

The Smithfield Town Council met in regular session on Tuesday, February 6, 2018 at 7:00 p.m. in the Council Chambers of the Smithfield Town Hall, Mayor M. Andy Moore presided.

Councilmen Present:

Travis Scott, Mayor Pro-Tem  
David Stevens, District 2  
Dr. David Barbour, District 4  
Emery Ashley, At-Large  
Stephen Rabil, At-Large

Councilmen Absent

Marlon Lee, District 1  
John A. Dunn, At-Large

Administrative Staff Present

Michael Scott, Town Manager  
John Blanton, Fire Chief  
Lenny Branch, Public Works Director  
Ted Credle, Public Utilities Director  
Gary Johnson, Parks & Rec Director  
Tim Kerigan, Human Resources/PIO  
Shannan Parrish, Town Clerk  
R. Keith Powell, Chief of Police  
Greg Siler, Finance Director  
Stephen Wensman, Planning Director

Present:

Bob Spence, Town Attorney

Administrative Staff Absent

Mayor Moore called the meeting to order at 7:00.

The invocation was given by Mayor Pro-Tem Scott followed by the Pledge of Allegiance.

**APPROVAL OF AGENDA:**

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

**PRESENTATIONS:**

**1. Update on the Sewer Smell**

Johnston County Manager Rick Hester stated that he appreciated the good working relationship between the County and the Town and as a citizen of Smithfield, he appreciated the services provided by the Town.

Public Utilities Director Ted Credle provided an update to the Council on the sewer odor in South Smithfield. Mr. Credle explained that a strong odor was detected in the area in late November or early December of last year. Mr. Credle met with Johnston County Public Utilities Director Chandra Farmer to investigate possible causes. The Town hired a contractor to video the lines in the area. Mrs. Farmer explained that anytime wastewater is conveyed or treated, nuisance odors can be detected. Most nuisance odors originate from the primary treatment facility, the collection system or the solid waste handling facility. The County has been investigating and will continue to investigate the cause of the nuisance odors. It was possible that the vented manholes and the colder temperatures caused the odor. To address the problem, the source has to be located. The County will continue to do sampling. They will also consult with industry experts to help identify the best solutions. Mrs. Farmer asked for patience and understanding as it would take time to identify the source and effectively resolve the matter.

**2. Town Survey Results – ETC Institute**

Town Manager Michael Scott reminded the Council that they agreed to allowing staff to move forward with this survey at the end of the last fiscal year. The purpose of the survey was to gain citizen input. Mr. Scott introduced Jason Morado of ETC Institute. Mr. Morado explained that the results of the Town survey showed the citizen's level of satisfaction and their top priorities for improvement. Mr. Morado explained the following:

- Residents Have a Positive Perception of the Town  
70% rated the overall quality of Town services as excellent or good; only 10% rated it as below average or poor and 70% rated the Town as an excellent or good place to live; only 13% rated it as below average or poor
- Satisfaction with Town Services Is Much Higher in Smithfield Than Other Communities  
Smithfield rated above the U.S. Average and Regional Average in 42 of the 61 areas that were compared, Satisfaction with the overall quality of Town services rated 21% above U.S. Average and 19% above Regional Average, Satisfaction with customer service from Town employees rated 33% above U.S. Average and 35% above Regional Average
- Top Overall Priorities for Improvement:  
Economic Development and Maintenance of Streets, Sidewalks, Infrastructure

{Attached by reference and made a part of these official minutes is a copy of the ETC Satisfaction Survey Report which is on file in the Office of the Town Clerk}

Councilman Stevens expressed his appreciation to the leadership of the previous and current Council, the Town Manager and Department Heads

Mayor Moore stated although there are a lot of things that the Town cannot control, it can always control the level of professionalism and courteousness of Town employees. He was excited that 54% of the citizens had contacted the Town and 92% responded that Town employees were courteous and polite. He expressed his appreciation to the Town Manager, Department Heads and Staff.

Mayor Pro-Tem Scott thanked the citizens for their participation and challenged the staff to take these results very seriously as there was always room for improvement.

Councilman Barbour pointed out that 52% of the citizens had a poor or neutral response to value received from taxes and fees and 47% of the citizens felt that communication was an issue. He stated that the Council should look at all of the results both good and bad. He also highlighted that citizens wanted to see more events and those events should be held throughout the Town in all communities.

