

The Smithfield Town Council met in regular session on Tuesday, June 6, 2023 at 7:00 p.m. in the Council Chambers of the Smithfield Town Hall, Mayor Pro-Tem John Dunn presided.

Councilmen Present:

Marlon Lee, District 1  
Sloan Stevens, District 2  
Travis Scott, District 3  
Dr. David Barbour, District 4  
Stephen Rabil, At-Large

Councilmen Absent

M. Andy Moore, Mayor  
Roger Wood, At-Large

Administrative Staff Present

Michael Scott, Town Manager  
Michael Brown, Fire Chief  
Ted Credle, Public Utilities Director  
Lawrence Davis, Public Works Director  
James Grady, Interim Police Chief  
Gary Johnson, Parks & Rec Director  
Eric McDowell, IT Director  
Shannan Parrish, Town Clerk  
Greg Siler, Finance Director  
Stephen Wensman, Planning Director

Also Present

Robert Spences, Jr., Town Attorney

Administrative Staff Absent

Tim Kerigan, Human Resources

**CALL TO ORDER**

Mayor Pro-Tem John Dunn called the meeting to order at 7:00 pm.

**INVOCATION**

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

**APPROVAL OF AGENDA:**

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

Add to the Consent Agenda:

Item 12. Consideration and request for approval to award a bid in the amount of \$4,752.00 (annual amount) to Clegg's Pest Control for pest control services and authorize the Town Manager to execute the contract.

**Add to the Business Items:**

Item 5 - Consideration and request for approval to adopt year end budget amendments

Unanimously approved

**PRESENTATIONS: None**

**PUBLIC HEARINGS:**

1. **FY 2023-2024 Budget:** In accordance with NCGS 159 -12 (b), before adopting the budget ordinance, the Town Council shall hold a public hearing at which time any persons who wishes to be heard on the budget may appear before the board

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

Town Manager Michael Scott presented the 2023-2024 Budget to the Council.

The Town Manager explained the budget was balanced in all funds

\$ 16,984,858	General Fund
\$ 16,702,000	Electric Fund
\$ 10,021,700	Water/Sewer Fund

The Town Manager explained the tax rate would remain at \$0.57. Electric fees and charges increased by an average of 2%. Water fees increased by an average of 4%. Sewer fees were adjusted to mirror cost of service. Sanitation fees have been increased \$0.11 to match the County's increase in tipping fees. All fund balances remain above the 25% financial policy threshold.

The Town Manager explained the budget included necessary capital expenditures in all three funds. Total capital expenditures are as follows:

\$ 1,483,538	General Fund
\$ 650,000	Electric Fund
\$ 1,585,000	Water Sewer Fund

The Town Manager explained the Town maintained employee medical benefits at the same level. This budget provided for a salary adjustment equal to a 2.0% increase on July 1; Up to a 2% Merit increase

Jan 1; and Longevity for employees with at least 5 years of continuous service with the Town.

The Town Manager reviewed major capital expenditures from all three funds.

The Town Manager explained there were no personnel increases included and no additional debt would be used.

The Town Manager explained some future potential issues. The private sector continued to raise goods and service prices due to inflationary product costs and supply problems. These increases in the price to do business will force the Town to continue to evaluate its rates and fees for services, as well as the tax rates. Residential and Economic Growth continues to come to Smithfield. This will impact how government operates and the services being provided. We will continue to endeavor to maintain our hometown feel and our neighborly service levels.

Mayor Pro-Tem Dunn asked if there were any questions or comment from the Council.

Councilman Scott stated the Council was committed to keeping fees reasonable for its customers. The increase in fees in water/sewer were not due to the water plant expansion, but due to increases in the cost of chemicals used to treat water. The Town Manager responded the chemicals needed for the water plant are only available by one vendor and those cost have increased tremendously over the past several years.

Councilman Barbour commended staff for the effort made during the budget process. He further stated that staff worked diligently to ensure that costs and fees remained as low as possible.

Councilman Stevens stated the Town was financially healthy and he appreciated everyone's efforts during the budget process.

Mayor Pro-Tem Dunn asked if there was anyone in attendance that wished to speak on the matter. There was no one in attendance that wished to speak on the matter.

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

Councilman Scott made a motion, seconded by Councilman Barbour, to adopt the FY 2023-2024 Budget with the changes from the Manager's Proposed Budget. Unanimously approved.

Councilman Barbour made a motion, seconded by Councilman Rabil, to adopt the FY 2023-2024 Fee Schedule. Unanimously approved.

*{Attached by reference and made a part of these official minutes is the FY 2023-2024 Budget, Budget Ordinance and Fee Schedule which are on file in the Office of the Town Clerk}*

#### **CITIZEN'S COMMENTS:**

- Ben Chapman of Raleigh informed the Council about two recent incidents targeting the LGBTQ+ community. He explained if the Council wanted to enact meaningful change, they should consider adopting an inclusive non-discrimination ordinance in the Town.
- Maureen McGinnis, CEO of the Triangle East Chamber of Commerce and resident of Smithfield, offered her support for the Smithfield Farmer's Market. She encouraged the Council to make it a permanent event.
- Mitchico Duff informed the Council she was seeking approval to hold an event in Smithfield. This event would bring awareness to the dangers of fentanyl and the effects it has had on the youth of the nation.

