

The Smithfield Town Council met in regular session on Tuesday, December 1, 2020 at 7:00 p.m. in the Council Chambers of the Smithfield Town Hall, Mayor M. Andy Moore presided.

Councilmen Present:

John Dunn, Mayor Pro-Tem
David Stevens, District 2
Dr. David Barbour, District 4
Stephen Rabil, At-Large
Roger Wood, At-Large

Councilmen Absent

Marlon Lee, District 1
Travis Scott, District 3

Administrative Staff Present

Michael Scott, Town Manager
John Blanton, Fire Chief
Ted Credle, Public Utilities Director
Julie, Edmonds, Interim Deputy Town Clerk
Gary Johnson, Parks & Rec Director
R. Keith Powell, Chief of Police
Greg Siler, Finance Director
Stephen Wensman, Planning Director

(Note: All Town Department Heads were present, but due to Social Distancing and Mass gathering restrictions related to Covid19, they were not present in the meeting room unless an item from their Department was discussed)

Also Present

Bob Spence, Town Attorney
Bill Dreitzler, Town Engineer

Administrative Staff Absent

Lenny Branch, Public Works Director
Tim Kerigan, Human Resources/PIO
Shannan Parrish, Town Clerk

CALL TO ORDER

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

INVOCATION

The invocation was given by Councilman Barbour followed by the Pledge of Allegiance

Mayor Moore stated Town Clerk Shannan Parrish was absent due to an illness. Town Manager Michael Scott introduced Julie Edmonds Interim Deputy Town Clerk for the purpose of this meeting.

APPROVAL OF AGENDA:

Councilman Rabil made a motion, seconded by Councilman Barbour to approve the agenda with the following amendments:

Business Items:

- *Item #1 – Update on the Drone Program.* Due to the absence of Tim Kerigan, this item was removed from the agenda.
- *Item #5 – Consideration and request for approval to adopt ZA-20-03 (Amendments to the UDO).* Councilman Barbour requested this item be removed from the agenda and be discussed at a recessed meeting to be held on December 7, 2020 at 6:30 pm

Consent Agenda:

- *Item #1 – November 10, 2020 – Regular Meeting.* Additional language is needed for the Kamdon Ranch item in the minutes. This item was moved to Business Item #1.

Unanimously approved.

PRESENTATIONS:

1. Acceptance of the 2020 North Carolina American Water Works Association & Water Environment Federation Award for Potable Water Distribution System of the Year

Public Utilities Director Ted Credle informed the Town Council the Town of Smithfield had been awarded the 2020 North Carolina American Water Works Association and Water Environment Federal Award for potable water distribution system of the year. Mr. Credle explained the purpose of the North Carolina Water Distribution System of the Year award was to identify and recognize the municipality that protects the public health through proactive practices of management, operations, and maintenance of their water distribution system beyond minimum standards. To assist in these efforts, the water distribution system committee annually recognize systems in North Carolina based on the size of their system. In 2020, only three systems were selected. For the fourth consecutive year, the Town of Smithfield has won the category. Recipients of the award have demonstrated they perform quality water system maintenance procedures through the efficient use of labor, materials, equipment, and innovative methods to keep their distribution system in good working condition to minimize health hazards. The award honors the system's personnel that serve their community with a high level of professionalism and diligent work and the operation and maintenance of their water distribution system facilities. The Town of Smithfield staff make the most of their available resources, no matter how great or small.

2. Acceptance of the 2020 North Carolina American Water Works Association & Water Environment Federation Award for Sanitary Sewer Collection System of the Year

Public Utilities Director Ted Credle informed the Town Council the Town of Smithfield had been awarded the 2020 North Carolina American Water Works Association and Water Environment Federal Award for sanitary sewer collection system of the year. Mr. Credle explained the purpose of the award was to identify and recognize municipalities that protect the public health and the natural beauty of the environment through proactive practices of management, operations, and maintenance beyond what was required. To assist in these efforts, the committee annually recognizes three wastewater systems based on size small, medium, and large. For the fourth consecutive year, the Town of Smithfield has won the small count size category. Recipients of the award for collections will have demonstrated they perform quality system maintenance procedures through the efficient use of labor, materials, equipment, and innovative methods to keep their collection system in good working condition to minimize health hazards and property damage that occurred due to sanitary sewer overflows during wet and dry weather conditions. This award honors the collection system personnel that serve their community with a high level of professionalism, diligent work and the operation and maintenance of their wastewater collection system facilities. The Town of Smithfield staff have proven themselves to make the most of their available resources no matter how great or small.

3. Fiscal Year 2019-2020 Annual Audit

Finance Director Greg Siler introduced Alan Thompson from the auditing firm of Thompson, Price, Scott and Adams, PA.

Mr. Thompson informed the Council there were no significant audit findings, no difficulties were encountered, no uncorrected misstatements and no disagreements with management. Management did provide a representation letter dated October 22, 2020 and we were unaware that management was consulting without accountants or auditors. The main reason the Town hires an auditing firm is to issue an opinion on the financial statements. The auditors did issue an opinion as an unmodified report which is a good report with no financial statement findings or compliance findings on any grant or state federal funds the Town received.

Mr. Thompson explained the audit provides a comparison of the past four years. The General Fund total fund balance as a percentage available as a percentage was 85.92%. Total fund balance as a percentage of total expenditures was 105.73%. When compared to total governmental funds which is not just general funds, there was an increase of 12.29% over last year. He further explained that for the enterprise funds (Electric and Water/Sewer) you primarily look for cash flow in those funds. The Town of Smithfield has excellent cash flow in both of those funds.

Mr. Thompson explained the Town of Smithfield is financially healthy. This is due to increases in the three major fund balances and the decrease in debt.

Councilman Barbour stated on page two of the report, there is a statement that the Town needs to review its aged accounts receivable balances and determine if those accounts deem uncollectible. He questioned how many aged accounts had fallen into that category and if the current pandemic played a factor in that opinion. Mr. Thompson responded that he would be slow to write those accounts off too because if someone were to move back into Town, you have an easy way to collect those past due amounts. As an auditor, when accounts get to a certain age, they need to be written off. Mr.

Thompson stated he did not view this as a major issue, and therefore not listed as a finding in the financial statement.

