

The Smithfield Town Council met in regular session on Tuesday, March 3, 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  
Travis Scott, District 3  
Roger A. Wood, District 4  
Emery D. Ashley, At-Large  
Charles A. Williams, At-Large

Councilmen Absent

J. Perry Harris, District 2

Administrative Staff Present

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

Present:

Bob Spence, Town Attorney

Staff Absent:

The invocation was given by Councilman Scott. The Pledge of Allegiance was led by Girl Scout Troop 3424 members: Sarah Gaskins and Clair McGeough

**APPROVAL OF AGENDA:**

Councilman made a motion, seconded by Councilman Ashley, to move Business Item #3 *Police Department Promotion and Change in structure - Consideration and approval to authorize a change in department structure by eliminating the patrol commander position and approve the necessary promotions to two Captain's positions. It is also requested the Council approve the necessary sergeant and lieutenant back-fills created by the two Captain's promotions. It is requested these changes take effect upon the Chief promoting these positions, but not before March 09, 2015 to Consent Agenda Item 7.*  
Unanimously approved.

Mayor Pro-Tem Moore made a motion, seconded by Councilman Wood, to add the following items to the Consent Agenda:

- Approval of amendments to the DSDC's Bylaws
- Approval of 3 Special Events and Street Closings by DSDC
  - The Civil War Sites Tour, March 21, 2015
  - The Ham and Yam Festival, May 1<sup>st</sup> and 2<sup>nd</sup> 2015
  - The Friends of the 4<sup>th</sup> Celebration, July 5<sup>th</sup> 2015

Unanimously approved.

Mayor Pro-Tem Moore made a motion, seconded by Councilman Scott, to move Business Item #1 *Consideration and approval to allow a Girls Scout Project to Paint a Mural on under Bridge of Highway Business 70 on the Buffalo Creek Greenway to the Consent Agenda Item #10.*  
Unanimously approved.

**PRESENTATIONS:**

**1. 2014 Smithfield Police Department's Officer of the Year – Sean Cook**

Chief of Police Mike Scott addressed the Council on the Smithfield Police Department's Officer of the Year, Officer Sean Cook. The police department recognizes one officer annually as "Officer of the Year." This employee was nominated by secret ballot, completed by every member of the police department. The officer receiving the most votes was reviewed by a recognition committee consisting of four lieutenants and the Patrol Commander. The committee made a recommendation for Officer of

the Year to the Police Chief, who has the final say as to this award. Officer Cook is a member of Patrol Team "A". Officer Cook has been extremely dedicated to the department and its mission during 2014. Officer Cook often gives freely of his personal time to attend recognition announcements for new hires, as well as other officers. He has been very active in community policing events and has been an outstanding representative of the Smithfield Police Department.

Mayor Lampe presented Officer Sean Cook with a plaque identifying him as the 2014 Police Officer of the Year.

## **2. Girl Scout Project:**

Interim Parks and Recreation Director Gary Johnson and Girl Scout Troop 3424 members: Sarah Gaskins and Clair McGeough presented to the Council a rendering of a mural they will paint on the bridge underneath Business 70 at the Town Commons. This project is to earn their Silver Award for Girls Scouts. The mural would depict scenes along the Mountains to Sea trail including Boone, the Biltmore estate, Smithfield, Topsail Island and Cape Hatteras. Also included would be the Cardinal, Dogwood Flower, and Pine Tree (all State Symbols). The Smithfield Scene would depict the Hastings House, the WW1 Memorial at the Courthouse and the ties to Ava Gardner.

## **PUBLIC HEARINGS:**

Town Clerk Shannan Williams swore in persons wishing to offer testimony at the Public Hearings.

### **1. Rezoning Request - Nell Howell Estate, Etal (RZ-15-01):**

Councilman Scott made a motion, seconded by Councilman Ashley, to open the Public Hearing. Unanimously approved.