Town Manager Michael Scott thanked Jason Morado for delivering the results to the Council. The Town Manager explained that Economic Development Liaison Tim Kerigan had been involved with the Triangle J Council of Government's Livability pilot study and those results mirrored the results provided by Mr. Morado. He expressed his appreciation to the Town staff and the Town citizens.

## **PUBLIC HEARINGS:**

### **1. Unified Development Ordinance Text Amendment – Steve Bryant (ZA-17-07)**

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

Planning Director Stephen Wensman addressed the Council on a request by Steve Bryant. The applicant was requesting an amendment to Town of Smithfield Unified Development Ordinance (UDO) Article 6.5, Table of Uses and Activities to allow for restaurants as a permitted use by right within the O/I (Office & Institutional) zoning district.

Mr. Wensman explained the proposed zoning ordinance amendment will allow an additional use in the Office/Institutional District that:

- Supports the O/I District;
- Provides another option for reuse of existing structures within the District, thus preserves the

- historically significant structures which reflect the town's heritage;
- Preserves the character of the neighborhood (old period homes);
- Supportive of the Central Business District; and
- Creates no land use conflicts.

Mr. Wensman further explained that much of the existing O/I District was comprised of existing homes converted into office uses adjacent to the Central Business District. Other areas in the zoning district are in locations of parks, schools, the Johnston County Community College, the hospital and clinics, and government offices. There remained some single family homes within the O/I District in the area adjacent to the Central Business District. Staff believes restaurants to be a compatible use within the O/I District in that it will serve the district by providing eating options within walking distance while providing another opportunity to utilize the existing homes for non-residential use, thus preserving the existing character of the area. The allowance of restaurants would also contribute to the vitality of the nearby Central Business District. Staff also believes that allowing restaurants in the O/I District will not create a nuisance or create traffic that is detrimental to the area. The district is well served with roads, on-street parking, sidewalks and other urban amenities such that the use will blend in with the current mix of land uses.

The current comprehensive land use plan guides Office/Institutional land uses in areas that have already been developed or require buffering to prevent potential conflicting land uses. The O/I District is intended to buffer residential areas from commercial ones. The Comprehensive Land Use Plan provides caution about commercial infringement into established residential neighborhoods. The Plan states the infringement, "can damage the appearance of the neighborhood, diminish community pride, and cause unsafe traffic conditions for both motorists and pedestrians. Rezoning adjacent to residential uses, particularly those in conflict with the future land use map contained in this plan, should be done with great caution". Don't anticipate any land use conflicts. Consistent with the land use plans and policies. This will be a permitted use.

The Planning Department and the Planning Board recommend the Town Council approve the proposed amendment to Article 6 of the UDO and recommend the Town Council approve a statement declaring the request is consistent with the Town of Smithfield Comprehensive Growth Management Plan and that the request is reasonable and in the public interest

Planning Director Stephen Wensman has incorporated his entire record and provided it to Council in written form in the February 6, 2018 agenda packet.

Mayor Moore asked if there were any questions from the Council.

Councilman Barbour stated the O/I district was meant to act as a buffer between residential and commerce. He questioned what types of restaurants were allowable. Mr. Wensman responded that any type of restaurant, standard, carry out and fast food, would be permitted in the O/I district by permitted right. Mr. Barbour stated that restaurants in the O/I district should be by special use and not permitted use.

Councilman Ashley stated that the O/I districts are not large areas and he although he heard Councilman Barbour's concerns, he did not feel that there would be any negative impacts on those areas in restaurants were allowable by permitted use.

Mayor Moore asked if there was anyone in attendance that wished to speak on the matter. There were no comments from those in attendance.

Councilman Rabil made a motion, seconded by Councilman Ashley, to close the Public Hearing. Unanimously approved.

Councilman Ashley made a motion, seconded by Councilman Rabil, to approve the Text Amendment Request ZA-17-07 as submitted. Councilman Ashley, Councilman Rabil, Mayor Pro-Tem Scott and Councilman Stevens voted in favor of the motion. Councilman Barbour voted against the motion. Motion passed 4 to 1.