Councilman Barbour stated the fund balance for 2020 was 85.92% and last year it was 90.66%, but Mr. Thompson stated the fund balance was increasing. The money in the fund balance was increasing, but the percentage in the fund balance in comparison is decreasing. Mr. Thompson explained that accounts receivable may have been higher than last year or if funds were budgeted out of fund balance, it could have an impact on the percentage even though your total fund balance percentage is higher. The components of it can differ from year to year.

Finance Director Greg Siler explained that fund balance was calculated based on cash on hand, but it is also calculated based on expenditures for the current year. Last year, the Town transferred over a million dollars from the general fund balance to aid with capital projects. As a result, loans were not needed for these capital projects. Therefore, expenses increased, and the fund balance decreased.

PUBLIC HEARINGS:

1. **Rezoning Request – East River PUD (RZ-20-07):** The applicant was requesting substantial changes to the previously approved East River Planned Unit Development Master Plan. The subject property is located on the east and west side of Buffalo Road approximately 490 feet north of its intersection with M. Durwood Stephenson Parkway. The property is further identified as Johnston county Tax ID# 14075013.

Councilman Barbour made a motion, seconded by Councilman Wood, to open the public hearing. Unanimously approved.

Planning Director Stephen Wensman explained in 2018, the Town reviewed the original PUD master plan for the site which included 280 single family home including up to 76 attached single family units (triplexes). Also, 35 townhomes were located on the east side of Buffalo Road. Earlier this year, there was an issue with the planned stormwater pond, which was to be in the Neuse River buffer, but NCDEQ would not allow that to move forward as planned. The stormwater was redesigned which resulted in the removal of park spaces in between the rows of homes. That stormwater plan also was not feasible. Reid Smith has hired David DeYoung to redesign the site. This is the third revision to the site which has moved the stormwater towards the back near the river but not in the Neuse buffer. They have incorporated a focal point to the whole development which is a central park. The area around the central park is where the townhomes are organized which is a better design. The other change is all the townhomes are now on the east side of Buffalo Road. The different parts of the development are clearly identified and distinct.

Mr. Wensman explained that this submittal has 293 residential lots: 168 are detached single family homes, 60 are single family triplexes, and 65 are townhomes. The phasing for this development has gone from nine phases to seven phases. Phases one and two are under construction and are not affected by this change. The PUD plan alters stormwater management, adds a new central park feature, a new mail kiosk area, and guest parking for the triplex lots will be provided around the central park area. It also improves the routing of the greenway away from the cul-de-sac and second pump station.

Mr. Wensman stated there was a reimbursement agreement with the developer. With these changes the agreement will have to be amended.

Mr. Wensman explained there was a 100-foot Neuse buffer that will not be impacted by the changes. As a reminder, this development is partially within the watershed protection overlay district. The overlay district provides an extra layer of regulation intended to protect the water supply watershed from pollution caused primarily from stormwater runoff. Within the WS IV-PA lot sizes are limited to ½ acre lots, unless cluster subdivision standards are followed (UDO Section 7.34). Impervious surfaces are limited to 24% unless the high-density option is utilized (UDO Section 10.92.6.2.3). With the high-density option, higher level of stormwater management controls is required and allows up to 75% impervious limit. The master plan complies with the cluster subdivision standards with a few exceptions. The exceptions are lot size, lot with setbacks and building separation, which was all the same that was originally proposed. Access has also changed. Originally, there were two access points on the west side of Buffalo Road and a single access to

the east side of Buffalo Road. Now there are two access points on the east and west sides of Buffalo Road. The roads on the east side will be private, including the parking lot which will be maintained by the HOA. The outer loops remain at 60 feet in width, the roads are 20 foot in width with a model valley curb, and the inner street right of way is 50 feet in width. Phases six and seven are now townhomes which will require a special use permit approval. Sidewalks are shown on both sides of every street which is consistent with the original PUD. Sidewalks were required along Buffalo Road, but the Town Council allowed a 10-foot trail in lieu of the sidewalks.

Mr. Wensman explained there was a public Greenway corridor running through the middle of the development which provides public access from the road through the park to the river. The river would be the desired route for the Mountains to the Sea Trail if we can connect it to adjacent properties in the future. In the meantime, they are going to be developing the trail from the south of the center trail spine that goes through the park down around the SECU pond to the cul-de-sac. The portion will be constructed by the developer. The park to the north would be built in the future.

Park dedication was required with each final plat. The central park feature is going to be a private park with the public trail quarter running through the middle of it. The Park master Plan does not indicate a need for a park in this area, therefore, no park dedication is going towards the private park feature.

The development will be served by Town water, sewer and electrical service. Wastewater flow for the development is estimated to be 113,400 gallons per day. Phases 1 and 2 will have gravity flow and 3-5 will require a pump station to be located just beyond the Shore Court cul-de-sac. The wastewater pump station will be required to meet Town standards with appropriate public access for maintenance to the satisfaction of the Utilities Director. The pump station is shown to be located near future residential homes and potentially interfering with the required stormwater SCM maintenance accessway. The pump station should be screened from adjacent residential homes.

The stormwater management has been modified with this revised PUD Plan. In the original PUD, the exiting pond by the Neuse River was to be used as a SCM. NCDEQ rejected this proposal. In the 2nd revision, the PUD open space was dominated by SCMs which was a concern for the Town Council. The revised PUD Plan, stormwater SCMs are to be located on both sides of the exiting pond by the Neuse with additional SCMs on the east side of Buffalo Road. Both SCMs by the appear to have adequate maintenance access. More information is needed to ensure the pump station design and the SCM access are adequate and to the satisfaction of the Town.

There are no specific landscaping standards for single family residential development, however multi-family development must comply with the landscaping requirements of the UDO including bufferyard and streetyard requirements. The revised masterplan shows no bufferyard or landscape yards with the multi-family development in phases 6 & 7.

A preliminary lighting plan has been provided with the light poles within easements located just beyond the public rights-of-ways.

The development is a maintenance free development with the HOA responsible for maintenance of yards and shared open space and amenities. The Town Attorney approved the HOA documents prior to recording the final plat for the first phase. With each successive phase the HOA documents will be modified to incorporate new phases.

The plan was originally consistent with the comprehensive plan from 2018. The current comprehensive plan has a prohibition on lots that are less than 45 feet in width. Some of the lots in this development are as narrow as 37 feet. It is a conflict with a current plan, but it is conforming with the plan that was in place when this development is originally conceived. Staff is comfortable with the PUD and believes it is in spirit and the intent of the original comprehensive plan.

