Minutes of the Roanoke Rapids City Council

A regular meeting of the City Council of the City of Roanoke Rapids was held on **Tuesday, July 7, 2026, at 5:30 p.m.** in the Council Chambers at the Lloyd Andrews City Meeting Hall.

Present: Emery G. Doughtie, Mayor
Sandra W. Bryant, Mayor Pro Tem

W. Keith Bell)
Andy Jackson)
Rex Stainback)
Curtis Strickland)

Council Members

Kelly Traynham, City Manager
Geoffrey Davis, City Attorney
Traci Storey, City Clerk
Carmen Johnson, Finance Director
Lawrence Wiggins, Police Chief
Ashley Thomas, Main Street Director
Kristyn Anderson, Planning & Development Director
Kelly Daughtry, Parks & Recreation Director
Richard Cook, Fire Chief

Absent: Christina Caudle, Human Resources Director
Larry Chalker, Public Works Director

Mayor Doughtie called the meeting to order at 5:30 p.m.

Mayor Doughtie provided an invocation. The Pledge of Allegiance was recited.

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 and called for a motion to adopt the meeting agenda as presented.

There being no conflicts, motion was made by Councilman Bell, seconded by Councilman Jackson, and unanimously carried to adopt the agenda as presented.

Special Recognitions

BARC Scholarship Award

Ms. Krista Rourk with the BARC Committee recognized the 2026 BARC Scholarship Award recipient, Catherine Johnson. Catherine is the daughter of Carmen Johnson (Finance Director) and Cliff Johnson. She is a graduate of Northeast Academy who distinguished herself through both academic excellence and personal character. She maintained a cumulative weighted GPA of 4.2 which included honors and dual-enrollment courses. She will be attending NC State University and plans to study psychology with the goal of becoming a mental health counselor. She was presented with a $500 scholarship from the BARC Committee which is funded through contributions from city employees, staff and some council members; no city funds are involved in this program.

Wave Makers Youth Entrepreneurial Program

Main Street Director Thomas stated the Main Street Department recently held the Roanoke Rapids Wavemakers Youth Entrepreneurship Program which introduces youth to entrepreneurship through business development and civic engagement. Students participating in the program developed business ideas while learning the responsibilities and opportunities associated with business ownership. This recognition acknowledges the accomplishments of the program's inaugural cohort. In addition, students who completed the City's Youth Business Registration process will receive their official Youth Business Registration certificates during the meeting.

She recognized the inaugural cohort of students who successfully completed the 2026 Wavemakers Entrepreneurship Program: Yahir Claudio, Yarelly Claudio, Di'Maruis Daniels, Kayla Dennis, Joshua Dennis, Maleah E. Freeman, Isaiah M. Gibbs, and Camillus R. Rogers. She presented official Youth Business Registration certificates to the following participants who completed the City's Youth Business Registration process:

- **Isaiah Gibbs** - Owner of Fork It Over (Prepares and serves ready-made meals)
- **Kayla Dennis** - Owner of Kayla’s Design Workshop and More (Creative designs and beauty services)
- **Maleah Freeman** – Owner of Cozy Cub Care (Quality, dependable babysitting for kids ages 4-10 years old)
- **Camillus Rogers** – Owner of RCC Dash (Themed photo experiences, miniature vehicle displays, non-alcoholic beverages and related branded merchandise)

Mayor Doughtie stated each of the students did a great job speaking before City Council. He told them a story about when he was young and spoke in front of a crowd for the first time. He said speaking in front of a crowd is difficult, but it will get easier each time they do it. He applauded them for doing a great job and said it is good to see young people take advantage of things the city offers. He encouraged them to participate in opportunities with school as well. He presented each student with a City pin.

City Manager Traynham added the program was really special. She had the opportunity to participate in some aspects of it and the students did a great job. In one session, they focused on a community problem. She was encouraged by them and looked forward to seeing their path continue.

Councilman Stainback said he was lucky enough to be invited to the student's presentations. He was very impressed; they did a great job. He thinks they will go to the top if they aren't already there. He thanked Main Street Director Thomas for having the program and hopes they can do it every year.