Town Clerk Shannan Parrish administered affirmations to those that wished to offer testimony during the Public Hearing

## **2. Special Use Permit - Boykin Investments, LLC. (SUP-18-01)**

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

Planning Director Stephen Wensman addressed the Council on a request by Boykin Investments, LLC. The applicant was requesting an amendment to an existing special use permit to expand an auto repair shop and to allow car rental in association with the existing uses. The property is considered for approval Southeast side of the intersection of Brogden Road and Interstate 95 a further identified as Johnston County Tax Identification # 15K11013.

Mr. Wensman explained the 8 acre property was substantially paved and contains three existing buildings, a 7,000 sq. ft. auto repair building, and 4,225 sq. ft. and 1,300 sq. ft. office buildings. The site was landscaped in 2006 consistent with the site plan approval for the addition of the 4,225 sq. ft. office building. Much of the landscaping has survived and is in good shape. The business has a changeable monument sign adjacent the Brogden Road frontage and a pole sign along the I-90 freeway ramp. A second unused pole for a pole sign is also located along the freeway frontage currently in violation of UDO Section 10.33 which requires unused signs to be removed. With the construction of the office building in 2006, the parking lot was striped, including handicapped parking stalls as required. The applicant keeps a tractor trailer behind the 7,000 sq. ft. repair building for tire storage. Since receiving special use permit approval and site plan approval for the office building, there are 5 carport facilities on site (as indicated on the site plan submitted with this application). The applicant proposes keeping one of them as a trash corral. No building or zoning permits were issued for the carports. Staff is recommending that the carports be removed from the site as a condition of approval, unless they are properly permitted.

Mr. Wensman explained that the expansion of the auto repair was a permitted use in the Unified Development Ordinance (UDO) and the auto repair use is conducted within the 7,000 sq. ft. building located on the site. The applicant was proposing a 3,600 sq. ft. expansion of this building to accommodate a paint spray booth. The paint spray facility addition would require a building permit. There are no restrictions in the Unified Development Ordinance UDO for a paint spray facility. The auto repair expansion was less than 25% of the gross floor area and was therefore exempt from any additional landscape requirements.

Mr. Wensman explained that the applicant was proposing to add auto rental services in conjunction with the auto repair business on the site. Auto rental required a special use permit. The applicant identified on the site plan a 45' x 135' area that would accommodate 26 rental cars. This area was well screened from the adjacent residential zoning/vacant agricultural area. The proposed car rental parking area was already paved, although not striped, and was therefore, exempt from landscaping requirements. The site parking area was substantial and staff does not believe any additional parking would be needed to accommodate the rental business. The existing parking lot striping is worn. Staff recommends two conditions pertaining to the auto rental use: 1) that the car rental be limited to 26 rental cars; 2) that the parking lot be restriped to include striping of 26 rental cars as indicated on the site plan.

Utilities: Town water and sewer are available across Brogden Road. The site is currently served by the Town's electrical service. The proposed use is not anticipated to have any impact on existing utilities.

Landscaping: As indicated above, the building addition and the auto rental use are exempt from any additional landscape requirements (Section 10.8.2). The existing landscaping provides adequate screening of the auto rental parking from adjacent vacant farm fields and residential zoning.

Site Access: Access to the site is located very near the I-95 entrance ramp. There will be no change

to this access. Staff recommends the parking lot be restriped to help with internal circulation and parking.

Environmental: The site is outside of the flood plane and there should be no environmental threats. Any environmental issues related to the paint spray booth will be addressed with the building code.

Signs: The applicant has not proposed any new signs at this time. Any new signs shall be permitted in accordance with the Town of Smithfield Unified Development Ordinance and shall be located within the boundaries of the subject property.

Stormwater Management: The proposed addition will occur in an area currently paved. The parking area for the rental use is also in an existing paved area. The proposal will add no additional impervious area and is therefore exempt from on-site detention.

The Planning Department recommends approval of the special use permit for auto rental with the following conditions:

- 1) That all carports be removed from the site unless inspected and permitted by the Johnston County Building Official;
- 2) That the car rental be limited to 26 rental cars; and
- 3) That the parking lot be restriped to include striping of 26 rental cars as indicated on the site plan.

Planning Director Stephen Wensman has incorporated his entire record and provided it to Council in written form in the February 6, 2018 agenda packet.