The Planning Staff and Planning Board recommend approval of the Amended PUD Master Plan for the East River subdivision with the following conditions (condition #8 was added by Staff):

- 1) That all phases of the subdivision shall be incorporated into the Homeowners Association deed restrictions and covenants prior to final plat of each phase.
- 2) That a park dedication fee in lieu of parkland be paid prior to recording the final plat approval of each phase of the development consistent with Article 10, Section 10.112.8.

- 3) That the public trail be constructed successively with each phase of the development in public right-of-way or within public easements as shown on the PUD Plan, with the exception of the dead-end section of the greenway trail by the Neuse River extending to the north extent of the development and a small segment to connect to the southern extent of the development.
- 4) That the pump station and all SCM accessways be designed to meet Town's UDO requirements and to the satisfaction of the Town Engineer and Public Utilities Director's satisfaction.
- 5) The utilities shall be designed such that extension can be made conveniently and without undue burden or expense to serve future adjacent development.
- 6) That landscaping be incorporated into each phase of the development consistent with phase 1 landscaping and that additional landscaping be placed along the edges of the development in phase 6 to provide for additional buffering.
- 7) That access to phases 6 and 7 be private maintained by the HOA.
- 8) That application for a special use permit be submitted for the townhouse development in phases 6 & 7.

Planning Staff and the Planning Board recommends approval of the zoning map amendment RZ-20-07 with 8 conditions of approval and with a statement declaring the request 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 December 1, 2020 agenda packet.

Mayor Moore asked if there were any questions from Council.

Mayor Pro-Tem Dunn stated when this was originally proposed to the Town Council, there was concerns about the width of the streets as it related to access for fire trucks and town garbage trucks. The plan was to keep as much parking off the street as possible. This plan has overflow parking around the park area which will be on street parking with no additional overflow parking. He asked if this was corrected. Mr. Wensman responded he was correct in his summation. Mr. Wensman further responded that through the HOA agreement there is a restriction for parking to be only on one side of the street.

Councilman Barbour questioned that if in the future, the HOA decides it does not want or cannot maintain the private roads would they petition the Town to take responsibility of those roads. Mr. Wensman explained originally the infrastructure on the east side of Buffalo Road were designed as public roads. In this revision, the streets became a parking lot to which the Town has no interest. Staff made it clear that they did not want this to be part of the public street infrastructure. Mr. Wensman responded there would be the ability for them in future to petition the Town to take responsibility of the road (not the parking lot) if there was adequate right of way and if the condition of the road were developed to Town standards.

The applicant, Reid Smith, of 114 West Main Street, Clayton, NC expressed his appreciation to the Council and to the staff for hearing this. He explained there has been some stormwater challenges. As a result, Mr. Smith brought in David DeYoung for a different approach. Mr. Smith stated this was one of the largest residential development in Smithfield and he and his staff want to be proud of it and he wants the Town Council to be proud of it. This revision was before the Council because Mr. Smith and his staff were trying to make it a better designed development. Mr. Smith explained that the stormwater areas behind the townhouse were not desirable, so he and his staff redesigned them. Also, he wanted to rework the amenities to add a central theme to the area.

David DeYoung of 114 West Main Street, Clayton, NC stated he could answer any of the Council's questions.

Mayor Pro-Tem Dunn stated the roads were smaller than a lot of Town roads and there were initial concerns about on-street parking. Mr. DeYoung responded the loop around the central park area is being provided outside of the existing right of way so the lane edge will remain the same. Two travel lanes will be unimpeded by that on-street parking. Mr. DeYoung also explained there are currently parking spaces around the mail kiosks for Phase One and Phase Two. When all phases are completed, the mail kiosks will be moved to a central location, but the parking spaces will remain. This will allow additional overflow parking.

Mayor Pro-Tem Dunn questioned the amount of parking around the park. Mr. DeYoung responded there was between 30 and 50 spaces.

Councilman Barbour questioned since the HOA would be responsible for yard maintenance, shared amenities, and open spaces, would it also be responsible for road maintenance. Mr. DeYoung responded anything that was not designated as public, the HOA would be responsible for the maintenance. A budget is developed for all the maintenance of anything deemed as private. When the HOA was established, it was set up with initial funding from the developer. The HOA has the authority to adjust its annual dues based on its budgetary needs.

Mayor Moore stated that a previous townhome development was designed with public streets. From the beginning, the Town did not accept those streets because they were not to Town standards. Once those streets met Town standards, the Town accepted them. Mayor Moore questioned if it would be known prior to purchase of the townhomes, that the entire area would not be maintained by the Town. He stated he would be comfortable if those residents at closing would sign something stating the roads are not the responsibility of the Town. Mr. DeYoung responded that the current process is that all public roads get bonded and the bonds are not released until they are accepted by the Town. There is a one-year warranty acceptance period where the Town can require the developer to fix any imperfections. On the plats, private road are delineated as such. Everything on the east side will be labeled private. The only thing that will be common as a street will be that it will have a name because of 911.

Councilman Barbour questioned if the street signs would be labeled as private. Mr. DeYoung responded that NCDOT and the Town of Clayton are now requiring that street signs have a small square on the sign identifying the street/ road as State, public or private. He stated they would be happy to put those on the private street/road signs.

Mayor Moore asked if there was any in attendance who wished to speak on this matter.

John Twisdale, Jr of 5536 Pine Drive, Raleigh, NC stated his family owns property on the north and south side of the development and asked that the Council consider requiring additional buffering to the adjacent properties in addition to what is currently proposed. He asked the Council to make it a condition upon approval of this change that additional buffering be installed by the developer.

Mr. Twisdale questioned as to where the two stormwater ponds would discharge. Mr. DeYoung responded those ponds will ultimately discharge into the Neuse River. They must meet stormwater control measures before they discharge on either side. Mr. Twisdale stated he was concerned where it would discharge on the west side development. Mr. Wensman responded the discharge would flow toward the river and not towards Mr. Twisdale's property.

Mr. Twisdale further asked the Council to make it a condition, it is confirmed, that the water would drain away from our property to the south instead of towards our property since we are not sure where the water would drain. Mayor Moore responded it was his understanding from the applicant that water would not drain onto Mr. Twisdale's property. Mr. Smith responded the water would drain in the same way it was originally proposed which will eventually flow into the Neuse River.

Mr. Wensman explained that the plan currently has a buffer installed. It is a 40-foot buffer with a hedge row and deciduous trees. Mr. DeYoung explained phase one was already constructed and the buffer width is established because lots are already platted lots. On the other side of the development there is a 100-foot easement for natural gas and DEP. There is no way for us to increase the buffers.