Planning Director Paul Embler addressed the Council on a rezoning request by the Estate of Nell Howell. The applicant is requesting to rezone a 50.4 acre portion of a 66 acre tract of land from LI (Light Industrial) to B-3 (Business) and a 15.6 acre portion of a 66 acre tract of land from LI (Light Industrial) to R-8 (Residential). The request also includes the rezoning of a 28.8 acre portion of a 238.57 acre tract of land from R-6 (Residential) to B-3 (Business) and a 6.6 acre portion of a 238.57 acre tract of land from R-10 (Residential) to R-8 (Residential) and a 4.3 acre portion of a 238.57 acre tract of land from R-20A (Residential-Agriculture) to R-8 (Residential) and a 132.8 acre portion of a 238.57 acre tract of land from R-8 (Residential) to B-3 (Business) These properties are bound to the north by Buffalo Road, to the south by Ava Gardner Avenue to the east by US 70 Bypass and to the west by Booker Dairy Road. The properties considered for rezoning include only the portions of properties located within the Town of Smithfield Planning and Zoning Jurisdiction and are further identified as a 173.8 acre portion Johnston County Tax ID# 14057009 and the entire 66 acres of Johnston County Tax ID# 14054010F.

Planning Director Paul Embler has incorporated his entire record and provided it to Council in written form in the March 3, 2015 agenda packet.

The Planning Board, at its February 5, 2015 meeting, recommended approval to rezone approximately 238.5 acres of land from predominantly residential and light industrial zoning districts to the B-3 (Business) district and R-8 (Residential) zoning districts.

The Planning Department recommends approval of the request to rezone approximately 238.5 acres of land adjacent to US Hwy 70 from the R-20A (Residential-Agricultural, R-8 (Residential), and (Light-Industrial) zoning districts to the B-3 (Business) and R-8 (Residential) zoning districts.

Ron Suttons of Herring and Associates stated that he was in agreement with the testimony offered by Mr. Embler.

Mayor Lampe asked if there were any questions/from those in the audience that had been duly sworn to testify.

Earl Botkin of 368 Bayhill Drive stated that he was not against any development in the area. He questioned if the property is developed would that create more traffic on Bayhill Drive. Mr. Sutton responded that the intent is to cul-de-sac Bayhill Drive so that there isn't any access.

Mayor Lampe asked if there were any questions/comments from the Council.

Councilman Williams questioned if Town Houses could be constructed. Mr. Embler responded that multi-family structures could be constructed in the R-8 zoning district by conditional use permit approval..

Councilman Scott questioned if there would be a buffer between residential and commercial uses. Mr. Embler responded that there would be buffers to separate the two uses.

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

### **The Written Finding of Facts**

Article 13 Section 13-17 of the Town of Smithfield Unified Development Ordinance requires all applications for a zoning map amendment to address the following eight findings. At its March 3, 2015 regular meeting, the Town Council determined that the zoning map amendment is warranted.

- **Finding One of Eight: Agree**  
**The zoning petition is in compliance with all applicable plans and policies of the Town of Smithfield.**

The rezoning request from the low density residential and industrial zoning to a commercial driven zoning district all the while retaining the residential component along the North-South portion of Booker Dairy Road seems a reasonable response to the Booker Dairy Road extension project. The Future land use plan has identified this property as being suitable for low density residential development and open space. The plan, while identifying the need for the Booker Dairy Road Extension, does not address the demand for additional commercial zoned property that such a road project can support.

- **Finding Two of Eight: Agree**  
**The rezoning petition is compatible with established neighborhood patterns of the surrounding area.**

The west most portion of the property considered for rezoning to residential is consistent with existing residential zoning and development patterns on the west side of Booker Dairy Road. The commercial component is a logical extension of an existing of an existing commercial district to the south. Rezoning the northern most portions of the property from an industrial zoning district to a commercial zoning district will better serve the community and may help pave the way for north-south connection between Book Dairy Road and Buffalo Road.

- **Finding Three of Eight: Agree**  
**The rezoning petition is compatible with the changing neighborhood conditions that might warrant a rezoning.**

The rezoning request from the low density residential and industrial zoning to a commercial driven zoning district all the while retaining the residential component on along the north-South portion of Booker Dairy Road seems a reasonable response to the changing conditions in the area, namely the Booker Dairy Road extension.

- **Finding Four of Eight: Agree**  
**The rezoning request is in the community interest.**

The rezoning will allow for a wider range of commercial and residential uses and provide additional areas for consideration of large scale commercial developments. The development that will occur from the rezoning will increase the tax base as an additional benefit.

- **Finding Five of Eight: Agree**  
**The request does not constitute “Spot Zoning”.**

Since adjacent nearby properties are presently zoned B-3 (Business) then it is unlikely an argument could be made for “spot zoning” or “small scale” zoning.