Mayor Moore asked the applicant if he was in agreement with the testimony provided by Mr. Wensman. The applicant, Joey Boykin, stated he was in agreement with the testimony provided.

Mayor Moore asked if there were any comments/questions from those that had been duly affirmed to offer testimony. There were no comments offered by anyone in attendance.

Mayor Moore asked if there were any questions from the Council

Councilman Ashley questioned if Mr. Wensman had an opportunity to speak with the applicant concerning the recommended conditions. Mr. Wensman responded that he sent the staff report to the applicant so he would know what was being recommended to the Council.

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

Mayor Moore asked if there were additional questions from Council. There were none.

### **The Written Finding**

Councilman Ashley made a motion, seconded by Councilman Barbour, to vote in the affirmative to all of the below eight Findings of Fact. Unanimously approved.

The Town Council shall issue a special use permit if it has evaluated an application through a quasi-judicial process and determined that:

1. The establishment, maintenance, or operation of the special use will not be detrimental to or endanger the public health, safety, or general welfare.
2. The special use will be in harmony with the existing development and uses within the area in which it is to be located.
3. The establishment of the special use will not impede the normal and orderly development and

improvement of the surrounding property for uses permitted in the district.

4. Adequate utilities, access roads, drainage, parking, or necessary facilities have been or are being provided.
5. Adequate measures have been or will be taken to provide ingress and egress so designed as to minimize traffic congestion in the public streets.
6. The special use shall, in all other respects, conform to all the applicable regulations of the district in which it is located.
7. Public access shall be provided in accordance with the recommendations of the Town's land use plan and access plan or the present amount of public access and public parking as exists within the Town now. If any recommendations are found to conflict, the system requiring the greatest quantity and quality of public access, including parking, shall govern.
8. The proposed use will be in conformity with the land use plan, thoroughfare plan, or other plan officially adopted by the Town Council.

**Record of Decision: Approval of Conditional Use Permit Application Number SUP-18-01**

Councilman Rabil made a motion, seconded by Councilman Ashely, based upon satisfactory compliance with the above eight stated findings and fully contingent upon acceptance and compliance with all conditions as previously noted herein and with full incorporation of all statements and agreements entered into the record by the testimony of the applicant and applicant's representative I move to recommend approval of Special Use Permit Application # SUP-18-01 with the following conditions:

- 1) That all carports be removed from the site unless inspected and permitted by the Johnston County Building Official;
- 2) That the car rental be limited to 26 rental cars; and
- 3) That the parking lot be restriped to include striping of 26 rental cars as indicated on the site plan.

Unanimously approved.

**CITIZENS' COMMENTS:** There were none

**CONSENT AGENDA:**

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

1. Approved the following Minutes:
  - January 2, 2018 – Special Meeting
  - January 2, 2018 – Regular Meeting
2. Special Event – The Town Council approved the rescheduling of the Martin Luther King, Jr. Parade to be held on Saturday, February 24, 2018 at 3:00 pm. The parade will follow the same route as the Christmas parade in Downtown..
3. Approved an amendment to the FY 2017-2018 Adopted Fee Schedule. This amendment added fees at the Sarah yard Community Center and added HOA fees for the Recreation and Aquatics Center.

*{Attached by reference and made a part of these official minutes is a copy of the Amended Fee Schedule which is on file in the Office of the Town Clerk}*

4. Approved a contract amendment with Thompson, Price, Scott, Adams & Co., P.A. to complete the Town of Smithfield audit for fiscal year ending June 30, 2017 by January 31, 2018.

*{Attached by reference and made a part of these official minutes is a copy of the contract amendment with Thompson, Price, Scott, Adams & Co., P.A. which is on file in the Office of the Town Clerk}*

5. Approved the following budget amendments:

	<u>BEFORE</u>	<u>ADJ.</u>	<u>AFTER</u>
<b><u>WATER/SEWER FUND</u></b>			
<b>1. Expenditure</b>			
30-00-9990-5300-0000 Contingency	\$ 140,815	\$ (60,000)	\$ 80,815
30-71-7220-5300-4501 Water/Sewer Distribution - Contract Services	<u>\$ 142,000</u>	<u>\$ 60,000</u>	<u>\$ 202,000</u>