#### **CONSENT AGENDA:**

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

1. The following minutes were approved:
  - April 11, 2023 – Budget Session
  - April 24, 2023 – Budget Session
  - May 2, 2023 – Regular Meeting
2. Special Event – Hello Summer: End of School Celebration: Approval was granted to allow LifeSpring Church and the Smithfield Police Department to hold an event at Smith-Collins Park on June 10, 2023 from 12:00 pm until 4:00 pm. Amplified sound was also approved.
3. Special Event – Piano Festival: Approval was granted to allow the Parks and Recreation Department to hold an event at 150 South Front Street (Amphitheater) on June 23, 2023 from 7:00 pm until 9:00 pm. Amplified sound was also approved.
4. Special Event – Red, White and Brews Food Truck Rodeo: Approval was granted to allow the Downtown Smithfield Development Corporation to hold an event in the 100 block of South Third Street on July 2, 2023 from 1:00 pm until 6:00 pm. The following was also approved: Closure of the 100 block

of South Third Street, amplified sound, food truck sales and alcohol sales.

- 5. Special Event – It’s Bigger Than Me: Mitchico’s Voice: Approval was granted to allow Mitchico Duff to hold an event at Smith-Collins Park on October 8, 2023 from 12:00 pm until 4:00 pm. Amplified sound was also approved.
- 6. Approval of an agreement with Thompson, Price, Scott, Adams & Company, P.A. to perform Town’s annual audit for fiscal year 2023.
- 7. Approval of an agreement with McAdams Company for the development of the 210 Park Master Plan and adoption of Resolution No. 726 (09-2023).

TOWN OF SMITHFIELD  
 RESOLUTION No. 726 (09-2023)  
 EXEMPTING THE 210 PARK MASTER PLAN  
 FROM G.S. 143-64.31

WHEREAS, G.S. 143-64.31 requires the initial solicitation and evaluation of firms to perform architectural, engineering, surveying, construction management-at-risk services, and design-build services (collectively “design services”) to be based on qualifications and without regard to fee; and

WHEREAS, the Town of Smithfield proposes to enter into one or more contracts for design services for work on the 210 Park Master Plan; and

WHEREAS, G.S. 143-64.32 authorizes units of local government to exempt contracts for design services from the qualifications-based selection requirements of G.S. 143-64.31 if the estimated fee is less than \$50,000; and

WHEREAS, the estimated fee for design services for the above-described project is less than \$50,000.

NOW, THEREFORE, THE TOWN COUNCIL OF THE TOWN OF SMITHFIELD RESOLVES:

Section 1. The above-described project is hereby made exempt from the provisions of G.S. 143-64.31.

Section 2. This resolution shall be effective upon adoption.

- 8. Resolution No. 727 (10-2023) was adopted whereby amending the CDBG Anti-displacement and Relocation Assistance Plan previously adopted by the Town Council on September 4, 2018.  
*{Attached hereto made a part of these official minutes are a copy of Resolution No. 727 (10-2023) which is on file in the Office of the Town Clerk}*
- 9. Approval was granted to amend the CDBG Neighborhood Revitalization Project Budget Ordinance

TOWN OF SMITHFIELD  
 GRANT PROGRAM BUDGET  
 CDBG NEIGHBORHOOD REVITALIZATION PROJECT 18-C-3076  
 PROJECT BUDGET ORDINANCE AMENDMENT

Be it ordained by the Town Council of the Town of Smithfield, pursuant to Section 13.2 of Chapter 159 of the General Statutes of North Carolina, the following Grant Project Budget is hereby adopted:

Section 1. The Project authorized is the Community Development Block Grant-Neighborhood Revitalization (CDBG-NR) Project between the Town and the North Carolina Department of Commerce Rural Economic Development Division. This project is more familiarly known as the Southeast Smithfield Neighborhood Revitalization Project.

Section 2. The officers of this unit are hereby directed to proceed with the grant program budget within the terms of the grant documents, the rules and regulations of the NC Department of Commerce and the budget contained herein.

Section 3. The following revenues are anticipated to be available to complete this Project:

NC Department of Commerce CDBG-NR	\$750,000
Total	\$750,000

Section 4. The following amounts are appropriated for the Project:

Clearance	\$ 37,075
Housing	\$637,925
Administration	<u>\$ 75,000</u>
Total	\$750,000

Section 5. The Finance Officer is hereby directed to maintain within the Grant Project Fund

sufficient specific detailed accounting records to provide the accounting to the grantor agency required by the grant agreement and federal and state regulations.

Section 6. Funds will be requisitioned from the State after submission of documentation to the Town. The Town upon actual receipt of CDBG-NR funds will make disbursement of funds from the State. Compliance with all Federal and State procurement regulations is required.

