

Smithfield Appearance Commission Minutes

March 21, 2006

Members Present: Kay Long, Co-Chairman; Ann Ragland, Co-Chairman; Wallace Ashley, Secretary; Joe Morgan, Corresponding Secretary; Regina Sanders; and Bettie Robinson

Members Absent: Phillip Starr was unable to attend.

Also present was Mike McKinney, Code Enforcement Officer.

The March 2006 meeting of the Smithfield Appearance Commission was called to order by Co-Chairman Ann Ragland at 6:00 p.m. Bettie Robinson gave the invocation.

On motion of Mr. Morgan, seconded by Ms. Sanders and duly carried, the agenda was approved as amended.

On motion of Ms. Sanders, seconded by Mr. Morgan and duly carried, the minutes of the February 21, 2006 Commission meeting were approved as presented.

Financial Report:

1. Mr. McKinney reported that the balance in the Josephine B. George Fund was \$89,157. Of that amount, \$1,686.81 is interest earned in 2005-06 and available for use. An additional interest payment is expected by June 2006, for an estimated available amount in 2005-06 of \$3,500.
2. Mr. McKinney also reported that the unexpended balance in the Appearance line item of the Town General Services budget was \$4,655, as of March 1, 2006.

Old Business:

1. J. B. George Fund Grant Applications

The following projects were approved for funding by the J. B. George Fund:

The projects are listed in order of priority. Should funding not be sufficient to cover all projects, award of funding will be made in order of priority.

1. Johnston County Library Garden Bench and Recognition Plaques: \$1,000
2. Replacement of Landscaping at Brodgen Road / Brightleaf Boulevard Northeast Corner: \$1,000
3. Rework of Spring Branch Second Street Culvert Banks: \$500
4. Town Commons River-Walk Riverview Enhancement: \$500
5. Brodgen Road Streetscape Landscaping at Developing Properties: \$500 or remaining balance of available funds.

Since all projects are to be implemented by the Town of Smithfield, authorization is given for the Town of Smithfield Finance Director to make payment for the approved projects to the Town of Smithfield General Fund prior to June 30, 2006. Details of the project applications, plans and cost estimates are on file with the corresponding secretary.

2. George McLamb Property Land Clearing Debris Removal

The Commission reviewed the status of land clearing on the rental residential property of Mr. George McLamb on Brodgen Road. Unfortunately there was some miscommunication about the ability of the Town Public Works Department to remove the

considerable amount of debris resulting from the land clearing. The Commission reviewed the requirements of the Town Sanitation Regulations. After review, it was clear that the scope of debris involved far exceeded normal residential landscaping maintenance and was land clearing debris. The responsibility for removal of land clearing debris rests on the property owner. The Commission requested the corresponding secretary advise Mr. McLamb of this status, express regret over any misunderstanding and seek Mr. McLamb's cooperation in the overall Brodgen Road entryway improvements.

New Business:

1. Edit of Draft Tree Regulations

The Commission reviewed the changes to the draft regulations prepared at request of Town Council. On motion of Mr. Morgan, seconded by Ms. Robinson and duly carried, the Commission endorsed submitting the changes to the Council for adoption.

2. Annual Plan of Work Review and Update

The Commission updated the current plan of work, as noted in the attachment titled, "2005-2006 TOWN OF SMITHFIELD APPEARANCE COMMISSION PLAN OF WORK as of April 15, 2006".

3. Annual Report Submittal Due April 15, 2006

On motion of Mr. Morgan, seconded by Ms. Ragland and carried, the attached Commission Annual Report and 2006-07 Plan of Work was approved for submittal to the Town Council by the April 15, 2006 due date.

4. Creating Place Grant Follow-Up Activities

The Commission reviewed the grant application documents, which are on file with the corresponding secretary and city manager. The Commission was advised that the Johnston County Arts Council has agreed to serve as the arts partner agency for the application. The Commission selected Co-Chairman Long and the corresponding secretary to serve with Ms. Susan Lassiter, Johnston County Arts Council Vice-President to select a consultant for conducting the grant, if awarded. Commission members agreed to solicit letters of support for the application, prior to the April 5 supplemental grant information deadline. Commission members also agreed to recruit community leaders to participate in the public art visioning process, should the grant be awarded.

5. Membership

Co-Chairman Long advised former Town Councilman Harold Tharrington is willing to serve on the Commission.

Adjournment

There being no further business to consider, the meeting was adjourned.

The next monthly meeting of the Smithfield Appearance Commission will be held on Tuesday, April 18, 2006 at 6:00 p.m. at the Town Hall conference room.

Respectfully Submitted,

Wallace Ashley, Jr., Secretary