To fund higher than normal water line breaks and street repair due to extreme cold

**GENERAL FUND**

**1. Expenditure**

10-00-9990-5300-0000 Contingency	\$ 108,475	\$ (35,817)	\$ 72,658
10-60-6200-5700-7400 Parks and Rec Capital Expenditure	<u>\$ 40,000</u>	<u>\$ 35,817</u>	<u>\$ 75,817</u>

To fund actual cost for repairs to the Neuse River Bank

6. Approved the submission of an application for a Golden Leaf Grant in the amount of \$500,000 for Water Delivery Initiative

*{Attached by reference and made a part of these official minutes is a copy of the Golden Lead Grant Application which is on file in the Office of the Town Clerk}*

7. Approved the acceptance of an ElectriCities Smart Community grant in the amount of \$4,000 for marketing materials. This was a dollar for dollar matching grant
8. Approved a Career Ladder promotion in the Police Department. The officers was promoted from the rank of Police Officer II to the rank of Master Police Officer.
9. Approved a Career Ladder promotion in the Police Department. The officers was promoted from the rank of Police Officer I to the rank of Police Officer II.
10. The following Advisory Board Appointments were approved:
- a. Stephen Upton was reappointed to serve a fourth term on the Board of Adjustment
  - b. Earl Marett was reappointed to serve a fifth term on the Parks and Recreation Advisory Committee
  - c. Tim Johnson was reappointed to serve a second term on the Parks and Recreation Advisory Committee
  - d. Teresa Daughtry was reappointed to serve a third term on the Planning Board.

## 11. New Hire Report

<u>Position</u>	<u>Department</u>	<u>Budget Line</u>	<u>Rate of Pay</u>
P/T Instructor	P & R – Recreation	10-60-6200-5100-0210	\$10.00/hr.
P/T Lifeguard	P & R – Aquatics	10-60-6220-5100-0220	\$7.50/hr.
P/T Scorekeeper	P & R – Recreation	10-60-6200-5100-0210	\$8.00/hr.
P/T SRAC Staff	P & R – Aquatics	10-60-6220-5100-0210	\$9.00/hr.
P/T SRAC Staff	P & R – Aquatics	10-60-6220-5100-0210	\$9.00/hr.
Sanitation Worker	PW – Sanitation	10-40-5800-5100-0200	\$10.75/hr. (\$22,360.00/yr.)

  

<u>Current Vacancies</u>		
<u>Position</u>	<u>Department</u>	<u>Budget Line</u>
Electric Line Technician	PU – Electric	31-72-7230-5100-0200
Equipment Mechanic	PW – Garage	10-30-5650-5100-0200
Facility Maint. Specialist II	P&R – Recreation	10-60-6200-5100-0200
P/T Lifeguard	P & R – Aquatics	10-60-6220-5100-0220

Unanimously approved.

## BUSINESS ITEMS:

### 1. Approval of Council Appointments

#### a. Triangle J. Council of Governments Delegate

Mayor Pro-Tem Scott made a motion, seconded by Councilman Ashley, to appoint Mayor M. Andy Moore to serve on the Triangle J. Council of Governments Board of Delegates. Unanimously approved.

#### b. Upper Coastal Plain Area Rural Planning Organization – Rural Transportation Advisory Committee

Mayor Pro-Tem Scott made a motion, seconded by Councilman Rabil, to appoint Mayor M. Andy Moore to serve on the Upper Coastal Plain Area Rural Planning Organization – Rural Transportation Advisory Committee. Unanimously approved.

#### c. Appearance Commission

Mayor Pro-Tem Scott made a motion, seconded by Councilman Rabil, to appoint Councilman Stevens to serve as the Ex-Officio member of the Appearance Commission. Unanimously approved.

#### d. Parks and Recreation Advisory Committee

Councilman Ashley made a motion, seconded by Councilman Rabil, to appoint Councilman Barbour to serve as the Ex-Officio member of the Parks and Recreation Advisory Committee. Unanimously approved.