Section 7. The program administrator or local government staff is directed to report quarterly to the elected board on the status of the program. A signed copy of the quarterly report must be submitted to the NC Department of Commerce grant representative for review.

Section 8. The Finance Officer is directed to report annually on the financial status of each project element in Section 4 and on the total grant revenues received or claimed.

Section 9. The Finance Officer is directed to include a detailed analysis of past and future costs and revenues on this grant project in every budget submission made to this board.

Section 10. Copies of this grant project ordinance shall be made available to the budget officer and the Finance Officer for direction in carrying out this Project.

- 10. Resolution No. 728 (11-2023) was adopted whereby accepting and approving the amended charter resolution of Central Pines Regional Council (formerly Triangle J Council of Government)

**TOWN OF SMITHFIELD  
RESOLUTION NO. 728 (11-2023)  
RATIFYING, ACCEPTING AND APPROVING THE AMENDED CHARTER RESOLUTION OF  
CENTRAL PINES REGIONAL COUNCIL  
(FORMERLY TRIANGLE J COUNCIL OF GOVERNMENTS)**

Whereas, the Councils of Governments system was created by the State of North Carolina in 1970 by Governor Bob Scott designating seventeen Regional Councils to serve across the state and Triangle J Council of Governments (TJCOG), formerly the Research Triangle Regional Planning Commission, as the regional entity serving Chatham, Durham, Johnston, Lee, Moore, Orange, and Wake counties, and the municipalities within those counties;

Whereas, the TJCOG Board of Delegates approved an organization rebrand process in its Fiscal Year 2022-2023 budget to identify and implement a new name, logo, and brand for the organization, and rebranding consultant Carrboro Creative was selected to conduct the process in the Fall of 2022;

Whereas, the proposed rebrand, including a name change from Triangle J Council of Governments to Central Pines Regional Council was presented to the TJCOG Officers, TJCOG Executive Committee, and TJCOG Board of Delegates in December, February, and March of 2023 for consideration;

Whereas, the TJCOG Executive Committee and TJCOG Board of Delegates unanimously approved the name Central Pines Regional Council and approved a proposed amended charter to reflect this change;

Whereas, the charter is TJCOG's governing document and must be endorsed by all member governments when they join the organization and by a minimum of 2/3 when amendments to the document are made;

**NOW, THEREFORE, BE IT RESOLVED BY GOVERNING BODY**

that the Town of Smithfield's Town Council does hereby ratify, accept, and approve the amended Charter Resolution reflecting the organization's new name of Central Pines Regional Council. Further, the governing body authorizes that the new name will be effective July 1, 2023, or once 2/3 of the member governments approve the Charter amendment, if it is after July 1, 2023.

**11. New Hire Report**

<u>Recently Hired</u>	<u>Department</u>	<u>Budget Line</u>	<u>Rate of Pay</u>
Electric Line Technician	PU – Electric	31-72-7230-5100-0200	\$22.96/hr. (\$47,756.80/
Facilities Maintenance Specialist	PW – General Services	10-20-5300-5100-0200	\$16.87/hr. (\$35,089.60/
P/T Athletics Assistant	P&R – Recreation	10-60-6200-5100-0210	\$10.00/hr.
P/T Reception Desk Rep	P&R – Aquatics	10-60-6220-5100-0210	\$10.00/hr.
P/T Zoning Compliance Asst	Planning	10-10-4900-5100-0200	\$13.00/hr.
<u>Current Vacancies</u>		<u>Department</u>	<u>Budget Line</u>
Animal Control Officer	Police	10-20-5100-5100-0200	
Licensed Water Plant Operator	PU – Water Plant	30-71-7200-5100-0200	
Police Chief	Police	10-20-5100-5100-0200	
Police Officer	Police	10-20-5100-5100-0200	
P/T Athletics Assistant	P&R – Recreation	10-60-6200-5100-0210	
P/T Firefighter	Fire	10-20-5300-5100-0210	
Records Clerk/Specialist	Police	10-20-5100-5100-0200	

Sanitation Equipment Operator  
Utility Line Mechanic

PW – Sanitation  
PU – Water/Sewer

10-40-5800-5100-0200  
30-71-7220-5100-0200

12. Bid was awarded to Clegg's Pest Control in the annual amount of \$4,752.00 for pest control services.

## BUSINESS ITEMS:

- 1. Special Event: Third Street Farmers Market: The business owners of Oak City Collections and Twisted Willow are requesting to hold a Farmers Market the second and fourth Saturdays from June until October 14th from 9am until 2:00pm. This request includes amplified sound and the closure of 100 block of South Third Street.**

Planning Director Stephen Wensman explained this event was previously approved on a temporary basis. The business owners would like to continue holding the Farmer's Market until October. Mr. Wensman stated the applicants were present if the Council had any additional questions.

Councilman Scott questioned if there were any conflicts between the Farmer's Market and any other Downtown events. Downtown Smithfield Development Corporation's Executive Director Sarah Edwards responded that there were no conflicts.