- **Finding Six of Eight: Agree**  
**Present regulations deny or restrict the economic use of the property.**

The property is currently zoned for residential and light industrial uses. However, additional office and commercial uses such as those permitted in the B-3 (Business) zoning district cannot occur unless the property is rezoned.

- **Finding Seven of Eight: Agree**  
**The availability of public services allows consideration of this rezoning request.**

In addition to public water and sewer being available near the site, the property can be served with electricity by the Town of Smithfield. CenturyLink and Time Warner also serve the area with phone and cable respectively.

- **Finding Eight of Eight: Agree**  
**Physical characteristics of the site prohibit development under present regulations.**

There are no physical restraints to the area considered for rezoning such as wetlands, stream buffers, potential flood hazard areas and storm water that would outright prohibit development of the property. There is no limiting geological and hydrological formation that would prohibit development (rock outcrops, lakes, etc.).

Councilman Ashley made a motion, seconded by Councilman Wood, to vote in the affirmative to all of the above eight Finding of Facts. Unanimously approved.

## **Rezoning Permit Approval**

Councilman Ashley made a motion, seconded by Mayor Pro-Tem Moore, based upon satisfactory compliance with the above stated eight findings and fully contingent upon full incorporation of all statements entered into the record by the testimony of the applicant and applicant’s representative, move to approve the Rezoning Petition RZ-15-01. Unanimously approved.

## **2. Conditional Use Permit Request - NC 210 Car Lot (CUP-15-01)**

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

Planning Director Paul Emblar addressed the Council on a request for a Conditional Use Permit. The applicant is requesting a conditional use permit to construct and operate an automotive sales lot on property located within a B-3 (Business) zoning district. The property considered for approval is located on the west side of the intersection of Swift Creek Road and NC Hwy 210. The property is further identified as Johnston County Tax ID# 15I09015H.

Planning Director Paul Embler has incorporated his entire record and provided it to Council in written form in the March 3, 2015 agenda packet.

The Planning Board at its February 5<sup>th</sup> 2015 meeting, unanimously voted to recommend approval of the Conditional Use Permit for an automobile sales lot at the west side of the intersection NC Hwy 210 and Swift Creek Road with the following conditions of approval:

1. An 8 foot white vinyl fence is installed on the west side of a reduced buffer yard.
2. Street trees nearest the intersection are set back an additional 10 feet.
3. Vehicular Surface Area is moved towards the public right-of-way.
4. All VSA's be screened with a continuous row of shrubs planted 5 foot on center.
5. All other minimum requirements of the UDO are met to include paving of all areas to be used for automobiles.

The Planning Department recommends approval of the proposed automobile sales lot providing that all parking spaces are paved and landscaping is installed in accordance with minimum developments standards and that vehicular surface screening is installed adjacent to all vehicular surface areas.

Dan Simmons of Triangle Civil Works stated that he was in agreement with the testimony provided by Mr. Embler. He further stated that the applicants have complied with all the necessary requirements.

Mayor Lampe asked if there were any questions/comments from those in the audience that had been duly sworn to testify.

Mike Caporale of 2190 NC Highway 210 testified that he has spent the last three years building his home and originally the proposed project site was zoned as residential. He wouldn't have built such a large expensive home if he knew that land would be changed to commercial. His main concerns is having a used car lot right next door to him and have potential break-ins or people cutting through his property.

Esther Watson of 2267 Highway 210 testified that she and her husband live directly across the street from the proposed site. She further testified that the area is primarily residential and agricultural and Highway 210 is already heavily traveled. Mrs. Watson is concerned that a car lot at this intersection will cause numerous accidents and impact their quality of life.

Franklin Watson also of 2267 Highway 210 testified that he will see this car lot from his front door and there are single family homes surrounding this property. He testified that that there are a lot of car lots in West Smithfield and he does not want to see something that like across the street from his property. He requested that the Board consider the home owners and how the proposed car lot would affect them.

Mayor Lampe asked if there were any questions/comments from the Council.

Councilman Ashley questioned if staff had considered the impact on adjacent property owners. Mr. Embler responded that the additional conditions that were recommended by the Planning Board could address the adjacent properties.

Councilman Scott questioned when the property was rezoned. Mr. Embler responded that the Council rezoned the property approximately two years ago.

