

The Smithfield Town Council reconvened its April 26, 2021 meeting on Monday, April 27, 2021 at 6:30 pm in the Council Chambers of the Smithfield Town Hall, Mayor M. Andy Moore presided.

Councilmen Present:

Mayor Pro-Tem Dunn
Marlon Lee – District 1
David Stevens, District 2
Travis Scott, District 3
Dr. David Barbour, District 4
Stephen Rabil, At-Large

Councilmen Absent

Roger Wood, At-Large

Administrative Staff Present

Michael Scott, Town Manager
Ted Credle, Public Utilities Director
Shannan Parrish, Town Clerk
Greg Siler, Finance Director
Mark Helmer, Senior Planner

Reconvene: April 26th Meeting

Mayor Moore reconvened the meeting at 6:30 pm

1. UFS Rate Study Results

Mark Beauchamp of Utility Financial Services addressed the Council via WebEx to explain the proposed electric rate changes. He stated the premise behind the changes were to make the rates revenue neutral. Within the rate design, there was a proposal to increase the customer charge while reducing the actual energy rate. Although each individual class is not revenue neutral, all rates collectively will make it revenue neutral. Some customers will see a slight increase while others will see a slight decrease.

Town Manager Michael Scott stated that one of the biggest complaints the Town receives are from churches. Mr. Beauchamp responded that another rate would be better for churches of a rate could be developed for churches.

Councilman Scott stated that the more staff controls costs, the more it will be reflected in the rates.

Councilman Scott stated he was alarmed that the Town has wasted \$3.2 million on AMI metering. He stated staff needed to develop a plan for the removal of meter reading. The Town Manager stated the Town could do separate billing for electric and water/sewer, but that would mean customers would receive two monthly bills from the Town which could be confusing. Mr. Credle stated he has reached out to Electricities to see if they could provide a solution.

2. Fee Schedule

Town Manager Michael Scott informed the Council that they would review the proposed Electric fee changes once the Council has an opportunity to review the PowerPoint presentation from Mr. Beauchamp of Utility Financial Solutions.

The Town Manager explained that there were other minor changes in the proposed fee schedule in the Planning Department. Proposed changes to Sanitation fees will be discussed during that department's review.

Councilman Barbour stated the tethering ordinance needed to be included in the fee schedule.

Mayor Moore stated the water tap fees and sewer tap fees should cover the cost of the tap and not the cost of employee labor.

3. General Fund

a. General Government

Town Manager Michael Scott highlighted the General Government's FY 2021-2022 budget which included the following:

- Salaries – 1 new IT Specialist and reclassification of the current IT Specialist. These portions are split evenly between the three funds.
- Telephone – 73% increase in this line due to the use of conference calling and for the addition of monthly phone stipend in the amount of \$50 for the Town Council.
- Capital Outlay- \$50,500 is proposed in the budget for new cameras and video feed for the Council Chambers.

Councilman Barbour questioned if drones and a drone program were included in the budget. The Town Manager responded that he would prefer to develop a program and a plan before budgeting funds for the program.

b. Debt Service

Town Manager Michael Scott explained that included in this budget was the pay off of the EMS building loan. He stated there has been some interest by the County to purchase the building.

c. Finance

Finance Director Greg Siler highlighted the Finance Department's FY 2021-2022 Budget which included the following:

- o Salaries: 1 additional customer service representative is being proposed.

Mayor Pro-Tem Dunn questioned the status of hiring the Assistant Finance Director. Town Manager Michael Scott responded that he did not move forward with hiring that position due to the economic uncertainty associated with the COVID-19 pandemic. Staff is now advertising for that position.

The Town Manager informed the Council that within the next 5 years, the Council would have to consider expanding Town Hall. Should the Town sell the County the EMS building, those funds could be used for the Town Hall expansion.

d. Planning


Senior Planner Mark Helmer highlighted the Planning Department's FY 2021-2022 Budget which included the following:

- o Professional Dues and Fees: Increase in this line due to the increased cost of professional associations.
- o Service Contracts: \$30,000 will be carried over for engineering standards if not completed in the current fiscal year.
- o Capital Outlay: There was no proposed capital outlay for the Planning Department.

Recess

Councilman Barbour made a motion, seconded by Councilman Stevens, to recess the meeting to Monday May 3, 2021 at 6:30 pm. The meeting recessed at approximately 8:38 pm.

ATTEST:


Shannan L. Parrish, Town Clerk




M. Andy Moore, Mayor