### 2. FY 2016-2017 Audit Presentation

Finance Director Greg Siler introduced Allen Thompson of the auditing firm Thompson, Price, Scott and Adams. Mr. Thompson expressed his appreciation to the Council for allowing his firm to conduct the Town's annual audit. Mr. Thompson explained that there were no significant findings or conclusions. He did stated that the following items were addressed and have been corrected with staff:

- The balance sheet needs to be reviewed each month, and the finance staff should ascertain that all accounts that should clear out have been appropriately reflected (in particular, payroll accounts, customer deposits, refunds payable, etc).
- The Town needs to review its aged accounts receivable balances to determine those accounts deemed uncollectible. Collection procedures should be reviewed to assure that every effort is made to collect overdue balances. In addition, these balances should be adjusted to the subsidiary ledger; otherwise, revenues reflected on the budget statements may be incorrect.

Mr. Allen reviewed the following 5 year Financial Information with the Council:

<b>TOWN OF SMITHFIELD</b>					
FINANCIAL INFORMATION FOR 5 YEARS					
	<b>2017</b>	<b>2016</b>	<b>2015</b>	<b>2014</b>	<b>2013</b>
Total Fund Balance - General Fund	10,130,869	8,913,863	7,475,665	5,797,039	3,891,791
Unavailable Fund Balance (Reserve for State Statute, Prepaid))	1,971,507	1,506,702	1,401,994	1,287,120	1,331,850
Restricted and Assigned Fund Balance	2,282,734	2,269,605	1,559,630	1,522,928	1,648,203
General Fund Expenditures (including transfers out)	12,512,751	11,972,964	11,343,664	10,942,231	11,300,338
Fund Balance Available as % of General Fund Expenditures	15.76%	12.58%	12.36%	11.76%	11.79%
Unassigned Fund Balance (Previously Unreserved and Undesignated Fund Balance)	7,848,135	6,644,258	5,916,035	4,274,771	2,243,588
Unassigned Fund Balance as % of General Fund Expenditures	62.72%	55.49%	52.15%	39.07%	19.85%
Revenues over (under) expenditures before contributions and transfers					
General Fund	1,888,598	1,029,493	1,528,708	1,727,780	1,293,223
Electric Fund	1,817,046	2,544,583	978,892	390,473	(646,512)
Water & Sewer Fund	1,233,693	(219,557)	(1,278,646)	(169,256)	1,025,833
Cash vs. Accumulated Depreciation - Water & Sewer Fund					
Total Fixed Assets	43,768,313	17,227,066	15,248,885	15,243,737	14,983,145
Accumulated Depreciation	10,350,317	9,782,471	6,346,321	8,785,234	8,380,523
Cash	6,629,940	5,592,664	3,840,991	4,993,742	5,303,126
Cash vs. Fund Balance					
Cash - General	8,604,897	7,900,709	6,639,944	4,956,408	2,939,727
Cash - Electric Fund	9,282,831	8,816,664	6,177,833	5,356,227	5,190,130
Cash - Water & Sewer Fund	6,629,940	5,592,664	3,840,991	4,993,742	5,303,126
Cash - Other Governmental	7,514	569,287	90,242	405,061	3,023,131
Fund Balance - General	10,130,869	8,913,863	7,475,665	5,797,039	3,891,791
Fund Balance - Electric Fund	15,850,535	14,924,575	12,379,992	11,514,023	11,123,550
Fund Balance - Water & Sewer Fund	10,845,401	9,583,897	9,803,454	11,204,437	11,373,693
Fund Balance - Other Governmental Funds	(683,769)	43,244	(446,411)	(114,171)	2,509,744
Property Tax Rates	0.57	0.57	0.57	0.57	0.57
Collection Percentages	99.89%	99.85%	99.73%	99.38%	99.00%
Collection Percentages (excluding Motor Vehicle)	99.88%	99.83%	99.71%	99.55%	99.65%
Total Property Valuation	1,081,032,456	1,070,620,137	1,070,002,580	1,012,741,549	1,024,491,550
Total Levy Amount	6,161,885	6,102,448	6,098,928	5,772,630	5,839,605
Breakdown of General Fund Revenues					
Ad Valorem Taxes	6,232,366	6,171,250	6,194,624	6,201,597	5,835,498
Other Taxes, License & Permits	298,455	258,171	253,750	318,690	283,006
Intergovernment Revenue	4,210,875	3,845,966	3,748,811	3,413,450	3,314,059
Sales and Services	2,681,040	2,600,634	2,516,261	2,538,634	2,792,478
Investment Earnings	13,628	9,955	4,752	1,511	4,108
Miscellaneous	126,761	116,481	154,174	196,129	364,412
Total	13,563,125	13,002,457	12,872,372	12,670,011	12,593,561
Breakdown of General Fund Expenditures					
General Government	1,552,265	1,397,652	1,337,361	1,070,208	1,336,975

