

The Smithfield Town Council met in regular session on Tuesday, May 5, 2015 at 7:00 p.m. in the Council Chambers of the Smithfield Town Hall. Mayor John H. Lampe II. presided.

Councilmen Present:

M. Andy Moore, Mayor Pro-Tem
Marlon Lee, District 1
J. Perry Harris, District 2
Travis Scott, District 3
Emery D. Ashley, At-Large

Councilmen Absent

Charles A. Williams, At-Large
Roger A. Wood, District 4

Administrative Staff Present

Paul Sabiston, Town Manager
Lenny Branch, Public Works Director
Paul Embler, Planning Director
Pete Connet, Interim Public Utilities Director
Patrick Harris, Emergency Services
Gary Johnson, Interim Parks & Rec Director
Tim Kerigan, Human Resources/PIO
Michael Scott, Chief of Police
Greg Siler, Finance Director
Shannan Williams, Town Clerk

Present:

Bob Spence, Town Attorney

Staff Absent:

The invocation was given by Councilman Scott followed by the Pledge of Allegiance.

APPROVAL OF AGENDA:

Councilman Ashley made a motion, seconded by Mayor Pro-Tem Moore, to approve the agenda with the following amendments:

- **Add to the Consent Agenda:**
 - *Contract approval with Petway Mills Pearson, PA in the amount of \$24,800 to perform the Town's audit for FY ending June 30, 2015.*
 - *Special Event – Approval of the Johnston County's 1st Annual Elder Abuse Awareness Walk to be held on June 15, 2015*
- **Remove from the Business Items:**
 - *Business Item #3 - Approval of Benefits for Employees for FY 2015-2016. This item was tabled until the May 19th Work Session*
 - *Business Item #4 - Discussion and Approval of Resolution # 561 (11-2015) Concerning Local Smithfield and Selma Area Schools*
- **Add to the Business Items:**
 - *Approval of Wooten Company Engineering Items*

Unanimously approved.

PRESENTATIONS:

1. Proclamation In Memory of former Mayor Norwood Worley.

Mayor Lampe presented a proclamation to the family of Norwood Worley honoring his service to the Town of Smithfield.

**PROCLAMATION
In Memory of Norwood Earl Worley**

WHEREAS, the Town of Smithfield wishes to extend our sincere condolences over the passing of Norwood Earl Worley; and

WHEREAS, Mr. Worley faithfully served the citizens of Smithfield from 1970-1995; and

WHEREAS, during his tenure, Mr. Worley served as Councilman from 1970-1983, Mayor Pro-Tem from 1983-1987, Mayor from 1989-1995; and

WHEREAS, Mr. Worley demonstrated his concern for the welfare and well-being of his fellow citizens by his participation in numerous civic organizations; and

WHEREAS, Mr. Worley's participation in civic organizations include: the Treasurer of the Smithfield Jaycees, Director of the Kiwanis Club, Director of the Chamber of Commerce, Past Commander and Vice Commander of the American Legion Pou-Parrish Post, NCLM Board of Directors, Ava Gardner Museum Board of Directors and a member of the NC Progress Board: and

WHEREAS, for his service and dedication, Mr. Worley was awarded the Order of the Long Leaf Pine in December 1995; and

WHEREAS, Norwood Worley's service was given with such devotion that he earned the respect, admiration and friendship of all the citizens of the Town of Smithfield through his professional leadership and dedication.

NOW, THEREFORE, I, *John H. Lampe II*, Mayor of the Town of Smithfield along with the members of the Town Council, in recognition of Norwood E. Worley's many contributions to the Town of Smithfield and its citizens, we hereby express our deep appreciation for his dedication and extend to his family our sincere sympathy upon his passing.

2. Recognition and Presentation to the Smithfield Police Department for receiving Advanced National Accreditation through Commission on Accreditation for Law Enforcement Agencies (CALEA).

Town Manager Paul Sabiston informed the Council that the Smithfield Police Department had received Advance National Accreditation through the Commission on Accreditation for Law Enforcement Agencies (CALEA) on March 21, 2015 in Reno, NV. The Smithfield Police Department was evaluated by CALEA certified assessors in October 2014. The assessment was the completion of a three year process. The Smithfield Police Department becomes the 13th agency its size (25 to 74 officers) in North Carolina to become Nationally Accredited by CALEA. The CALEA Accreditation is an ongoing, three year process, with the Smithfield Police Department seeking its first advanced re-accreditation in the fall of 2017.