Councilman Barbour stated this was a well-attended event. He questioned if there were plans to charge a vendor fee in the future. John Bilott, owner of Twisted Willow, replied they were considering charging a \$25 vendor fee which would be used for promotional costs, portable restroom facilities and possibly a larger event in October.

Councilman Barbour further questioned how the funds would be managed and if the organizers of the Farmer's Market would be willing to share its financials with the Town Council. Mr. Bilott responded they would be willing to share the financial information with the Town Council.

Councilman Barbour made a motion to approve the Farmer's Market for the requested time period, but at the conclusion of the events in October, a financial report would be submitted to the Council for review.

After further discussion, Councilman Barbour withdrew his motion.

Councilman Stevens stated this was a good event and he had heard a lot of positive comments. In his opinion, he felt the Council should not be involved in the finances of the event. He questioned if the Council had ever been in a similar situation. The Town Manager responded that another downtown business had requested to have a street closed to hold an event and the Council never required any financial information from the business.

Councilman Barbour made a motion, seconded by Councilman Stevens, to approve the Farmer's Market to be held the second and fourth Saturdays from June until October 14th from 9:00 am until 2:00 pm with amplified sound and the closure of 100 block of South Third Street. Unanimously approved.

- 2. Consideration and request for approval to adopt the Parks and Recreation Comprehensive Master Plan**

Parks and Recreation Director Gary Johnson addressed the Council on a request to adopt the Parks and Recreation Comprehensive Master Plan. He explained that at the April 4<sup>th</sup> meeting, the Council was presented with the Comprehensive Master Plan. The plan was a guideline for the next ten years, but nothing in the plan was absolute.

Councilman Barbour stated the plan was simply a guideline and not a requirement or obligation.

Councilman Scott stated he had reviewed the plan and it was very impressive. He further stated that he hoped that the fishing aspect became a priority for the community.

Councilman Barbour made a motion, seconded by Councilman Rabil, to adopt the Parks and Recreation Master Plan. Unanimously approved.

- 3. Consideration and request for approval to enter into an agreement with WithersRavenel in the amount of \$52,500 for identification and classification of all water service lines in the Town's service area**

Public Utilities Director Ted Credle addressed the Council on a request to enter into an agreement with WithersRavenel. He explained the EPA's Lead and Copper Rule (L-C-R) has been codified in an effort to control lead and copper exposure in drinking water. In 2021, there was a revised rule which mandated that every water system in the United States must inventory their distribution system for lead and copper all the way into every home. In 2022, the EPA released guidelines on how to implement this inventory. The EPA will create a database for every water system and delegate each state environmental agency to manage that database in an effort to find all of the lead and copper in the United States. The deadline for populating

the database was October 2024. In an effort to comply with these regulations, the Town advertised for assistance. Staff determined the firm of WithersRavenel possessed the proper qualifications to assist the Town with this task. Staff was seeking Council approval to enter into an agreement with WithersRavenel in the amount of \$52,500 for identification and classification of all water service lines in the Town's service area.

Councilman Stevens questioned if Mr. Credle had an estimate of the amount of lead and copper lines in existence in the Town. Mr. Credle responded he was unsure. He explained the construction dates of homes/businesses would be a determinant of whether copper or lead could exist. The firm would review County building records, archived Town plans, and dated deeds to find areas where lead and copper were likely to exist.

Councilman Scott questioned if the Town would be investigating primarily from the meters back to the Town's system. Mr. Credle responded the rule was to investigate every part of the system including individual homes.

Councilman Barbour asked what would happen if lead/copper was detected. Mr. Credle explained that at the present time, the EPA had not determined the next steps.

Councilman Scott made a motion, seconded by Councilman Rabil, to approve entering into an agreement with WithersRavenel in the amount of \$52,500 for identification and classification of all water service lines in the Town's service area and to authorize the Town Manager to execute the agreement. Unanimously approved.

**4. Consideration and request for approval to adopt Resolution No. 729 (12-2023) supporting the study of a water and sewer authority in Johnston County**

Town Manager Michael Scott addressed the Council on a request to adopt a resolution supporting the study of a water and sewer authority in Johnston County. He explained that by adopting the resolution, the Town Council was in no way obligated to be a part of the authority. This simply allowed representatives from the Town to be a part of the discussions.

Councilman Barbour stated he was concerned that people would get the wrong idea about the Council's participation in this steering committee. The Town Manager responded it was important for the Town to know every detail of this study.

Councilman Scott agreed with the Town Manager that the Town should pay close attention to the study being conducted.

Councilman Barbour made a motion, seconded by Councilman Scott, to adopt Resolution No. 729 (12-2023) supporting the study of a water and sewer authority in Johnston County with the understanding that the Council was not committed to anything beyond the study. Unanimously approved.

Mayor Pro-Tem Dunn explained that as part of the Resolution, the Council must appoint members of the Council to serve on the steering committee. It was the consensus of the Council to table this decision until the July meeting.

