

SMITHFIELD APPEARANCE COMMISSION MINUTES

September 18, 2007

Members Present

Wallace Ashley, Chairperson
Candace Jackson, Chairperson
Joe Morgan
Harold Tharrington
Regina Sanders
Ann Ragland

Members Absent

Kay Long
Phillip Starr

Staff Present

Mike McKinney
Latanya Merritt

I. Call to Order

Chairperson Wallace Ashley called the meeting to order at 6:00 p.m. on Tuesday, September 18, 2007 in the conference room of Town Hall.

Invocation

Mr. Morgan gave the invocation.

II. Approval of Agenda

On motion of Mr. Tharrington, seconded by Mrs. Ragland and duly carried, the agenda was approved.

III. Approval of Meeting Minutes August 21, 2007

On motion of Mr. Tharrington, seconded by Ms. Jackson and duly carried, the minutes were approved as amended.

IV. Financial Report

1). Appearance Commission Budget:

Mr. McKinney gave the financial report as follow:

- Expenditure Balance \$10,000

2). J. B. George Fund

\$3,500

3). Mr. Morgan's Summary:

<u>Revenue</u>		<u>Expenditures</u>	
JB George Fund	3,500	JB George	3,500
NCAC	2,500	Mowing	2,000
Town	10,000	NCAC	5,000
Memorials	<u>2,000</u>	Grant Support	500
	\$18,000	Appearance Project	2,800
		KJCB	500
		Volunteer Appreciation	<u>200</u>
			\$17,500

The expenditures budget was submitted in March 2007 and approved by Town Council.

V. Old Business

1). J. B. George Fund 2006-07 Annual Report:

Mr. Morgan stated that the annual report is due by October 1, 2007. Mr. Morgan will draft a letter in reference to this report.

2). Street Tree Inventory Update, Planting Guidelines, and Removal:

Ms. Jackson stated this was a large project and asked members for assistance with this project. The following sections were assigned to each member:

- Mr. Ashley – B7
- Mr. Morgan – B9
- Mrs. Ragland – B11
- Mrs. Sanders – C4
- Mr. Tharrington – C5

3). Public Power Week October 8-12, 2007:

Mrs. Ragland stated that it would be great if the Commission participated in the Public Power week.

Mr. Morgan suggested having a slide show along with a display booth. He stated items left from the Keep Johnston County Beautiful event could be incorporate with the display.

Mrs. Ragland will contact someone from the KJCB to get items left over from their event and will also set up the display booth for the Commission.

Mr. Morgan made a motion seconded by Mr. Tharrington and duly carried, to participate in Public Power week with a slide show and anti-litter handouts from Johnston County.

4). Sidewalk Improvement Update:

Mr. Morgan suggested inviting Mr. Marty Anderson to the October or November meeting to receive recommendations on sidewalk improvement.

VI New Business

1). Acceptance of Creating Place Grant Award:

Mr. Morgan will do the administrative work for the Creating Place Grant Award.

2). Call to Artist, Matching Funds From J. B. George, Morgan Memorial Donations:

Mr. Morgan stated that he would speak with Ms. Laura Coats to procure and put the word out that we are looking for an artist.

Mr. Morgan suggested having three artists speak to the commission this fall and from the three make a selection. This project needs to be completed by May 2008.

Mr. Morgan stated that Brad Spencer was one artist to consider. Exhibits of Mr. Spencer's work can be viewed at the municipal/community Park in Smithfield.

Monies from the JB George Fund, NCAC, Grant Supplement, and Morgan Memorial Donations will provide funds to complete the Public Art Venues Plan.

Mr. Morgan made a motion seconded by Mrs. Sanders and duly carried to accept the Creating Place Grant.

3). Keep Johnston County Beautiful:

Upon discussion, Mr. Morgan made a motion seconded by Ms. Jackson and duly carried to spend up to \$500.00 in this years Festival of Trees event.

4). SUP -07-10, Melton Baker

Mr. McKinney stated that the applicant is requesting a special use permit to operate an automobile sales lot on property within a B-3 (Business) zoning district.

Mr. McKinney asked the commission to review the application and make an action recommendation to the Town Council.

Mr. Morgan made a motion seconded by Mr. Harrington and duly carried, to approve the request; with the conditions that the applicant comply with staff landscaped street yard recommendations.

5). SUP-07-12, Mike McLamb

Mr. McKinney stated that the applicant is requesting a special use permit to allow for a retail establishment with outdoor sales.

Mr. McKinney asked the commission to review the application and make an action recommendation to the Town Council.

Mr. Morgan made a motion seconded by Mrs. Sanders and duly carried, to approve the request on the condition that it meets all of the current landscape codes.

VII. Adjournment

On motion of Mrs. Ragland, seconded by Mrs. Sanders and duly carried, the meeting was adjourned. The next scheduled meeting is October 16, 2007.