Councilman Williams questioned if NCDOT approved the drive way access. Mr. Simmons responded that NCDOT has requested that the driveway be as far away as possible from the intersection.

Councilman Scott stated that he was concerned about the fifty foot setback because this would reduce the landscaping by 50% and negatively impact the adjacent property owners.

Councilman Wood made a motion, seconded by Councilman Williams, to close the Public Hearing. Unanimously approved.

### **The Written Finding of Facts**

- **Finding One of Four: Pending more information**

Council requested that more information be obtained on the traffic impact and if the driveway access would be better suited on Swift Creek Road instead of on Highway 210.

- **Finding Two of Four: Approved**

**Based on the evidence and testimony presented it is the finding of the Town Council that the application meets all required specifications and conforms to the standards and practices of sound land use planning and the Town of Smithfield Unified Development Ordinance or other applicable regulations or is approved with the following additional stated conditions.**

The proposed automobile sales lot at this location conforms to standards and practices of sound land use planning and the Town of Smithfield Unified Development Ordinances providing the applicant submits a detailed site plan for planning staff approval that shows required landscaping, lighting, paved parking and utility connections prior to issuance of site plan approval and issuance of a valid zoning permit for an automobile sales lot.

The Council found no reason to deny this finding.

- **Finding Three of Four: Pending more information**

The Council requested that more information be obtained on the how this would impact and injure the value of adjoining or abutting properties'

- **Finding Four of Four: Approved**

**Based on the evidence and testimony presented it is the finding of the Town Council that the application would not adversely affect the adopted plans and policies of the Town of Smithfield, or violate the character of existing standards for development of the adjacent properties or is approved with the following additional stated conditions.**

The proposed automobile sales lot at this location will not adversely affect the adopted plans and policies of the Town of Smithfield, or violate the character of existing standards for development proving all minimum development standards are met to include landscaping, lighting, paved parking and all other minimum development standards.

The Council found no reason to deny this finding.

Councilman Ashley recommended that the Council delay a decision for this request and have this placed on the April 7<sup>th</sup> regular agenda.

Councilman Ashley, made a motion seconded by Councilman Williams, to continue the Public Hearing of Conditional Use Permit Request - NC 210 Car Lot (CUP-15-01) until the April 7, 2015 regular Council Meeting. Unanimously approved

**CITIZENS COMMENTS: None**

**CONSENT AGENDA:**

Mayor Pro-Tem Moore made a motion, seconded by Councilman Wood, to approve the following items as listed on the Consent Agenda:

- 1. Approval of Minutes:

February 3, 2015 – Regular Meeting

- 2. Special Event – Approval to allow First Missionary Baptist Church to conduct a “3on3” Basketball Tourney to be held on May 16, 2015.
- 3. Career ladder Promotion for the Police Department. Approval was granted to promote a Police Officer I to the rank of Police Officer II.
- 4. Bid Award and purchase approval of a 2015 Chevrolet 1500 service truck from Deacon Jones Auto Group to be utilized by the Public Works Department in the amount of \$24, 3332.72. This is a FY2014-2015 budgeted item.

Bids were solicited from the following vendors:

- Deacon Jones Auto Group \$24,332.72
- Capital Ford Inc. \$25,441.00
- Classic Ford \$31,135.83

- 5. Bid Award and purchase approval of a 2015 F350 Flatbed Truck from Capital Ford to be utilized by the Public Works Department in the amount of 32,801.00 and to allow staff to move 2,801.00 from the sanitation line item 10-5800-3400. \$30,000 was budgeted in FY2014-2015 for this purchase.

Bids were solicited from the following vendors:

- Capital Ford Inc. (State contract price) \$32,801.00
- Deacon Jones Auto Group \$33,664.14
- Classic Ford \$35,857.18

- 6. New Hire Report - The following positions were recently filled following vacancies in accordance with the Adopted FY 14-15 Budget.