Mayor Lampe presented Chief of Police Michael Scott and Officer Donna Currin with the framed CALEA certificate. Chief Scott expressed his appreciation to Officer Currin for her hard work for helping the Department achieve this certification.

3. Promotion of Patrol Commander Keith Powell to Support Services Captain and Promotion of Lt. Tommy Choe to Patrol Captain.

Chief of Police Michael Scott informed the Council that the Police Department recently promoted Keith Powell to the position of Support Services Captain supervising Investigations and Administration and Tommy Choe as Patrol Captain supervising the Patrol Division. Captain Powell and Captain Choe had their badged pinned on by their wives.

4. Administering Oath of Office to new Police Officer Gabriel Galindo

Mayor Lampe administered the Oath of Office to new Police Officer Gabriel Galindo and welcomed him to the Town of Smithfield.

PUBLIC HEARING:

1. CBGD Talent Enhancement Grant (12-C-2463) – Final Report and Close Out

Mayor Pro-Tem Moore made a motion, seconded by Councilman Harris, to open the public hearing. Unanimously approved.

Stanley King, Project Manager of the Raleigh Area Development Authority (RADA) addressed the Council on the close out of the CDBG Talent Enhancement Grant. Mr. King explained that The Town of Smithfield and RADA, a nonprofit organization, partnered to submit an application to the North Carolina Department of Commerce for a Talent Enhancement Capacity Building Grant (TECBG) in the amount of \$50,000.00. This grant did not require matching funds from the Town of Smithfield. The grant application required identification of a target area within the Town and the areas selected were Belmont, Sandy Run and Pine Acres. There were two primary purposes of the grant. The Town had to attend a capacity building program at East Carolina University and submit a grant application to the Division of Community Assistance (DCA) before the closeout of the grant. In past years most TEGBG grantees were successful in their grant submission to DCA. However, there were major changes at the State level that directly affected this grant and limited the Town and RADA's ability to apply for grant funding. A result of these changes included all grant categories were moved from DCA and a decision of how awardees could satisfy HUD requirements for this grant could not be immediately made. It was finally determined that awardees could apply for either an infrastructure grant, an economic development grant or submit a sample grant application. Based on the information that was received from the public neighborhood meetings neither the infrastructure nor economic development categories were identified as concerns and a sample grant was submitted.

During DCA's period of indecision, RADA decided that it would seek grant funding to address the concerns of the neighborhood citizens, which centered primarily on housing, drainage, and utility cost and safety items. RADA applied for and received a Wells Fargo "Leading the Way Home" grant for East Smithfield in the amount of \$50,000.00. RADA awarded \$12,500 in grants to the following 5 local non-profit organizations: Johnston-Lee-Harnett Community Action, Serve the Need, Me Fine Foundation, Community & Senior Services of Johnston County and Johnston County Youth Services. RADA has continued working in the East Smithfield community to assist citizens with life and safety needs with the balance of the Wells Fargo funds. Working with Serve The Need to provide need assistance to seniors with home accessibility issues and other areas of concern with the limited funds that remained.

RADA also continued to explore solutions to community concerns regarding the lack of access to natural gas. We arranged and met with Piedmont Natural Gas for over a year to see how we could get natural gas lines installed in the East Smithfield community. There are a number of issues including low homeownership within the community. One of the major concerns of citizens was housing so RADA met with the local USDA office to see how we could assist in addressing housing rehabilitation issues. Through these discussions RADA became an approved application preparer for USDA grants and loans and have assisted several citizens in application process.

Mayor Lampe asked if there were any questions/from those in the audience.

Tony Nixon Chairman of the East Smithfield Improvement Organization expressed his appreciation to the Council and to RADA for assisting the East Smithfield Community. He stated that through RADA's efforts, citizens were able to receive some much needed help. Mr. Nixon asked that the Council continue seeking cost neutral grant opportunities and employ RADA in any future endeavors.

Mayor Lampe asked if there were any questions from Council.

Councilman Ashley questioned if there were any grants available for natural gas infrastructure or conversion. Mr. King responded that he was unaware of any such grants.

Mayor Pro-Tem Moore made a motion, seconded by Councilman Scott, to close the Public Hearing. Unanimously approved.

CITIZENS COMMENTS:

- Sarah Edward – Executive Director of the Downtown Smithfield Development Corporation expressed her appreciation to all those that made the Ham and Yam festival a success. She also informed the Council that the Town also received national Main Street accreditation for 2015. Ms. Edwards asked that the below letter be placed in the official minutes.