Public Comment (Unscheduled)

Wayne Smith

Mr. Smith stated he was here to talk about Pete. Mayor Doughtie interrupted Mr. Smith to remind him to speak on the subject as much as possible. Mr. Smith continued, saying he had been with the City for sixteen years. He accomplished a whole lot. He worked with people and was named Officer of the Year. But he was forced to put in his resignation. Why? Because of intimidation and harassment. He didn't deserve that. He was responsible for a lot of the city animal control. People liked him. He liked him. Pete documented everything that was done that he did for this city. He put it down on paper. But he had two people that intimidated him and harassed him in the police department and he was a policeman. He talked to the City Manager, but she did not discuss personnel matters. He said he obtained a copy of the memorandum that the Chief sent out. It said that no time will any officer outside of the Police Chief contact the City Attorney, not to get any legal advice or anything. It also noted the City Manager provides executive oversight but is not a direct supervisor of individual law enforcement agency. He thought the City Manager had authority over all the departments in the City. He might have been mistaken. Maybe she's lost control of her employees. He backed her constantly when he was on Council. He stated he did not like the way that Pete was treated in City of Roanoke Rapids. He was a good employee for the city and was not treated right. He doesn't blame him for resigning; he got a good job with the County. The City lost a good man, but the County

county got an excellent man. He said he helped get three of the Council members on Council with the Mayor's help and could not believe what the City Council has allowed to happen.

Approval of City Council Minutes

Motion was made by Mayor Pro Tem Bryant, seconded by Councilman Stainback, and unanimously carried to approve the June 16, 2026, Regular City Council Meeting minutes as drafted.

New Business

Resolution for Governor's Highway Safey Program Grant (Year 3)

Finance Director Johnson said in Fiscal Year 2024-2025, the Roanoke Rapids Police Department was approved for a 3-year grant from the North Carolina Governor's Highway Safety Commission. This is the third year of the federal grant which requires a local match of 50% in FY2027. This grant funded the purchase of a patrol vehicle and funds the salary and benefits for one Traffic Safety Officer position. A resolution for year 3 has been drafted reconfirming the program agreement and verifying that the grant revenue/expense is in the FY2027 adopted budget.

Resolution No. 2026.05
North Carolina Governor's Highway Safety Program
LOCAL GOVERNMENTAL RESOLUTION

WHEREAS, the Roanoke Rapids Police Department (herein called the "Agency") has completed an application
(The Applicant Agency)

contract for traffic safety funding; and that The City of Roanoke Rapids (herein called the "Governing Body")
(The Governing Body of the Agency)

has thoroughly considered the problem identified and has reviewed the project as described in the contract;

THEREFORE, NOW BE IT RESOLVED BY THE City of Roanoke Rapids, IN OPEN MEETING ASSEMBLED IN
(Governing Body)

THE CITY OF Roanoke Rapids, NORTH CAROLINA, THIS 7th DAY OF July, 2026, AS FOLLOWS:

1. That the project referenced above is in the best interest of the Governing Body and the general public; and
2. That City Manager Kelly Traynham is authorized to file, on behalf of the Governing Body, an application
(Name and Title of Representative)
contract in the form prescribed by the Governor's Highway Safety Program for federal funding in the amount of $39,200.00 to be made to the Governing Body to assist in defraying the cost of the project
(Federal Dollar Request)
described in the contract application; and

3. That the Governing Body has formally appropriated the cash contribution of $39,200.00 as required by the (Local Cash Appropriation) project contract; and
4. That the Project Director designated in the application contract shall furnish or make arrangement for other appropriate persons to furnish such information, data, documents and reports as required by the contract, if approved, or as may be required by the Governor's Highway Safety Program; and
5. That certified copies of this resolution be included as part of the contract referenced above; and
6. That this resolution shall take effect immediately upon its adoption.

DONE AND ORDERED in open meeting by Mayor Emery G. Doughtie
(Chairperson/Mayor)

ATTESTED BY: Traci V. Storey
(Clerk)

DATE: 7/7/2026

Motion was made by Councilman Stainback, seconded by Councilman Strickland, and unanimously carried to adopt Resolution No. 2026.05 accepting the NC Governor's Highway Safety Program Grant Agreement and funding for Year 3.