Mayor Moore questioned if the plantings had been installed. Mr. DeYoung responded they were getting ready to do the plantings on that side of the road because phase one just finished platting. Landscaping will continue as houses are built in phase two.

Mr. Twisdale requested the Council consider the adjacent property owners and the visual impact that is occurring.

Councilman Barbour questioned the density of the buffer. Mr. Wensman responded there would be five overstory trees. 4 understory trees and a hedge row immediately at the edge of the lots. He

reminded the Council that there was no specific landscape requirement for single family homes, but the PUD it can be negotiated. Once developed they will be substantial in density.

Mr. Twisdale stated that a tree that would be 20 to 30 feet in height would be ideal.

Mr. Smith stated the buffer was a part of the originally proposed plan and as Mr. Wensman stated they were not required to install the buffer. Mr. Smith stated he agreed to put in the landscape buffer to address the concerns of Mr. Twisdale. If Mr. Twisdale would like to secure his property further, he has room on his property to install the desired trees. Mr. Smith has in good faith put in this buffer and are committed to install it as it is currently approved.

Mr. Twisdale questioned if changes could be made to the master plan. Mr. Wensman respond this was a new PUD master plan so the Town Council could negotiate additional conditions or changes to the plan as are appropriate to address and concerns or the needs for public safety or welfare. Since phases one and two are already approved, they cannot be changed.

Mr. Twisdale stated the development has created a hardship on the adjacent property owners. He further stated the Council as well as the developer should consider additional buffering.

Councilman Wood made a motion, seconded by Councilman Barbour, to close the public hearing. Unanimously approved.

Councilman Barbour stated that while he empathized with people living in a neighborhood that was drastically changing, he felt the developer had provided has done a good job of providing a buffer.

Councilman Barbour made a motion, seconded by Councilman Wood, to recommend approval of the revised PUD Master Plan, RZ-20-07, with the following 9 conditions of approval with a statement declaring the request consistent with the Town of Smithfield Comprehensive Growth Management Plan and that the request is reasonable and in the public interest.

- 1) That all phases of the subdivision shall be incorporated into the Homeowners Association deed restrictions and covenants prior to final plat of each phase.
- 2) That a park dedication fee in lieu of parkland be paid prior to recording the final plat approval of each phase of the development consistent with Article 10, Section 10.112.8.
- 3) That the public trail be constructed successively with each phase of the development in public right-of-way or within public easements as shown on the PUD Plan, with the exception of the dead-end section of the greenway trail by the Neuse River extending to the north extent of the development and a small segment to connect to the southern extent of the development.
- 4) That the pump station and all SCM accessways be designed to meet Town's UDO requirements and to the satisfaction of the Town Engineer and Public Utilities Director's satisfaction.
- 5) The utilities shall be designed such that that extension can be made conveniently and without undue burden or expense to serve future adjacent development.
- 6) That landscaping be incorporated into each phase of the development consistent with phase 1 landscaping and that additional landscaping be placed along the edges of the development in phase 6 to provide for additional buffering.
- 7) That access to phases 6 and 7 be private maintained by the HOA.
- 8) That application for a special use permit be submitted for the townhouse development in phases 6 & 7.
- 9) Street signs would have a designation of a private street (as outlined by NCDOT standard)

Unanimously approved.

- 2. Rezoning Request - Partners Commercial Realty (RZ-20-06):** The applicant was requesting to rezone two tracks of land totaling approximately 1.98 acres from the B-2 (Business) zoning district and R-8 (Residential) zoning district to the B-3 (Business

Highway Entrance) zoning district. The properties considered for rezoning are located on the west side of the intersection of North Brightleaf Boulevard and Waddell Dr. The properties are further identified as Johnston county Tax ID 15005042 and 15005041.

Councilman Barbour made a motion, seconded by Councilman Wood, to open the public hearing. Unanimously approved.

Planning Director Stephen Wensman stated that 1.9 acres have been requested to be rezoned. 1.49 acres consists of commercial property that is Brightleaf Plaza and the Enterprise Rental Car building which will go from B-2 to B-3. The residential property located behind Enterprise Rental Car (40 Waddell Drive) is a .53-acre property which will go from R-8 to B-3. The house has been removed from 40 Waddell Drive. The Sun Auto Wash and the residential lot adjacent are both zoned B-3 which is the designation the applicant is requesting. Everything behind the two properties is zoned R-8.

Mr. Wensman explained Enterprise Rental Car has outgrown its current location and the owner, Mohamed & Sons, Inc., has purchased the 0.53-acre residential property behind the business to expand the commercial area. The applicant intends to expand the Brightleaf Plaza shopping center onto the "Enterprise Rental" lot area, removing the existing building and constructing a new commercial strip building that will house Enterprise Car Rental and additional retail businesses. The entire site will be improved to address the parking needs of Enterprise Car Rental and other retail businesses, landscaping, lighting, signs, and other required improvements.

The applicant is requesting the rezoning from B-2 to B-3 to take advantage of the B-3 Districts more expansive list of allowed land uses. The request to rezone the residential lot from R-8 to B-3 is to accommodate a new commercial strip center that will accommodate the Enterprise Car Rental's expansion. The rezoning of the residential lot would create a commercial encroachment into an existing residential development, like what exists across Waddell Drive. The property across Waddell Drive contains a single-family home but is zoned is B-3 (Business) and is owned by the owner of the carwash.

Mr. Wensman pointed out that with the new Comprehensive Growth Management Plan it is based on five goals and then a number of objectives. The plan discourages encroachment of commercial uses into established residential neighborhoods. There was some feedback with the comp plan specifically to do with encroachment of commercial properties into residential neighborhoods in the downtown residential areas. The comp plan does not differentiate between downtown and other areas. The comp plan does not prohibit this but discourages it. Whenever these encroachments occur, the Council and staff must consider what is best for the community. Once it is rezoned, all those B-3 uses are allowed by right.

The comprehensive plan discourages commercial encroachments into residential districts and it stipulates that if they do, they should meet a specific criteria to minimize its impact on the residential area, and should be done as part of planned developments. At present, the Town has no tool for a single use planned development but is working on such a tool: Conditional Zoning. Even without Conditional Zoning, the applicant is indicating that they desire the rezoning for an expansion of Brightleaf Plaza with Enterprise Rental Car as a tenant. Of course, with a rezoning, the list of potential commercial land uses is expansive and should be considered by the Town Council.