**TOWN OF SMITHFIELD  
RESOLUTION NO. 729 (12-2023)  
SUPPORTING THE STUDY OF A WATER AND SEWER  
AUTHORITY IN JOHNSTON COUNTY**

WHEREAS, water and wastewater services are essential to ensuring a community's public health, environmental health, and economic development; and

WHEREAS, Johnston County is among the fastest-growing counties in the state and will continue to see more demand for high-quality water and wastewater services; and

WHEREAS, Johnston County local elected officials have been discussing cooperative opportunities in water and wastewater for several years and wish to move the discussion to action; and

WHEREAS, the Town of Smithfield, supports the provision of safe, reliable, and cost-effective water and sewer services to the residents and businesses of the Town of Smithfield; and

WHEREAS, communities working together have proven to be a method to assure reliability, economy of scale, and shared cost when growing, maintaining, and operating water and wastewater system; and

WHEREAS, during a joint meeting of Mayors and the Chairman of the Johnston County Board of Commissioners on April 19, 2023, a consensus was reached to formalize an effort to study a water and sewer authority in Johnston County. Further, it was agreed that each local government would be requested to adopt a resolution indicating their support of moving forward with studying the feasibility of a water and sewer authority; and

WHEREAS, those in attendance at the April 19, 2023 meeting asked Triangle J Council of

Governments to provide a draft resolution for the local governments to consider, which would formalize their interest in studying a water and sewer authority and create a Steering Committee for the study; and

WHEREAS, the group asked Triangle J to take the lead in facilitating the Steering Committee; and

WHEREAS, the Town of Smithfield desires to be a supportive and active regional partner for any forthcoming countywide water and sewer authority study,

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

We support researching the development of a countywide water and sewer authority, and we support Triangle J Council of Government facilitating a Johnston County Water/Sewer Authority Steering Committee. The Steering Committee will include one elected official from each participating community. Further, we direct staff to collaborate with the effort and participate as requested by the steering committee and/or Triangle J. Further, we appoint \_\_\_\_\_ as the Steering Committee Appointee to represent the Town of Smithfield and \_\_\_\_\_ to serve as the alternate to the Steering Committee.

This resolution shall take effect immediately.

**5. Consideration and request for approval to adopt FY 2022-2023 Year End Budget Amendments**

Finance Director Greg Siler presented the year end budget amendments and encumbrances to the Council for review and consideration. He explained only contingency funds were used. No fund balance funds were used.

Councilman Scott made a motion, seconded by Councilman Barbour to adopt the year end budget amendments. Unanimously approved.

<u>GENERAL FUND</u>	<u>BEFORE</u>	<u>ADJ.</u>	<u>AFTER</u>
<b>1. Revenue</b>			
10-00-3460-3100-0000 Occupancy Tax	<u>\$ 250,000</u>	<u>\$ 175,000</u>	<u>\$ 425,000</u>
<b>Expenditures</b>			
10-61-4110-5300-5601 Non-Depart. - Occupancy Tax	<u>\$ 250,000</u>	<u>\$ 175,000</u>	<u>\$ 425,000</u>
To increase occupancy tax expenses to match receipts			
<b>2. Revenue</b>			
10-40-3400-3403-0001 Cemetery - Riverside Ext.	<u>\$ 20,000</u>	<u>\$ 2,500</u>	<u>\$ 22,500</u>
<b>Expenditures</b>			
10-60-5500-5300-3410 Gen. Serv. - Riverside Ext. Reimb	<u>\$ 20,000</u>	<u>\$ 2,500</u>	<u>\$ 22,500</u>
To increase Riverside Cemetery expenses to match sales revenue			
<b>3. Revenue</b>			
10-40-3400-3403-0000 Cemetery Lot Sales	<u>\$ 30,000</u>	<u>\$ 15,000</u>	<u>\$ 45,000</u>
<b>Expenditures</b>			
10-60-5500-5300-3420 General Services - Grave Opening	<u>\$ 30,000</u>	<u>\$ 15,000</u>	<u>\$ 45,000</u>
To increase grave opening cost			
<b>4. Expenditures</b>			
10-10-4100-5100-0220 Gen Gov - P.T. Assistant	\$ -	\$ 1,834	\$ 1,834
10-10-4100-5300-1201 Gen Gov - Legal Fees	80,000	35,000	115,000
10-10-4100-5300-3305 Gen Gov - Misc.	-	579	579
10-10-4110-5300-3305 Non-Depart. - Misc.	-	1,400	1,400
10-10-4200-5300-3305 Finance - Misc.	-	125	125
10-10-4900-5125-0600 Planning - Group Insurance	31,800	4,000	35,800
10-20-5100-5300-3305 Police - Misc	-	275	275
10-20-5300-5300-2900 Fire - Professional Fees/Dues	5,300	4,000	9,300