Budget Amendment 2026.28 (Police Dept. – National Night Out)

Finance Director Johnson said the City received $1,257.97 from the Town of Weldon to support the Police Department's annual National Night Out scheduled for August 4, 2026, at Kirkwood Adams Community Center. She presented the following budget ordinance for their consideration:

Ordinance No. 2026.28
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, 2026, and ending June 30, 2027, according to the following schedule:

SCHEDULE A – PROJECT FUND REVENUES

Police Dept. – National Night Out	
Project Revenues – Police Dept.	**$1,257.97**
FUND PROJECT TOTAL	**$1,257.97**

SECTION 2. The following additional revenues and reductions in appropriations are available for the fiscal year beginning July 1, 2026, and ending June 30, 2027, in order to meet the foregoing appropriations, according to the following schedule:

SCHEDULE B – PROJECT FUND EXPENDITURES

Police Dept. – National Night Out	
Project Expenditures – Police Dept.	**$1,257.97**
FUND PROJECT TOTAL	**$1,257.97**

SECTION 3. This ordinance shall become effective upon adoption.

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Emery G. Doughtie, Mayor

Motion was made by Councilman Strickland, seconded by Councilman Jackson, and unanimously carried to adopt Ordinance No. 2026.28 in the amount of $1,257.97 for National Night Out.

Budget Amendment 2026.29 (OSC Unauthorized Substance Tax)

Finance Director Johnson said the Police Department received OSC Unauthorized Substance Tax funds in the amount of $418.43. She presented the following budget ordinance for their consideration:

Ordinance No. 2026.29
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, 2026 and ending June 30, 2027, according to the following schedule:

SCHEDULE A – PROJECT FUND REVENUES

Police – OSC Unauthorized Substance Tax	
Project Revenues - OSC Unauthorized Substance Tax	**$418.43**
FUND PROJECT TOTAL	**$418.43**

SECTION 2. The following additional revenues and reductions in appropriations are available for the fiscal year beginning July 1, 2026 and ending June 30, 2027, in order to meet the foregoing appropriations, according to the following schedule:

SCHEDULE B – PROJECT FUND EXPENDITURES

Police – OSC Unauthorized Substance Tax	
Project Expenditures - OSC Unauthorized Substance Tax	**$418.43**
FUND PROJECT TOTAL	**$418.43**

SECTION 3. This ordinance shall become effective upon adoption.

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Emery G. Doughtie, Mayor

Motion was made by Councilman Bell, seconded by Mayor Pro Tem Bryant, and unanimously carried to adopt Ordinance No. 2026.29 in the amount of $418.43 for OSC Unauthorized Substance Tax.

Budget Amendment 2026.30 (Property Insurance)

Finance Director Johnson said originally $250,000.00 was budgeted for the City's property insurance, but the final bill came in at $258,151.00. Also, the Chaloner Recreation building was not covered by flood insurance therefore, an additional $9,036.00 is needed, for a total increase of $17,187.00 to the City's property insurance budget. She presented the following budget ordinance for their consideration:

Ordinance No. 2026.30
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, 2026, and ending June 30, 2027, according to the following schedule:

SCHEDULE A – PROJECT FUND REVENUES

Fund Balance – General Government – Property Insurance	
Project Revenues – General Government	**$17,187.00**
FUND PROJECT TOTAL	**$17,187.00**

SECTION 2. The following additional revenues and reductions in appropriations are available for the fiscal year beginning July 1, 2026, and ending June 30, 2027, in order to meet the foregoing appropriations, according to the following schedule:

SCHEDULE B – PROJECT FUND EXPENDITURES

Funding to General Fund – General Government – Property Insurance	
Project Expenditures – General Government	**$17,187.00**
FUND PROJECT TOTAL	**$17,187.00**

SECTION 3. This ordinance shall become effective upon adoption.

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Emery G. Doughtie, Mayor

Mayor Pro Tem Bryant asked if the Chaloner Recreation building had flood insurance prior to this. Finance Director Johnson replied no. City Manager Traynham added that the property is located within a FEMA floodway. The City's previous insurance carrier was not able to cover that building because of the high risk of loss. Through the NCLM insurance, there is a separate policy. It is a special policy designed for city properties in flood risk areas. The City would not be able to rebuild in the same location, but the insurance money would return actual cash value on it that would

assist with demolition should it be substantially damaged or require substantial repair. Substantial is anything that is 50% or more of the assessed value of the property or building itself. It came close to substantial damage in the past. Without the insurance the City would be responsible for 100% of the damage costs.

Mayor Doughtie asked if they only had a price from that one company because it seems a little high. City Manager Traynham stated it was high because it is a high-risk property. It is in the middle of the Chockoyotte Creek floodway. Attorney Davis added that most insurance companies would not even let them get insurance on it.

City Manager Traynham said in 2012, the property flooded pretty substantially. It stayed below the substantial threshold. She said they could decline the insurance and have no insurance on it, but this is an opportunity to have insurance on a building which traditionally they are not able to insure on most policies.