<u>Position</u>	<u>Department</u>	<u>Budget Line</u>	<u>Rate of Pay</u>
Water Plant Operator I	PU – Water Plant	30-7200-0200	\$14.17/hr (\$29,473.60/yr)
Police Officer I	Police	10-5100-0200	\$16.034/hr (\$35,852.02/yr)
Sanitation Equipment Operator	PW – Sanitation	10-5800-0200	\$12.84/hr (\$26,707.20/yr)

- 7. Police Department Promotion and Change in structure - Consideration and approval to authorize a change in department structure by eliminating the patrol commander position and approval of the necessary promotions to two Captain’s positions. Approval was also given to allow the necessary sergeant and lieutenant back-fills created by the two Captain’s promotions. The changes will take effect upon the Chief promoting these positions, but not before March 09, 2015.
- 8. Approval of amendments to the DSDC’s Bylaws  
*(Attached hereto and made an official part of the minutes is a true copy of the Downtown Smithfield Development Corporation’s Bylaws)*
- 9. Approval of 3 Special Events and Street Closings by DSDC  
The Civil War Sites Tour, March 21, 2015  
The Ham and Yam Festival, May 1st and 2nd 2015  
The Friends of the 4th Celebration, July 5th 2015

10. Approval to allow Sarah Gaskins and Clair McGeough of Girl Scout Troop 3424, to paint a mural under the HWY Business 70 Bridge on the Buffalo Creek Greenway.

Unanimously approved.

## **BUSINESS ITEMS:**

### **1. Consideration and Approval for a Lease Agreement with Prosource of New Fitness Equipment for the Smithfield Recreation and Aquatics Center.**

Interim Parks and Recreation Director Gary Johnson addressed the Council on a request to replace fitness equipment at the SRAC. The Smithfield Town Council appropriated \$35,000.00 in the capital outlay line item (106220.7400) to replace the existing fitness equipment. The existing equipment has been in service since the opening of the building in 2009 and has far exceeded its life expectancy. Having equipment in proper working condition is a big key for new memberships, and more importantly, existing membership retention. Staff recommended that the Town enter into a three year lease to replace 16 pieces of equipment at \$35,911.00 per year for three years. The lease would carry an interest rate of 5% and the interest would be less than the maintenance contract that could be eliminated (3 year warranty on the new equipment) and all of the equipment could be replaced at the same time with the same models. At the end of the lease agreement, each piece of equipment would be bought for \$1.00 each in which we could continue to use it if still in proper working order, or replace with a new lease. This would take a three year commitment by the Town. Six Elliptical Machines were rebuilt earlier this year and would remain in service.

Councilman Scott made a motion, seconded by Councilman Williams, to table this request until the March regularly scheduled work session. Councilman Scott, Councilman Williams, Councilman Ashley and Councilman Lee voted in favor of the motion. Mayor Pro-Tem Moore and Councilman Wood voted against the motion. Motion carried 4-2.

### **2. Budget Advisement for reallocation of \$41,000 in the Water & Sewer Department Capital Projects line for AMOS Asset Management and Geographic Information System (GIS).**

Public Utilities Director Ken Griffin addressed the Council on a request for reallocation of funds in the Water & Sewer Capital Projects line for AMOS Asset Management and GIS software. Mr. Griffin explained that staff has continued to work to find the most cost effective solution for developing an Asset Management System that maximizes the useful life of the Town's assets by providing timely maintenance, repair and replacement of the Town's Water Distribution System of: pumps, tanks, lines, valves, and hydrants and for the Town's Wastewater Collection System of: lines, manholes, lift stations and air relief valves and at the same time be able to reference this asset information relative to the horizontal and vertical location within each system. The Town doesn't have an asset management system or a geographic system; but relies on anecdotal information provided by experienced Town employees and on paper maps that cover most, but not the entire Town.

The current FY 14-15 Budget provides \$56,000 for Valve GPS/Digital Mapping. This relies on a traditional consult-intensive approach that is used by larger utility departments and would only result in needed information on the valve portion of the Water Distribution System. The remaining assets (pumps, lines, tanks, hydrants) of the Water Distribution System and all of the assets of the Wastewater Collection System (lines, manholes, lift stations and air relief valves) would have to be added in future budget years at substantial cost and would also require expensive software and highly paid technical staff, not currently on Smithfield's payroll, nor likely to be. This Budget Advisement proposes to use \$41,000 to cover the Town's full Water Distribution and Wastewater Collection systems for substantially less than allocated \$56,000 for just Water System Valves, to implement a highly cost effective asset management and geographic information solution. The recommended system is the AMOS (Asset Management and GIS) System designed for small utilities. This AMOS system minimizes use of consultants and make maximum use of existing Smithfield staff, especially its



Engineering Technician (at approx. half the cost of a traditional GIS Technician as employed by larger utility departments).

