 1, 2025. Town Manager Eric Marsh wanted to encourage the community to go out and support their local businesses.
- Currently there are no Main Street Project updates at the time, but he emphasized the residents subscribe to the Rolesville News Blast for all the latest updates.
- There was a recent Executive Order that froze the COPS Grant, but we foresee that it would reopen soon. The Police Department did submit the most recent COPS reimbursement before the grant freeze took place.
- There may be a temporary pause with any additional reimbursements for other grants.
- Mayor Ronnie Currin made a final statement by mentioning the Mayor's Show featuring Black History Month. The guests on the show will include Jonesville Community residents and New Bethel Baptist Church members. This will be a production show instead of a typical podcast. It takes place on the second Thursday of the month. East Wake TV, Matt Sullivan and Rolesville Communication Specialist, Kandice Scarberry will be assisting in the production of The Mayor's Show.

~~Closed Session~~ (item removed from the agenda as per the Board's approval)

7. Adjourn

There being no further business before the board, Mayor Currin made a motion to adjourn the meeting at 7:39 p.m.

Christina Ynclan, Town Clerk

ATTEST:

Ronnie I. Currin, Mayor