Planning Staff and the Planning Board recommend approval of the zoning map amendment RZ-20-06 with a statement declaring the request 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 December 1, 2020 agenda packet.

Mayor Moore asked if there were any questions from Council.

Councilman Stevens questioned if the applicant intended to demolish the Enterprise Building. Mr. Wensman responded the building would be removed and it was a nonconforming structure. The new development will create a much more controlled entrance and exit from the property. Councilman Stevens stated there was a lot of history with that building.

Mayor Moore stated there were already single-family homes that were adjacent to the strip mall.

Mayor Moore asked if there was any in attendance who wished to speak on this matter. No one in attendance wished to speak on the matter.

Mayor Moore asked if there were any questions for the applicant. There were none.

Mayor Moore asked if staff was aware of any complaints from the adjacent neighbors. Mr. Wensman responded there have been no complaints.

Councilman Barbour questioned if there would be any buffers around the lot.

Jim Perricone Partners Equity Group, 388 Venture Drive Suite A, Smithfield NC responded the plan would be the new building would be separate from the existing building to provide parking in front and behind the building. The rear-parking lot will focus on enterprise and access for the other tenants of the additional spaces. On the property line, the intent is to put a buffer consisting of fencing and plantings. This should provide a visual and sound screening.

Mr. Wensman explained the required buffer when a commercial use is next residential us is a 20-foot type C buffer, which includes fencing and landscaping. This is a little broader buffer zone.

Mr. Perricone state the intent was to continue to be good neighbors

Councilman Wood made a motion, seconded by Councilman Rabil, to close the public hearing. Unanimously approved.

Councilman Barbour made a motion, seconded by Councilman Rabil, to recommend approval of zoning map amendment, RZ-20-06, finding it consistent with the Town of Smithfield Comprehensive Growth Management Plan and other adopted plans, and that the amendment is reasonable and in the public interest. Unanimously approved.

CITIZEN'S COMMENTS:

- Guy Lampe of 415 North Second Street stated the Council was going to consider the water plant expansion project. He asked if the greenway trail would be relocated because of the expansion of the reservoir. Town Manager Michael Scott responded the greenway would not be relocated because a portion of the reservoir was removed.

CONSENT AGENDA:

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

1. Bid was awarded to Classic Ford in the amount of \$21,987 for the purchase of a work van for the Electric Department. Bids received are as follows:

• Classic Ford	\$21,987.00
• Deacon Jones	\$22,546.00
• NCSA	\$22,926.67
2. Approval was granted to designate and install signage for "No Thru Trucks" on East Hancock Street east of Ninth Street
3. The following Advisory Appointment was approved:
 - Richard Upton was appointed to a first term on the Board of Adjustment
 - Jeremy Pearce was appointed to a first term on the Board of Adjustment
 - Brenda Waddell was reappointed to Parks and Recreation Advisory Committee for a second term.
4. New Hire Report

<u>Position</u>	<u>Department</u>	<u>Budget Line</u>	<u>Rate of Pay</u>
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.

Current Vacancies

<u>Position</u>	<u>Department</u>	<u>Budget Line</u>
Assistant Finance Director	Finance	10-10-4200-5100-0200
Firefighter I (3 positions)	Fire	10-20-5300-5100-0200
Fire Inspector (Part-time)	Police	10-20-5300-5100-0210
Police Officer I (5 positions)	Police	10-20-5100-5100-0200

Business Items:

1. Minutes of November 10, 2020 regular Town Council Meeting

Mayor Pro-Tem Dunn stated the minutes from the November 10th meeting as it related to business item 3 *Consideration and request for approval for Easement Amendment for Kamdon Ranch* needed additional clarification. He explained the minutes stated “*All the parties renegotiated this access and agreed to provide a 10-foot easement across a shared property line adjacent to the cemetery. This new access is a compromise for all parties.*” He stated the following should be added: we revised as the easement will be 10 feet in width, from the street to the cemetery and landscape so as to provide vehicle and pedestrian access to the cemetery. The adjoining owners of the lots adjacent to the easement will maintain it so as to preserve accessibility.

Councilman Barbour made a motion, seconded by Councilman Stevens, to add the additional clarification to the minutes for Business Item 3 of the November 10, 2020 minutes as stated by Mayor Pro-Tem Dunn and approve the November 10, 2020 minutes. Unanimously approved.

2. Consideration and request for approval of a Social Media Policy for appointed board members and elected officials

Town Manager Michael Scott explained this policy was brought before the Council at the November meeting. It impacts all Town board members, as well as the Council. It was staff’s belief that the Council agreed with the policy as it was written, however, staff was asked to provide the policy to all board appointees for feedback. The draft feedback was sent to all appointees and staff received no negative feedback. It was suggested that a summary of the policy be provided so that someone does not have to read through the entire policy. The Town Manager asked how the Council would like to proceed with the policy.

Councilman Barbour made a motion, seconded by Councilman Wood, to approve the policy as proposed. Unanimously approved.

Mayor Moore stated that while the summary may be a good idea, it was his recommendation that everyone read the entire policy.

3. Consideration and request for approval to adopt the 2021 Town Council Meeting Schedule

Town Manager Michael Scott informed the members of the Council that the request before them was to adopt the 2021 Town Council regular meeting schedule. He explained all meetings were scheduled for the first Tuesday of every month at 7:00 pm with the exception of the November meeting. It was the recommendation of staff to move this meeting to November 9th since November 2nd was municipal election day.

Councilman Wood made a motion, seconded by Councilman Rabil, to approve the 2021 Town Council meeting schedule with the recommendation to change to November meeting from November 2nd to November 9th. Unanimously approved.

4. Consideration and request for approval to adopt Resolution No. 670 (19-2020) setting the date or Public Hearing on the closing of a portion of 9th Street

Planning Director Stephen Wensman explained it has been requested that the section of Ninth Street from Hancock towards the entrance of Walgreens be closed. Years ago, they vacated a portion of

Ninth Street in front of Walgreens to accommodate an entrance to Walgreens from Brightleaf Boulevard. The developer of the 1.2-acre site would like to vacate this right of way and combine the lots to make a larger development site. On caveat is there are public utilities in that right of way so they will have to dedicate a 30-foot easement over those utilities which the developer is aware. The request before the Council was to set the public hearing for the January meeting to discuss the closure of the street.