Public Safety	4,754,200	4,378,854	4,543,545	4,326,485	4,487,769
Street and Public Works	1,381,381	1,388,761	1,377,268	1,333,246	1,067,039
Sanitation	997,160	1,000,433	961,077	992,136	1,011,286
Cultural & Recreational	1,754,115	1,660,323	1,652,845	1,685,257	1,648,251
Debt Service	1,235,406	1,985,821	1,212,677	1,511,857	1,675,112
Capital Outlay	-	161,120	258,891	23,042	73,906
Total	11,674,527	11,972,964	11,343,664	10,942,231	11,300,338

Mayor Moore thanked Mr. Thompson for presenting the audit.

*{Attached by reference and made a part of these official minutes is a copy of the FY 2016-2017 Audit which is on file in the Office of the Town Clerk}*

### **Councilmembers Comments**

- Councilman Ashley asked if it would be possible to put the survey results and the audit on the Town's website.
- Councilman Barbour informed the Council that he attended the Chamber's Annual Event which was an outstanding event. Dr. Barbour also attended the Johnson County Public School's Program JoCo 2020. Superintendent Ross Renfrow outlined how the school system was working towards more individualized learning and technology in the classroom. He encourage the Town Council to support our local schools.
- Mayor Pro-Tem Scott stated that in light of the survey results and the audit results he was very proud of the Town Staff and reminded everyone there was always room for improvement.

### **Town Manager's Report:**

Town Manager Michael Scott gave a brief update to the Council on the following items:

- The January 12th Martin Luther King Parade has been rescheduled for Saturday, February 24th at 3:00 in the afternoon.
- A new director for the Smithfield/Selma Chamber of Commerce has been selected and his contract approved by the Board of Directors. There will be a Chamber Open House on Tuesday, February 27th at 5:30 to meet the new Director, Mike Mancuso.
- Boy Scout Troop 77, led by Griffin Moore, picked up garbage on the Greenway from the JC Kiddie park all the way to the Community Park. They collected over 40 bags of trash. The Town Manager expressed his appreciation to Griffin Moore and the members of the Boy Scout Troop 77 that assisted with the cleanup efforts of the Greenway.
- It was recently reported that a joint meeting was held with the Johnston County Board of Commissioners and the schools to discuss the findings of a land use survey. Smithfield did not participate in that survey because the manager did not see the email that was sent from the school system. The Manager has reached out the school system and has completed the survey. The Town will meet with NC State representatives so that the survey results from Smithfield are fully incorporated into the study. The Manager apologized for missing the email.
- The Finance Department's software installation is nearing completion. Utility billing went live on January 29th. Some complications arose causing an unforeseen delay with the February 1st, billing cycle. Customer billing had to be keyed in by hand for a one week period and then reconciled with the LOGICS System. We anticipate getting the invoices

to the post office tomorrow, which is about one week late. The billings are normally due on the 20th of each month.

### **Department Reports**

A highlight of each department's monthly activities was given to the Council

**Closed Session: Pursuant to NCGS 143.318-11 (a)(3):** *To consult with an attorney employed or retained by the public body in order to preserve the attorney-client privilege between the attorney and the public body, which privilege is hereby acknowledged.*

Councilman Ashley made a motion, seconded by Mayor Pro-Tem Scott, to enter into closed session pursuant to NCGS 143.318-11 (a)(3). Unanimously approved at 8:25 pm

### **Reconvene in Open Session:**

Councilman Ashley made a motion, seconded by Mayor Pro-Tem Scott, to reconvene in open session. Unanimously approved at 9:23 pm.

### **Recess**

Mayor Pro-Tem Scott made a motion, seconded by Councilman Rabil, to recess the meeting until Monday, February 12, 2018 at 7:00 pm. The meeting recessed at approximately 9:24 pm.

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M. Andy Moore, Mayor

ATTEST:

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Shannan L. Parrish, Town Clerk