Smithfield Ham & Yam Festival
200 South Front Street, Smithfield, NC 27577
919-934-0887 www.hamandyam.com

Mayor John Lampe and the Smithfield Town Council
PO Box 761
Smithfield, NC 27577

May 5, 2015

Dear Council Members:

On behalf of the Downtown Smithfield Development Corporation and the more than 25,000 attendees at the 2015 Ham & Yam Festival this past weekend, I would like to extend my thanks to the Town of Smithfield and its many employees who helped to make the 31st annual festival a success.

Both during and in preparation for the Ham & Yam Festival, assistance was provided by members of all of the Town's departments. Whether providing personnel to ensure the safety of the public, confirming that infrastructure was operating as it should be, delivering and removing trash cans and barricades, promoting the event, working in the rain and mud to improve the stage area, or helping with one of the many other necessary tasks, the Town's staff went above and beyond the call of duty to prepare for the festival. It is a true credit to the Town's staff that someone could drive through Downtown Smithfield on Sunday morning and not realize an event the size of the Ham & Yam Festival went on just a few short hours before.

I would also like to publicly thank the Smithfield-Selma High School Band, whose members volunteered from 5:00 a.m. until 10:00 p.m. helping vendors unload, distributing drinks to food vendors, emptying trash cans, and picking up trash from the hill at Town Commons at the conclusion of the festival. I am proud of these young people who worked hard to make the festival run smoothly.

Finally, I would like to thank the local businesses that financially supported the Ham & Yam Festival, and without which the festival would not be possible. As the festival is a platform for many of our community's nonprofit organizations to raise funds and awareness for their work, the impact of these sponsors' generosity is significant. I have included a list of these businesses, and ask that their names be included in the minutes as well.

Thank you each for your support of Downtown Smithfield and the Ham & Yam Festival, and please let me know if there is anything that I can do for you.

Sincerely,

Sarah Edwards
Executive Director
Downtown Smithfield Development Corporation

CONSENT AGENDA:

Councilman Ashley made a motion, seconded by Councilman Harris, to approve the following items as listed on the Consent Agenda:

1. Approval of Minutes:

April 7, 2015 – Regular Meeting
April 21, 2015 – Work Session

April 21, 2015 – Closed Session

2. Special Event – Approval to allow Millard Stalling, Billy Wellons and the Chamber of Commerce to host the Alive After 5 musical event on May 7th from 6 pm – 9:30pm to be held at 121 North Fourth Street. This event will have amplified sound.
3. Budget Amendment Approval that would allow the Police Department to use asset forfeiture funds in the amount of \$5,150.00 to purchase one squad car video camera.
4. Approval of an Engineering Tank Care Proposal from Southern Corrosion dated April 10, 2015 in the amount of \$ 32,376/yr for the maintenance of the Clear Well Tank.
5. Advisory Board /Committee Appointments:
(1st Term) Appearance Commission – Peggy Scott
6. New Hire Report

<u>Position</u>	<u>Department</u>	<u>Budget Line</u>	<u>Rate of Pay</u>
Police Officer I	Police	10-5100-0200	\$15.27/hr (\$34,143.72/yr)
PT Instructor	P&R – Aquatics	10-6220-0230	\$8.00/hr.
PT Instructor	P&R – Aquatics	10-6220-0230	\$10.00/hr
PT SRAC Staff	P&R – Aquatics	10-6200-0210	\$10.00/hr

7. Acceptance of a donation from Johnston County Visitor's Bureau in the amount of \$5,000 for a scoreboard at Civitan Park.
8. Contract approval with Petway Mills Pearson, PA in the amount of \$24,800 to perform the Town's audit for FY ending June 30, 2015.

Unanimously approved.

BUSINESS ITEMS:

1. Approval of a Scope of Work with Sanford Holshouser for the Recertification of the Hill Industrial Park Site

Town Manager Paul Sabiston addressed the Council on approval for a Scope of Work for the Hill Industrial Park by Sanford Holshouser Economic Development Consulting. The fee for Recertification Services was \$5,400 plus travel and expenses. Staff will utilize funds from the Economic Development Line Item (10-4110-5710) to pay for the recertification.

Mayor Pro-Tem Moore made a motion, seconded by Councilman Ashley, to approve the Scope of Work with Sanford Holshouser for recertification of the Hill Industrial Park in the amount of \$5,400 plus travel and expenses. Unanimously approved.

2. Discussion on Stop Signs at the following intersections: Wilson & Vermont, Woodall & South 4th and Chestnut & Maplewood streets.