Councilman Stevens made a motion, seconded by Councilman Barbour, to approve Resolution No.670 (19-2020) with the intent to permanently close the North Ninth Street public right away and to schedule and advertise a public hearing for the permanent right of way closure. Unanimously approved.

TOWN OF SMITHFIELD
RESOLUTION NO. 670 (19-2020)

DECLARING THE INTENT OF THE TOWN COUNCIL OF THE TOWN OF SMITHFIELD TO
CONSIDER CLOSING OF THAT PORTION OF NORTH NINTH STREET FROM
HANCOCK STREET TO ITS TERMINATION 102.48 FEET SOUTH OF BRIGHT LEAF
BOULEVARD.

WHEREAS, G.S. 160A-299 authorizes the Town of Smithfield to close streets and public alleys; and

WHEREAS, the Town Council considers it advisable to conduct a public hearing for the purpose of giving consideration to the closing of North Ninth Street between Hancock Street to its termination 102.48 feet South of Bright Leaf Boulevard;

NOW, THEREFORE, BE IT RESOLVED by the Town of Smithfield that:

- (1) A meeting will be held at 7 p. m. on the 5th day of January, 2021 in the Town Hall Council Chambers to consider a resolution closing that portion of North Nineth Street between Hancock Street to its termination 102.48 feet South of Bright Leaf Boulevard.
- (2) The Town Clerk is hereby directed to publish this Resolution of Intent once a week for four successive weeks in the Johnstonian News.
- (3) The Town Clerk is further directed to transmit by registered or certified mail to each owner of property abutting upon that portion of said street a copy of this Resolution of Intent.
- (4) The Town Clerk is further directed to cause adequate notices of this Resolution of Intent and the scheduled public hearing to be posted as required by G.S. 160A-299.

Upon motion duly made by Councilman Stevens, and duly seconded by Councilman Barbour, the above resolution was duly adopted by the Town Council at the meeting held on the 1st day of December 2020, in the Town Hall Council Chambers.

Upon call for a vote, the following Councilmembers voted in the affirmative:

Mayor Pro-Tem Dunn, Councilman Stevens, Councilman Barbour, Councilman Rabil and Councilman Wood. Councilman Lee and Councilman Scott were absent from the meeting.

Adopted this the 1st day of December 2020 at approximately 9:00 pm in the Town Hall Council Chamber

5. Consideration and request for approval of the low bid for the construction of the water plant project outlined in Resolution No. 671 (20-2020)

Public Utilities Director Ted Credle requested the Council consider approving the proposed water plant improvement project. Mr. Credle explained in July of this year, the Town finally obtained the last approval from the State of North Carolina. This marked approval from all state and federal agencies. In October, staff went before the Local Government Commission, and they approved the request to finance the project. Shortly thereafter, we publicly bid the project. Bids were received on November 17th. During the development of this project, there has been a great deal of conversation regarding

what would actually be built. Majority of the plan upgrades will occur inside existing buildings will not be visible to the outside world. A new sediment basin is an open pool of water that we use to have the heavy dirt particles settle out and fall to the bottom by gravity. The confusing term clearwell is just a tank of water, like the existing tank already on site. The reservoir will be expanded in one direction to increase storage and treatment capacity. A new sludge basin will be dug into the ground where backwash water will end up and be sent to our sludge system to remove dirt particles before returning as processed water to Buffalo Creek. The new filter which is inside of the building enables us to increase the amount of water we can treat. The new clearwell is a tank that will hold 1 million gallons of water. This new 1 million gallons of storage is required by state regulation. Town Council has already approved this construction because the last few projects submitted to the NCDEQ, which included the Johnston County Community College engineering building and the extension of phase two in East River, both had review comments from the state asking why the Town's storage was deficient. Approval for both of these projects were obtained once it was explained that the new structure would be built in 2021. The filter resides inside of the building and the sediment basin sits directly behind the building. The PAC silo will sit next to the existing chemical tank. Once treatment increases, the production of sludge also increases in a one-to-one ratio, the sludge basin will be built into the ground and will accommodate the increase in sludge production. As part of the project is the new tier for the electric generator, which will be located in front of the new building. The new generator will be an upgrade from the present tier two generator to a tier four generator, which is an EPA requirement for load management. The reservoir will be expanded to accommodate the increased intake from the river. Once enlarged, the new reservoir will have a capacity of over 20 million gallons and will be divided so each cell can be isolated for maintenance, without having to take the complete reservoir offline. The reservoir expansion and the construction around the plant will necessitate the closure of portions of the Greenway in the project area. There are no plans to relocate the Greenway. Nearly all the improvements are made away from the neighborhood on the north side of the existing building. Only the PAC silo is constructed on the south side of the building.

Mr. Credle explained bids were received on November 17th. The low bidder was identified as Shook Construction from Apex North Carolina. Their base bid was \$11,650,000. There were four alternates included as part of the bid. Once added the low bid was \$14,690,000.

Mr. Credle explained funding for this project will come from four sources: the allocation fee Johnston county paid a year ago, a State Revolving Fund loan that was offered through the NCDEQ Department of Water Infrastructure, the repurposing of already budgeted funds in this year's approved budget, and a one-time withdrawal from the Water Fund Balance. The total cost of the project was \$17,598,500.

Mr. Credle explained this project has not been without technical concerns. Staff has had to look at how traffic patterns may be affected in the area, environmental impacts that may occur because of this construction, impacts to historical grounds, and debt service payments. Early on, we employed Ramey Kemp Associates to perform a traffic study. Their analysis showed the traffic would flow at similar levels of service. Once completed, there would be no impact. For environmental concerns, we have been permitted by the state to draw more water from the Neuse River. We have obtained state approval for the treatment process upgrades, which will improve the water quality. We have received permission from the state to perform earthwork to expand the reservoir. We procured consent from the US Army Corps of Engineers to minimally disturb the wetlands so the reservoir can be enlarged. As part of this approval, we have had to show we are not harming any endangered plant or animal species. Staff also hired a consultant to search for evidence of ancient peoples both Neolithic and Native American to ensure we were not destroying any significant archaeological remains. The consultant found no evidence to indicate the presence of significant archaeological resources. Also of great concern was the debt that will arise from the construction of this project. To investigate the impact, we hired two separate consultants, the Wooten Company and Utility Financial Solutions to perform separate rate studies. Both analyses showed that rates would not have to be adjusted to afford the debt service arising from the State Revolving Fund loan. In fact, one of the key assumptions in both of these analyses place town growth at half a percent. And even at that level, we could afford this project. In fact, analysis showed the bulk sales would in effect pay for the debt service on the loan. Both analyses performed under the assumption of a 20-year loan that would be offered at an interest rate of 1.82% which was on the original offer letter. The actual offer loan shows the interest rate to be 1.11%. This lower rate has the net effect of reducing the yearly payment by about \$50,000 for a total savings over the life of a 20-year loan of almost \$1 million.