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10-20-5300-5700-7400 Fire - Capital Outlay	56,850	23,000	79,850
10-30-5600-5300-1100 Streets - Telephone	-	75	75
10-30-5650-5300-3300 Garage - Supplies/Operations	12,000	5,000	17,000
10-40-5800-5300-0760 Sanitation - Temp Agency	-	40,000	40,000
10-40-5800-5300-1000 Sanitation - Debt Collection Fee	-	100	100
10-40-5800-5300-3300 Sanitation - Supplies/Operations	32,000	5,000	37,000
10-60-6220-5300-4509 Aquatic Center - Merchant Fees	14,500	7,000	21,500
10-00-9990-5300-0000 General Fund Contingency	<u>153,451</u>	<u>(127,388)</u>	<u>26,063</u>
	<u>\$ 385,901</u>	<u>\$ -</u>	<u>\$ 385,901</u>

To balance departments at year end

**5. Expenditures**

10-10-4100-5100-0200 Gen Gov - Salaries & Wages	\$ 116,000	\$ 10,000	\$ 126,000
10-10-4200-5100-0200 Finance - Salaries & Wages	87,500	14,000	101,500
10-10-4300-5100-0200 IT - Salaries & Wages	35,570	8,000	43,570
10-10-4900-5100-0200 Planning - Salaries & Wages	209,560	45,000	254,560
10-20-5300-5100-0200 Fire - Salaries & Wages	1,274,000	179,000	1,453,000
10-60-5500-5100-0200 General Services - Salaries & Wages	218,205	30,000	248,205
10-30-5600-5100-0200 Streets - Salaries & Wages	171,625	10,000	181,625
10-40-5800-5100-0200 Sanitation - Salaries & Wages	621,900	20,000	641,900
10-60-6200-5100-0200 Recreation - Salaries & Wages	328,600	50,000	378,600
10-60-6220-5100-0220 Aquatic Center - Salaries & Wages	263,900	31,500	295,400
10-60-6220-5100-0200 Aquatic Center - PT Aquatics	122,364	15,000	137,364
10-10-4110-5300-3306 General Fund Salary Adjustment	<u>680,000</u>	<u>(412,500)</u>	<u>267,500</u>
	<u>\$ 4,129,224</u>	<u>\$ -</u>	<u>\$ 4,129,224</u>

To adjust salary lines as budgeted

**WATER/SEWER FUND**

**6. Expenditures**

30-71-7200-5300-1000 - Water Plant - Debt Collection Fee	\$ -	\$ 360	\$ 360
30-71-7220-5300-1000 Wtr/Sewer Dist - Debt Coll Fee	-	25	25
30-00-9990-5300-0000 Water/Sewer Contingency	<u>355,001</u>	<u>(385)</u>	<u>354,616</u>
	<u>355,001</u>	<u>-</u>	<u>355,001</u>

To fund Penn Credit Debt Collection Cost

**7. Expenditures**

30-71-7200-5300-0771 Water Plant - Unemployment Compensation	\$ -	\$ 1,825	\$ 1,825
30-00-9990-5300-0000 Water/Sewer Contingency	<u>354,616</u>	<u>(1,825)</u>	<u>352,791</u>
	<u>\$ 354,616</u>	<u>\$ -</u>	<u>\$ 354,616</u>

To fund unemployment claims

**8. Expenditures**

30-71-7200-5100-0200 Water Plant - Salaries & Wages	\$ 471,200	\$ 57,000	\$ 528,200
30-71-7200-5300-1201 Water Plant - Legal Fees	\$ 5,000	\$ 18,000	23,000
30-71-7200-5300-3300 Water Plant - Supplies and Operations	\$ 659,950	\$ 90,000	749,950
30-71-7200-5300-1300 Water Plant - Utilities			-
30-00-9990-5300-0000 Water/Sewer Contingency	<u>352,792</u>	<u>(165,000)</u>	<u>187,792</u>
	<u>\$ 1,488,942</u>	<u>\$ -</u>	<u>\$ 1,488,942</u>

To fund increased chemical cost balance other water department accounts

**ELECTRIC FUND**

**9. Expenditures**

31-72-7230-5300-0770 Electric - Unemployment Compensation	\$ -	\$ 1,825	\$ 1,825
31-00-9990-5300-0000 Electric Contingency	<u>187,792</u>	<u>(1,825)</u>	<u>185,967</u>
	<u>\$ 187,792</u>	<u>\$ -</u>	<u>\$ 187,792</u>

To fund unemployment claims



**10. Expenditures**

31-72-7230-5300-1000 Electric - Debt Collection Fee	\$ -	\$ 80	\$ 80
31-72-7230-5300-3307 Electric - IT Supplies	-	129	129
31-00-9990-5300-0000 Electric Contingency	<u>226,054</u>	<u>(209)</u>	<u>225,845</u>
	<u>\$ 226,054</u>	<u>\$ -</u>	<u>\$ 226,054</u>