Chief of Police Michael Scott addressed the Council on three different complaints regarding stop sign placement. The following intersections involve these complaints: Wilson and Vermont, Woodall and South Fourth, and Chestnut and Maplewood.

Chief Scott explained that the first issue was at Wilson and Vermont Streets. This intersection currently has a three way stop sign. This intersection previously included the drive way to the South End Pool, which has since been sold and filled in. Because the pool is no longer an issue at this intersection, the request is to remove the two stop signs on Wilson Street, to allow traffic to proceed from Brightleaf Boulevard to the end of Wilson, uninhibited. Other intersections on Wilson Street do not currently have stop signs for Wilson. By removing the stop signs, traffic may increase in speed on Wilson, which is a residential area.

The second issue is on Woodall Street. The complaint is about traffic going too fast on Woodall, as it approaches South Third Street. Woodall currently runs uninhibited from Brightleaf Boulevard to South Third Street. It is requested that a stop sign be put in place at South 4th Street, making this intersection a four-way stop. The intent is to slow traffic. Should the Council consider this request, a four-way stop may be better placed at the Woodall and South 5th Street intersection, as this is more centrally located on Woodall, and there currently exists an environmental slow down at South Fifth due to water runoff.

The Third issue is at the intersection of Chestnut and Maplewood. Currently Maplewood is considered the through street, while Chestnut is an intersecting street, dead ending into Maplewood. There exists one stop sign at this intersection. The stop sign is located on Maplewood, at Chestnut, as a vehicle would be heading west. This creates a traffic safety problem because traffic heading East on Maplewood and traffic turning from Chestnut, are not regulated. It is requested the stop sign be moved from its present location to Chestnut Street, stopping traffic on Chestnut attempting to turn in either direction onto Maplewood.

Councilman Ashley made a motion, seconded by Councilman Scott, to leave the intersection of Wilson and Vermont Streets as it is. Unanimously approved.

Councilman Ashley made a motion, seconded by Mayor Pro- Tem Moore, to add a four way stop at the intersection of Woodall and South 5th Streets. Unanimously approved.

Mayor Pro-Tem Moore made a motion, seconded by Councilman Ashley, to leave the intersection of Chestnut and Maplewood as it is. Unanimously approved.

3. Approval of Wooten Company Engineering Items

Interim Public Utilities Director Pete Connet addressed the Council on a request for approval of a general services contract using the standard form for basic engineering services charged on an hourly basis. The second item is a request for approval for a specific contract for the Wooten Company to perform up to \$13,800 (already budgeted) for the preparation of the bid documents for the FY 2015-2016 proposed budgeted item of a Find and Fix contract with one or more contractors to repair sewer line suffering from Infiltration and Inflow problems.

Councilman Ashley made a motion, seconded by Councilman Harris, to approve the requests as submitted. Unanimously approved.

Councilmembers Comments:

- Mayor Pro-Tem Moore requested that staff continue to continue to research employee health care benefit options.
- Councilman Harris expressed his appreciation to the Chief of Police and the Fire Chief for their dedication and service to the Town of Smithfield.
- Councilman Scott requested that staff consider an Ecommerce Safe Zone in the Town. Chief of Police Mike Scott responded that the Police Department's parking lot is utilized for an Ecommerce Safe Zone.
- Councilman Ashley expressed his appreciation to Sarah Edwards and the DSDC Board of Directors for all their hard work on the Ham and Yam festival and also for all they do for Downtown Smithfield.

Town Manager's Report:

- **Department Reports**
 - A highlight of each department's monthly activities was given to the Council.

- **Financial Report**

- General Fund revenues for the month ending March 31, 2015 were \$ 1,324,628 and YTD revenues were \$ 10,610,669. The general fund expenditures for the month ending March 31, 2015 were \$ 860,374 and YTD expenditures were \$ 8,154,437.

- **Manager's Updates**

Mr. Sabiston gave the Council a brief update on the following issues:

- The work on the water plant reservoir continued and the contractor experienced a problem with the nature of the soil at the bottom of the pond. Some of this spoil must be dried out before it can be land dispersed. The Town will have to use land owned by the Town to dry the material before and then hauled away to a land treatment area.
- Employee Health Insurance Coverage.

Adjourn

There being no further business, Councilman Ashley made a motion, seconded by Mayor Pro-Tem Moore to adjourn. Unanimously approved.

The meeting adjourned at approximately 8:15 pm.

John H. Lampe II, Mayor

ATTEST:

Shannan L. Williams, Town Clerk