Mr. Credle stated staff was requesting the Council to approve the project, approve Shook Construction as the low bidder, and approve the proposed resolution, which will tentatively award

Shook Construction the contract based upon available funding.

This project represents one step of many that is in response to the growth that is already occurring in the Town. In our utility service area, growth is here, and demand is on the rise. We have a fantastic opportunity to upgrade the plant and prepare ourselves for the growth that is occurring and will continue to occur in the future. This can all be achieved without raising rates.

Mayor Pro-Tem Dunn questioned if the \$17.6 million included the already budgeted clearwell. Mr. Credle responded it did include the clearwell. Mayor Pro-Tem Dunn further questioned the amount of engineering cost that has already been paid. Mr. Credle responded that approximately \$800,000 had been paid in engineering fees.

Mayor Moore and Councilman Rabil questioned the \$17.6 million dollar cost because they thought the proposed cost was \$15 million. Mr. Credle responded the \$15 million estimate was for construction costs only.

Mayor Moore questioned if Shook Construction had been thoroughly investigated as he was not familiar with the company. Mr. Credle responded that Shook Construction had completed water plant construction projects in several locations throughout North Carolina. Charlie Davis of the Wooten Company responded that while he had not personally worked with Shook Construction, the company has been prequalified for two other past projects which were both in North Carolina.

Mayor Moore asked if staff was comfortable with the bid price offered by Shook Construction stating his concern would be cost increases during the course of the project. Mr. Credle responded the contract price was what Shook Construction agreed to. Any change orders would have to be approved by the Council. Mr. Davis responded that all change orders would be fully vetted by the engineers before being presented to the Town.

Councilman Rabil questioned if the cost of the project included landscaping. Mr. Credle responded landscaping and fencing were included in the overall project.

Mayor Pro-Tem Dunn questioned the percentage ratio of the Water Fund Fund balance once the \$1,950,000 was used for this project. Finance Director Greg Siler responded that after the transfer, approximately 80% would remain in the fund balance.

Mayor Pro-Tem Dunn question what amount of this project would be used for repairs. Mr. Credle responded that approximately \$8 million was needed for repairs.

Councilman Wood made a motion, seconded by Councilman Barbour, to approve award the bid to Shook Construction and to approve Resolution # 671 (20-2020). Councilman Wood, Councilman Barbour, Councilman Rabil and Councilman Stevens voted in favor of the motion. Mayor Pro-Tem Dunn voted against the motion. Motion passed 4 to 1.

TOWN OF SMITHFIELD
RESOLUTION NO. 671 (20-2020)
OF AWARD OF BID
FOR THE
WATER TREATMENT PLANT IMPROVEMENTS
PROJECT NO. H-SRP-D-17-0146

WHEREAS, the Town of Smithfield publicly advertised for bids to be received for the Water Treatment Plant Improvements project to be opened November 17, 2020; and

WHEREAS, the BIDS were publicly opened on the stated date; and

WHEREAS, the apparent low Bidder is Shook Construction Company, Inc.; and

WHEREAS, the Town of Smithfield has secured funding through the NC Division of Water Infrastructure; and

WHEREAS, the Town of Smithfield intends to construct the project in accordance with the plans and specifications.

NOW THEREFORE BE IT RESOLVED, BY THE SMITHFIELD TOWN COUNCIL:

The Town of Smithfield award the Water Treatment Plant Improvements contract to Shook Construction Company, Inc. for the Base Bid amount of \$11,650,000.00, and the combination of Bid Alternates as may be selected by the Town, subject to the availability of funds and N.C. Division of Water Infrastructure concurrence.

Mayor Moore questioned why it would not be beneficial for the Town to purchase water from Johnston County. Mr. Credle responded it was cost prohibitive to purchase water from the County because the Town would have to pay their one-time allocation fee (which was higher than the Town). Also, the County would determine the Town's water supply and the rate it would charge.

6. Consideration and request for approval to accept the funding from NCDEQ for the financing of the water plant project outlined in Resolution No. 672 (21-2020)

Public Utilities Director Ted Credle addressed the Council on a request to accept funding from NCDEQ for the financing of the water plant project and adoption of Resolution No. 672 (21-2020). He explained the project had fixed costs that were due regardless of what is built. These costs include design services, traffic analysis, two separate rate analyses, permitting costs, archaeological findings, etc. If the loan is approved, by law, the 2% closing costs cannot be covered by loan. It is the borrower's responsibility to cover the closing cost. The cost of construction, including all four alternates, was under the \$15 million figure that was in the estimate of construction. The standard construction practice and one of the conditions of the loan is to have a 5% percent contingency based on the construction bid to be held in reserve should anything go wrong. During state review, the existing filter backwash pump was deemed too small to use, so a new pump will be needed. This was left out of the bid because it was not in the approved funding letter and we did not want to begin the process again. The SCADA system was purposefully left out of the bid, because staff wanted our existing service provider to handle all the upgrades and changes, thereby avoiding two separate SCADA systems. Also, by contracting directly with our existing consultant, we avoid the contractor's markup on subcontracting. The previously mentioned generator upgrade from tier two to tier four has an associated cost but it is a requirement of the EPA if the generators are to be used for load management. This all totals to just under \$17.6 million. The Town has already received \$3.25 million from Johnston County. We've been approved for a State Revolving Fund loan for \$12,050,000. We have already budgeted in this year's budget \$350,000 for water plant repair issues. We propose to use the \$1,948,500 from the water fund fund balance, giving us the total of \$17,598,500 that would cover the list of cost. The debt service, which is now has a more favorable annual payment will have its first payment due in the fiscal year 2022- 2023. This will occur after the Booker Dairy loan is paid off from the water fund. For the project to be complete and balanced, two things are needed. One, we need to repurpose the already budgeted \$350,000 to go into the water plant project fund. Currently it was approved by Council to be only used for equipment repair. Second, Council will need to approve a one-time withdrawal of \$1,948,500 from the water fund fund balance and placed in the water plant project fund.. As part of the loan process, Council will need to approve a funding resolution, which accepts the loan from the NCDEQ. In order to fully fund this project staff is asking for the following specific steps: 1) approve Resolution 672, which accepts the loan from the NCDEQ for the \$12,050,000. It further acknowledges the Town will adhere to conditions of the loan, that the Town Manager will act as the Town representative in future matters and authorizes him to fill out subsequent paperwork regarding the loan on behalf of the Town. It reasserts, that the Town will abide by all state and federal financing laws. Staff is asking Council to execute the loan package by Mayoral signature. Staff is further requesting the Council repurpose the already budgeted \$350,000 and place those funds into the water plant project fund, and approve the one-time withdrawal of the \$1,948,500 from the water fund and place that into the water project fund.