To fund Penn Credit Debt Collection Cost and IT supplies

**1. Expenditures**

31-72-7230-5300-4501 Electric - Service Contracts	\$ 153,800	\$ (10,185)	\$ 143,615
31-72-7230-5700-7400 Electric - Capital Outlay	<u>177,977</u>	<u>10,185</u>	<u>188,162</u>
	<u>\$ 331,777</u>	<u>\$ -</u>	<u>\$ 331,777</u>

To fund capital outlay overage

**12. Expenditures**

31-72-7230-5300-4800 Electric - NCEMPA/Non Demand	\$ 12,450,000	\$ (7,456,200)	\$ 4,993,800
31-72-7230-5300-4801 Electric - NCEMPA/Demand	-	6,300,000	6,300,000
31-72-7230-5300-4802 Electric - NCEMPA/Debt	<u>-</u>	<u>1,156,200</u>	<u>1,156,200</u>
	<u>\$ 12,450,000</u>	<u>\$ -</u>	<u>\$ 12,450,000</u>

To redistribute electric power purchase budget into specific categories

**WATER PLANT EXPANSION**

**13. Revenue**

43-71-3800-7200-0001 Water Plant Expansion - Johnston Co. Gov	<u>\$ 3,250,000</u>	<u>\$ 500,000</u>	<u>\$ 3,750,000</u>
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**Expenditures**

43-71-7200-5700-7310 Water Plant Expansion - Engineer/Design	\$ 1,370,000	\$ 250,000	\$ 1,620,000
43-71-7200-5700-4501 Water Plant Expansion - Construction	<u>15,405,000</u>	<u>250,000</u>	<u>15,655,000</u>
	<u>\$ 16,775,000</u>	<u>\$ 500,000</u>	<u>\$ 17,275,000</u>

To fund additional grant from Johnston County

Councilman Scott made a motion, seconded by Councilman Barbour to adopt encumbrances from 2022-2023 to 2023-2024. Unanimously approved.

**ENCUMBRANCES FROM 2022-2023 TO 2023-2024**

**GENERAL FUND**

10-10-4110-5300-3306	Non-Departmental - GF Salary Adjustment	\$ 50,000
10-61-4110-5300-5710	Non-Departmental - Economic Development	36,669
10-61-4110-5300-5712	Non-Departmental - S.H.A.R.P Reimbursements	11,000
10-61-4110-5300-5716	Non-Departmental - PEG Channel (TriCaster Video Equipment)	10,595
10-10-4200-5700-7400	Finance Department - Capital Outlay (Chairs/Collection Window)	1,200
10-10-4300-5300-0800	IT Department - Training & Education (Tech. Dir. at SOG)	3,750
10-10-4300-5700-7401	IT Department - Capital Outlay (Phone System)	46,701
10-10-4900-5300-4501	Planning - Service Contracts (Engineering Standards Manual)	35,800
10-10-4900-5300-4502	Planning - Condemnation	31,775
10-10-4900-5700-7400	Planning - Capital Outlay	31,665
10-20-5100-5700-7400	Police - Replace Wrecked Police Vehicle (2020 Dodge Durango)	32,199
10-30-5600-5300-7300	Streets -Sidewalk & Curb Repair (NCDOT Sidewalk Agreement)	133,000
10-30-5600-5700-7400	Streets -Capital Outlay (I95 Bridge Lighting)	95,000
10-30-5700-5700-7310	Powell Bill - Patch and Resurface	152,787
10-40-5800-5700-7400	Sanitation - Capital Outlay (Recycling Truck)	58,500
10-40-5900-5300-3310	Storm Water Drainage	55,000
10-60-6200-5700-4501	Recreation - Service Contracts (Amphitheater Mowing)	<u>5,000</u>
		<u>\$ 790,641</u>

**WATER FUND**

30-71-7220-5700-7400	Water Dist/Sewer - Capital Outlay (Phone System)	\$ 16,700
30-71-7220-5300-5710	Water Dist/Sewer Coll. - Economic Development	<u>298,283</u>
		<u>\$ 314,983</u>

**Electric FUND**

31-72-7230-5300-5710	Electric - Economic Development	\$ 153,283
31-72-7230-5700-7400	Electric - Capital Outlay (Phone System)	<u>16,700</u>
		\$ 169,983

**J.B. GEORGE BEAUTIFICATION FUND**

40-61-4100-5300-3400	J.B. George Projects	\$ 228
40-61-4100-5300-3410	J.P. George Projects	<u>584</u>
		<u>\$ 812</u>

Councilman Scott made a motion, seconded by Councilman Barbour to adopt purchase order encumbrances. Unanimously approved.