Mayor Doughtie asked about not being able to rebuild should something substantial happen. City Manager Traynham said they could not rebuild in the same footprint; it would have to be outside of the floodway. He asked if it was demolished what would be the amount they would receive. She replied it was the actual cash value of the building which is close to $200,000.

Councilman Bell asked if these funds were in the original budget that was presented and what kind of adjustments have been made so they can stay within their means. Finance Director Johnson said it was not in the budget City Council just passed, but they just received the bill including the flood insurance for the building.

Mayor Doughtie said he believed Councilman Bell was asking about fund balance. He asked Finance Director Johnson if she was prepared to report about where she thought they would end up for year end. She replied not tonight. She is doing a fund balance reconciliation and will have the auditor look at it. As of the last report they still had a substantial amount of money to receive up until August for the previous year.

Mayor Doughtie asked Finance Director Johnson if she felt comfortable about saying they would not have to use the $700,000 of fund balance they budgeted for last year. She replied she looked at the previous year, and they had about $200,000 left so she thinks they will be around that same scenario for this year.

Motion was made by Councilman Bell, seconded by Councilman Stainback, and unanimously carried to adopt Ordinance No. 2026.30 in the amount of $17,187.00 for the General Government Property Insurance.

Budget Amendment 2026.31 (Police Dept. – Live Scan Equipment)

Finance Director Johnson reminded City Council that they previously adopted a budget ordinance for live scan equipment for the Police Department. She explained due to State regulations and inspection, the vendor was not able to deliver the live scan machine before the end of June 2026. The new delivery is scheduled for July 2026, so the funds need to come out of FY26-27. Therefore, the funds originally designated in FY25-26 in Ordinance No. 2026.17 will go back into fund balance and the new budget amendment will allocate the funds to the appropriate fiscal year. The budget amendment is slightly more due to the fact some funding for the equipment was coming out of other budgeted funds in FY25-26 which have been carried over; it will basically be a wash. She asked City Council to rescind the previous budget ordinance and presented the following new budget ordinance for their consideration:

Ordinance No. 2026.31
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, 2026, and ending June 30, 2027, according to the following schedule:

SCHEDULE A – PROJECT FUND REVENUES

Fund Balance – Police Department Live Scan Equipment	
Project Revenues – Police Department Live Scan Equipment	**$33,020.00**
FUND PROJECT TOTAL	**$33,020.00**

SECTION 2. The following additional revenues and reductions in appropriations are available for the fiscal year beginning July 1, 2026, and ending June 30, 2027, in order to meet the foregoing appropriations, according to the following schedule:

SCHEDULE B – PROJECT FUND EXPENDITURES

Funding to General Fund – Police Department Live Scan Equipment	
Project Expenditures – Police Department Live Scan Equipment	**$33,020.00**
FUND PROJECT TOTAL	**$33,020.00**

SECTION 3. This ordinance shall become effective upon adoption.

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Emery G. Doughtie, Mayor

Motion was made by Councilman Jackson, seconded by Councilman Strickland, and unanimously carried to rescind Ordinance No. 2026.17 and adopt Ordinance No. 2026.31 in the amount of $33,020.00.

City Manager's Report

City Manager Traynham stated they were moving forward with the contract with Bernard Robinson & Company, LLP ("BRC") to receive independent auditing and financial statement services for Fiscal Year 2026. The initial Standard Contract was submitted to and approved by the Local Government Commission (LGC).

She said they were in the first week of the new fiscal year and closing out the previous year so this time of year there is a lot of reporting due such as the Powell Bill and other demographic surveys.

City Manager Traynham said they received an update on a bridge inspection (bridge 410149 over Chockoyotte Creek) completed by a contractor with NCDOT. The City received a proposal from Wetherill Engineering intended to satisfy the NCDOT FHWA's timeline requirements while trying to slow down the deterioration rate of the bridge. The proposal includes a scope of services for a lump sum of $16,035 for engineering services related to bridge repair. The scope includes design and construction administration services. This lump sum fee includes the production of repair plans and details, construction documents, bid assistance, and construction inspections. It does not include the construction costs. The actual construction costs would be formally bid out in accordance with their plans. They do expect it will cost less than $100,000 for the critical repairs and ones needed to clear the inspection. The bridge still has lifespan left in it. According to a letter received last night, they recommend lowering the weight limit from 8 tons to 5 tons with signage stating "No Truck/Buses Allowed" at both ends of the bridge. If City Council desires to proceed with the repairs to the bridge, they would need to prepare a budget amendment for an upcoming meeting to fund the engineering services contract. They have talked about bridge replacement in the past that could accommodate heavier equipment, but that could cost upwards of $750,000. Knowing there is some longevity in the current bridge, she recommends making repairs as opposed to replacement at this time.