Mayor Pro-Tem Dunn questioned the need for the tier four generator. Mr. Credle responded the tier four generator was necessary if the Town wished to participate in load management. The tier four generator would pay for itself in savings in approximately 6.2 years.

Councilman Barbour questioned what approval staff needed from Council. Mr. Credle responded the two major things that needed to be approved at this meeting was approval of Resolution 672 and authorize the Mayor to execute the loan package. If the Council chose to approve everything, staff would request approval of the re-purposing of the already budgeted \$350,000 and approval of the \$1,650,000 from the Water Fund Fund Balance and move it into the Water Pant Project Fund. Town Manager Michael Scott stated it was the intent of staff to gain Council approval of the funding that

would be reallocated to the Water Plant Project Fund. Budget amendments would be provided to the Council for approval at the January meeting.

Councilman Barbour made a motion, seconded by Council Wood, to approve Resolution No. 672 (21-2020) which outlines the following: accepts the loan from NCDEQ in the amount of \$12,050,000, states the Town will adhere to the conditions of the loan, authorizes the Town Manager to execute future documents, and re-asserts that the Town will abide by all applicable laws. The motion also includes authorization for the Mayor to execute the loan package, approve the repurposing of the already budgeted \$350,000 and approve the withdrawal of the \$1,650,000 from the Water Fund Fund Balance into the Water Plant Project Fund. Councilman Barbour, Councilman Wood, Councilman Rabil and Councilman Stevens voted in favor of the motion. Mayor Pro-Tem Dunn voted against the motion. Motion passed 4 to 1.

Town of Smithfield
Resolution No. 672 (21-2020)
By Town Council of the Town of Smithfield

WHEREAS, the Safe Water Drinking Act Amendment of 1996 and the North Carolina Water Infrastructure Fund have authorized the making of loans and/or grants, as applicable, to aid eligible, drinking-water system owners in financing the cost of construction for eligible, drinking-water infrastructure; and

WHEREAS, the North Carolina Department of Environmental Quality has offered a State's Drinking Water State Reserve Program (DWSRP) Revolving Loan in the amount of \$12,050,000 for the construction of Expansion of Water Treatment Plant by 2.1 MGD with the following planned additions or improvements: raw & settled water pumps, 7.7 MGD raw-water reservoir, flash mixer, 3.11 MGD filter and Building, 1-MG clearwell, second backwash tank, second sludge-dewatering screw, stand by generator, PAC feed system, sedimentation basin sludge collectors for each existing sedimentation basin, fourth sedimentation basin, replace filters' air-scouring system and (2) 4.6 MGD finished-water pumps hereafter referred to as the "Project" ; and

WHEREAS, the Town of Smithfield intends to construct said Project in accordance with engineering plans and specifications that have been or will have been approved by the North Carolina Public Water Supply Section.

NOW, THEREFORE, BE IT RESOLVED BY THE TOWN COUNCIL OF THE TOWN OF SMITHFIELD:

That the Town of Smithfield does hereby accept the State's Drinking Water State Reserve Program (DWSRP) Revolving Loan offer in the amount of \$12,050,000 at a maximum interest of 1.82%; and

That the Town of Smithfield does hereby give assurance to the North Carolina Department of Environmental Quality that they will adhere to all applicable items specified in the standard "Conditions" and "Assurances" of the Department's Funding offer, awarded in the form of a revolving loan; and

That Michael L. Scott Town Manager, and successors so titled, is hereby authorized and directed to furnish such information, as the appropriate State agency may request, in connection with such application of the Project; to make the Assurances as contained above; and to execute such other documents as may be required in connection with the application; and

That the Town of Smithfield has complied substantially or will comply substantially with all Federal, State and local laws, rules, regulations, and ordinances applicable to the Project, and to Federal and State grants and loans pertaining thereto.

Councilmembers Comments:

- Councilman Barbour stated while dining at an out-of-Town establishment, he noticed that the water was not good. His daughter reminded him that Smithfield had award winning water. He expressed his appreciation to Town staff who diligently provide that award winning water.
- Mayor Moore informed the Council that the Christmas Tree lighting was held virtually prior to the meeting. He explained that due to Covid-19, many of the regular Christmas events had been cancelled, but other safe events had been planned. He stated all Town sponsored Christmas events could be found at www.smithfieldchristmas.com

Town Manager's Report:

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

- Toy Drop: The Toy Drop will be held on Saturday, December 5th from 9:00 am until 1:00 pm at Community Park. He encouraged everyone to bring a new unwrapped toy to the park since so many are in need of assistance due to Covid-19.
- Santa Cruise: The Santa Cruise will be held on Saturday, December 12th from 1:00 pm until 5:00 pm.
- Splash Pad: The Splash Pad at Smith Collins Park is complete. Staff will be preparing for its operation during the warmer months. Staff will be reviewing parking for the area. Staff will discuss with the Council at the upcoming budget session if an additional parking pad is needed at that location.
- Equity Drive: This project continues to moved forward. Phase one is finishing up. Phase two will include the FDR of North and South Equity Drive.

Closed Session Pursuant to NCGS 143-318.11 (a) (4)

Councilman Barbour made a motion, seconded by Councilman Wood, to enter into Closed Session pursuant to the aforementioned statute. Unanimously approved at approximately 9:57pm

Reconvene in Open Session

Mayor Pro-Tem Dunn made a motion, seconded by Councilman Wood, to reconvene in Open Session. Unanimously approved.

Recess

Being no further business, Councilman Barbour made a motion, seconded by Councilman Wood to recess the meeting to Monday, December 7, 2020 at 6:30 pm in the Town Hall Council Chambers. Unanimously approved.

M. Andy Moore, Mayor

ATTEST:

Shannan L. Parrish, Town Clerk