**Purchase Orders Encumbrances**

G/L ACCOUNT	ACCOUNT DESCRIPTION	DEPARTMENT	VENDOR	PO#	AMOUNT
10-10-4100-5600-4501	Service Contracts	Gen Gov	Connection Public Sector	20231659	\$ 7,297.95
10-20-5300-5300-3100	Vehicle Supplies/Maint.	Fire Dept	Atlantic Coast	20231499	\$ 1,018.43
10-20-5300-5300-3300	Supplies/Operations	Fire Dept	Heat Transfer Solutions	20231587	\$ 1,526.85
10-20-5100-5300-1700	Equip. Maint. & Repair	Police Dept	Radiotronics Inc	20231613	\$ 2,998.00
10-20-5100-5300-3600	Uniforms	Police Dept	American Uniform Sales Inc	20231712	\$ 675.00
10-20-5100-5300-3600	Uniforms	Police Dept	American Uniform Sales Inc	20231713	\$ 675.00
10-20-5100-5300-3600	Uniforms	Police Dept	American Uniform Sales Inc	20231715	\$ 675.00
10-20-5100-5300-4002	Drug Forfeiture	Police Dept	Ventosa Elite K9 Kennel Inc	20231761	\$ 6,500.00
10-20-5100-5300-2900	Professional Fees/Dues	Police Dept	The MAPS Group	20231303	\$ 6,500.00
10-20-5100-5300-4501	Service Contracts	Police Dept	Connection Public Sector	20231659	\$ 7,297.95
10-60-5500-5300-3440	Appearance Commission	Gen Services	Barrs Recreation LLC	20231750	\$ 24,747.10
10-30-5700-5300-3310	Drainage	Powell Bill	Hanson Aggregates Inc	20228964-R1	\$ 1,087.74
10-30-5700-5300-3300	Supplies/Operations	Powell Bill	Core & Main LP	20228967-R1	\$ 2,900.00
10-40-5800-5300-3300	Supplies/Operations	Sanitation	Rehrig Pacific Company	20231675	\$ 16,700.00
10-60-6200-5300-1700	Equip. Maint. & Repair	Parks & Rec	Green Resource LLC	20231752	\$ 2,847.50
10-60-6200-5300-3300	Supplies/Operations	Parks & Rec	Beacon Athletics LLC	20231768	\$ 3,409.02
10-60-6200-5700-7400	Capital Outlay	Parks & Rec	Maurer Architecture	20231690	\$ 4,050.00
10-60-6200-5700-7400	Capital Outlay	Parks & Rec	McAdams	20231772	\$ 37,900.00
10-60-6220-5300-1700	Equip. Maint. & Repair	Aquatic	ProSource Fitness Equipment	20231753	\$ 549.96
10-60-6220-5300-3300	Supplies/Operations	Aquatic	Ready Care Industries	20231557	\$ 720.85
10-60-6240-5700-7400	Capital Outlay	Sarah Yard	Gardner Commerical Interiors Inc	20231771	\$ 7,475.85
					\$ 137,552.20
30-71-7200-5300-3303	IT Supplies (Water/Sewer)	Water Plant	Dell Marketing LP	20231734	\$ 2,676.24
30-71-7200-5300-4501	Service Contracts	Water Plant	Mark Beauchamp/UFS	20231492	\$ 11,170.00
30-71-7220-5300-3300	Supplies/Operations	Water/Sewer	Core & Main LP	20231663	\$ 1,041.83
					\$ 14,888.07

31-72-7230-5300-3300	Supplies/Operations	Electric	Wesco Receivable Corp	20231649	\$ 6,150.00
31-72-7230-5300-3300	Supplies/Operations	Electric	J Harlen Co	20231692	\$ 5,769.84
31-72-7230-5300-3300	Supplies/Operations	Electric	Wesco Receivable Corp	20231746	\$ 3,795.18
31-72-7230-5300-3300	Supplies/Operations	Electric	Border States Industries	20231531	\$ 2,610.00
					\$ 18,325.02
Total					\$ 170,765.29

#### Councilmembers Comments:

- Councilman Lee extended birthday wishes to his father. He also expressed his appreciation to Banks Gaskins for installing horseshoe pits at Smith Collins Park. He also expressed disappointment about the Early College being left out of funding for this fiscal year due to no fault of their own. He reminded everyone of the upcoming Juneteenth Celebration and encouraged everyone to attend.
- Mayor Pro-Tem Dunn expressed his appreciation to the Council, the Town Manager and Town Staff on everyone's hard work during the budget development and discussions.

#### Town Manager's Report:

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

- The Greenway Trail was now fully opened.

#### Closed Session: Pursuant to NCGS 143-318.11 (a) (6)

Councilman Scott made a motion, seconded by Councilman Rabil, to go into Closed Session pursuant to the aforementioned statute. Unanimously approved at approximately 8:40 pm.

#### Reconvene in Open Session

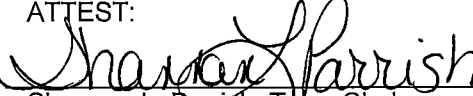
Councilman Barbour made a motion, seconded by Councilman Scott, to reconvene the meeting in Open Session. Unanimously approved at approximately 9:07 pm

No action taken


#### Adjourn

Councilman Barbour made a motion, seconded by Councilman Stevens, to adjourn the meeting. The meeting adjourned at approximately 9:07 pm.

ATTEST:

  
Shannan L. Parrish, Town Clerk



  
M. Andy Moore, Mayor