She provided the following updates from City Administration:

Parks & Recreation

- Up to 231 registrations across the youth summer camps.
- Doyle Field –
    - Volunteers replaced the deck at the concession stand with an ADA compliant access path.
    - The Static's last home game of the season is Sunday, July 19 at 6:00 PM.
- Aquatics – a swim meet will be held on Thursday, July 9 – the outdoor pool will be closed for preparation. Outdoor pool is open daily, 1:00-5:00. Swimming lessons will start July 13.

Fire Department

- Participated in the RR Police Camp
- Supported the Gaston Kids Camp
- Conducted fire extinguisher training for Halifax Gastro
- Took part in a Scott Self-Contained Breathing Apparatus (SCBA) demonstration in preparation for next year's AFG
- Prepared for and Participated in July 4th activities and anticipated extreme heatwave. To reduce the load on Halifax County EMS during the holiday, preparations were in place to establish our own on-scene rehab for personnel.

Code Enforcement Activity (Planning, Public Works)

- Minimum Housing. In accordance with procedural requirements, the Planning Dept. actions led to the "securing" of 11 vacant properties with the assistance of the Public Works Department (securing a property may include boarding or barriers to entry).
- Unsafe Building(s). Efforts are underway to communicate with heirs of People's Theater owner following the recent collapse of certain structural components. Public Works moved to secure to prevent access to the pedestrian alleyway.

Police Department

- Junior Police Camp, June 22-26
- Held Community Meeting on June 22 at East 10th Street Christian Church
- Held Neighborhood Walk on Thursday, June 25
- National Night Out, Tuesday, August 4 at Kirkwood Adams Community Center
    - Postpone Council meeting to Wednesday, August 5; or cancel meeting if there are no items for action.

Councilman Strickland asked if it was a permanent reduction on the weight limit for the Chaloner Rec bridge or does it go back up when the repairs are made. City Manager Traynham replied the weight reduction is recommended until the repairs are completed. She is assuming it is not permanent, but that is based on their assessment of the current conditions and trying to extend the life of the bridge.

Mayor Pro Tem Bryant asked if the heirs of the People's Theater were paying the taxes on the property. City Manager Traynham replied they looked it up recently and it appears the taxes have not been paid in several years.

Attorney Davis added that the County may have little interest in foreclosing on it because if anyone were to put their name on it and take possession of it, it is going to cost them more on taxes or rehabbing it. This is the case with several properties that have gotten to this state.

Mayor Doughtie asked how much does the City charge to swim in the outdoor pool. City Manager Traynham stated $3 if they have a rec card and $6 if they do not have a rec card.

Mayor Doughtie asked if they felt that price prohibited anyone from being able to swim. He recalled years ago they were charging $1. City Manager Traynham said her understanding is they have been maxing out their attendance. Parks & Rec Director Daughtry added it is filling up and there are children that have to wait until someone leaves before they can go in based on the number of lifeguards they have on staff.

Councilman Strickland asked what was the maximum capacity. Parks & Rec Director Daughtry stated it depends on the number of lifeguards that are on duty. The recommended standard is no more than 25 per lifeguard. They do not count the person in the guard shack taking up money. That is their break from the sun. They have to have different lifeguards at different pools because there are three different pools according to the health department. She explained right after graduation, all of the lifeguards were gone so there were some days they could not open. Typically, they have 2-3 for the training pool, 1 for the dive tank, 1 for the wade pool and 1 in the guard shack.

Mayor Pro Tem Bryant asked if it was possible to get a swimming class for adults. Parks & Rec Director Daughtry said they will if they get enough participants. They will do individual classes, but it does cost more, and she could not recall the rates. They can have beginner adult classes if they have enough interest. Mayor Pro Tem Bryant asked how many did they need. She replied 5-10 adults.

Adjournment

There being no further business, motion was made by Councilman Bell, seconded by Councilman Stainback, and unanimously carried to adjourn. The meeting adjourned at 6:20 p.m.

Traci V. Storey

Traci V. Storey, City Clerk

Approved by Council Action on: July 21, 2026