Councilman Williams made a motion, seconded by Councilman Scott to approve the budget advisement for reallocation of the \$41,000 needed to implement AMOS Asset Management and Geographic Information System (GIS) for the Town's Water Distribution System and Wastewater Collection System and authorization for the Town Manager to sign the attached agreement with the Wooten Company for professional services and the AMOS License Agreement. Unanimously approved.

### **3. Budget Advisement for reallocation of \$29,688 in the Water & Sewer Department Capital Projects line for purchase of a Grinder for Lift Station #3.**

Public Utilities Director Ken Griffin addressed the Council on a request for reallocation of funds in the Water & Sewer Capital Projects line for the purchase of a grinder for Lift Station #3. Mr. Griffin explained that Public Utilities staff continued to work to find a cost effective solution for replacement of the grinder for Lift Station #3 and if possible complete this replacement in FY 14-15. Staff found a solution that is significantly less expensive than the previously quoted price of nearly \$50,000. The key breakthrough involves: 1) using the existing rail system for support of this grinder, 2) using the electrical controls and 3) using a 'muffin monster' type grinder that has been highly effective at shredding disposable wipes that are causing Smithfield and other utilities significant difficulties. Public Utilities staff worked with JWC Environmental and JWC will custom design a grinder that will fit our existing rail system and electrical control system, thus elimination costly replacement of both.

Councilman Ashley made a motion, seconded by Councilman Williams, to approve the budget advisement for reallocation of the \$29,688 needed to purchase a grinder for Lift Station #3. Unanimously approved.

### **4. Discussion regarding compensation for Volunteer Fire Department Personnel**

Finance Director Greg Siler addressed the Council on compensation for the Volunteer Fire Department Personnel. Mr. Siler explained that the Town Council requested the Finance Director to present two solutions regarding a year-end tax filing issue and the grossing up of the annual volunteer firemen stipend. The phrase "Grossing Up" means to increase a net amount to include deductions, such as taxes, that would otherwise be incurred by the receiver. It is most frequently used in terms of salary: an employee can receive his salary grossed up, meaning the employee would receive the full salary promised to him without deductions for tax. The deductions are paid by the employer as an additional benefit. In the past, the Town of Smithfield paid volunteer firemen an annual stipend based on rank and the number of emergency calls responded to during the year. The intent of the stipend is to reimburse volunteer firemen for any cost associated with responding to emergency calls. Fire Chief, Patrick Harris, determines the net stipend amount paid to each volunteer fireman and gives it to the payroll department to increase the net amount (gross up). This would include tax deductions incurred by the receiver.

The two options that were to be considered by the Council are as follows:

Option 1 - Do a one-time adjustment for all volunteer firemen: Use the 2013 grossed up percentages and pay the difference to each volunteer through payroll. Payments will be taxed, issued and reported in the 2015 calendar year. While this solution will not alter the 2014 tax liability, it will provide the volunteers with additional dollars to offset any difference. Going forward the stipend will be grossed up as directed by Town Council.

Option 2 - Do a one-time adjustment on a case-by-case basis: Have volunteers who have to pay back Federal or State taxes document their liability with a prepared tax return and the Town will do a one-time adjustment check up to the same percentages as used in 2013. This check will be taxed, issued and reported during the 2015 calendar year. While this solution will not alter the 2014 tax liability, it will provide the volunteers with additional dollars to offset some or all of their tax liability. This will be a more tedious effort.

Councilman Ashley made a motion, seconded by Councilman Williams, to approve option 1 as stated above. Unanimously approved.

**Councilmembers Comments:**

- Councilman Scott requested that Chief of Police Mike Scott contact the wrecker services that do business in Town and remind them that they are responsible for removing debris at accident scenes. He stated that a lot of wrecker services are not doing this.

**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 January 31, 2015 were \$2,479,035 and YTD revenues were \$ 8,663,376. The general fund expenditures for the month ending January 31, 2015 were \$1,123,919and YTD expenditures were \$ 6,588,495.

- **Manager's Updates**

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

- Proposed renovations to the Finance Department
- Cost of Service Study and Rate Analysis

**Adjourn**

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

The meeting adjourned at approximately 9:11 pm.

ATTEST:

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John H. Lampe II, Mayor

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Shannan L. Williams, Town Clerk