

The Smithfield Town Council met in regular session on Tuesday, December 5, 2023 at 7:00 p.m. in the Council Chambers of the Smithfield Town Hall, Mayor M. Andy Moore presided.

Councilmen Present:

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

Councilmen Absent:

Marlon Lee, District 1
 Travis Scott, District 3

Administrative Staff Present

Michael Scott, Town Manager
 Ted Credle, Public Utilities Director
 Pete Hedrick, Chief of Police
 Gary Johnson, Parks & Rec Director
 Tim Kerigan, Human Resources
 Eric McDowell, IT Director
 Shannan Parrish, Town Clerk
 Greg Siler, Finance Director
 Michael Sliger, Public Works Superintendent
 Stephen Wensman, Planning Director

Also Present

Robert Spence, Jr., Town Attorney

Administrative Staff Absent

Lawrence Davis, Public Works Director

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.

APPROVAL OF AGENDA:

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

Add to the Consent Agenda:

4. Consideration and request for approval to allow employees to donate accumulated sick leave hours to an employee in the Finance/ Public Utilities Department.
5. Consideration and request for approval to award a bid in the amount of \$6,433.18 to Heat Transfer Solutions, Inc. for the replacement of the HVAC system at Fire Station No. 2.

Unanimously approved.

OLD BUSINESS:

CONSENT AGENDA:

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

1. Approval was granted to promote a Water Plant Trainee to the position of Water Plant Operator I.
2. Approval was granted to allow the Town Attorney to record deeds restricting development of Town lots associated with the Spring Branch Community Restoration Project
3. New Hire Report

<u>Recently Hired</u>	<u>Department</u>	<u>Budget Line</u>	<u>Rate of Pay</u>
Firefighter (Part-time)	Fire	10-20-5300-5100-0210	\$17.60/hr.
Master Police Officer	Police	10-20-5100-5100-0200	\$24.77/hr. (\$55,385.72/yr.)
Master Police Officer	Police	10-20-5100-5100-0200	\$25.27/hr. (\$57,559.36/yr.)
Planner I	Planning	10-10-4900-5100-0200	\$24.29/hr. (\$50,523.20/yr.)
Sanitation Worker	PW – Sanitation	10-40-5800-5100-0200	\$15.79/hr. (\$32,843.20/yr.)

<u>Current Vacancies</u>	<u>Department</u>	<u>Budget Line</u>
Assistant Fire Chief	Fire	10-20-5300-5100-0200
Electric Lineman	PU – Electric	31-72-7230-5100-0200
Firefighter (Part-time)	Fire	10-20-5300-5100-0200
Firefighter (Part-time)	Fire	10-20-5300-5100-0210
Police Officer	Police	10-20-5100-5100-0200
Equipment Operator	PW – Sanitation	10-40-5800-5100-0200

4. Approval was granted to allow employees donate accumulated sick hours to an employee in the Finance/ Public Utilities Department

5. Bid was awarded to Heat Transfer Solutions in the amount of \$6,433.18 for the replacement of the HVAC system at Fire Station No. 2.

ORGANIZATIONAL MEETING:

1. Oaths of Office

- a. The Honorable Senior Resident Superior Court Judge Thomas H. Lock administered the Oath of Office to returning Mayor, M. Andy Moore.
- b. The Honorable Senior Resident Superior Court Judge Thomas H. Lock administered the Oath of Office to returning Councilman At-Large John A. Dunn.
- c. The Honorable Senior Resident Superior Court Judge Thomas H. Lock administered the Oath of Office to returning Councilman At-Large Stephen Rabil.
- d. The Honorable Senior Resident Superior Court Judge Thomas H. Lock administered the Oath of Office to returning Councilman At-Large Roger A. Wood.

2. Election of Mayor Pro-Tempore

Pursuant to North Carolina General Statute 160A-70 the new Town Council was to elect a Mayor Pro-Tem amongst its members.

Mayor Pro-Tem Dunn made a motion, seconded by Councilman Stevens, to elected Councilman Wood to serve a two-year term (2024-2025) as Mayor Pro-Tem. Unanimously approved.

3. Consideration and request for approval to adopt the 2024 Town Council Meeting Schedule

Town Manager Michael Scott presented the Council with the 2024 Town Council Meeting schedule. He explained that staff was requesting the Council consider changing the January, July, August and November meetings due to holidays and events. Also, a pre-budget meeting On January 23, 2024 was included in the meeting schedule.

Councilman Barbour stated the Council should consider holding two meetings a month.

Councilman Stevens agreed with Councilman Barbour stating that there were UDO items that had been tabled that needed to be discussed.

Councilman Barbour made a motion, seconded by Councilman Stevens, to adopt the 2024 Town Council Meeting Schedule as follows. Unanimously approved

2024 Town Council Meeting Schedule

January 9th
 Pre-Budget Work Session January 23rd at 6:30 pm
 February 6th
 March 5th
 April 2nd
 May 7th
 June 4th
 July 9th
 August 13th
 September 3rd
 October 1st
 November 12th
 December 3rd

Public Hearings: None

Citizens Comments

- Alice Vick explained that she submitted a complaint in writing to the Chief of Police and expected a written response to her complaint instead of the verbal response she received.

Business Items: None

Councilmembers Comments:

- Councilman Stevens congratulated the reelected Mayor and Councilmembers and looked forward to continuing our work together.
- Councilman Barbour congratulated the reelected Mayor and Councilmembers.
- Mayor Pro-Tem Wood conveyed his gratitude to all those who supported him during the election. He congratulated the other members of the Council who were reelected. He expressed his appreciation to his family.

- Councilman Dunn expressed his appreciation to all those who supported him during the election. He congratulated the other members of the Council who were reelected. He congratulated Mayor Pro-Tem Wood for being elected to serve as the Mayor Pro-Tem for the next two years. While he enjoyed being Mayor Pro-Tem for the past four years, he felt it was time for someone else to serve in that role.
- Mayor Moore conveyed his gratitude to Councilman Dunn for serving as the Mayor Pro-Tem for the past four years. Mayor Moore stated he was excited for the residential growth that was coming to Smithfield. He stated the best way to improve the area schools was through residential growth. He explained the Council had done a lot to improve the Town's infrastructure and facilities. He praised the Town Departments for their dedication. He expressed his appreciation to his family for all their support.

Town Manager's Report:

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

He congratulated the reelected Mayor and Council.

- Downtown Tree Lighting is scheduled for December 7th from 6:00 to 7:00
- The Christmas Parade is scheduled for December 14th at 7:00 pm.
- Parks and Recreation & the Police Department will be in various neighborhoods on December 21st and December 22nd serving cookies and hot chocolate.

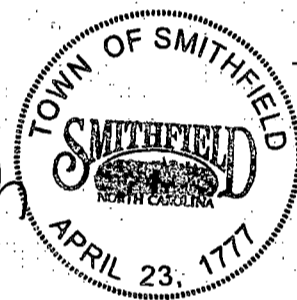
The Town Manager announced that for anyone interested in careers in the Fire Department or the Police Department, the Town had vacancies and there were opportunities in Smithfield to pursue those career paths.

Adjourn

Councilman Barbour made a motion, seconded by Councilman Stevens, to adjourn the meeting. The meeting adjourned at approximately 7:41 pm.

ATTEST:

Shannan L. Parrish
Shannan L. Parrish, Town Clerk



M. Andy Moore
M. Andy Moore, Mayor