

The Smithfield Town Council continued its recessed January 23, 2024 regular meeting on Tuesday, January 30, 2024 at 6:30 p.m. in the Council Chambers of the Smithfield Town Hall, Mayor M. Andy Moore presided.

Councilmen Present:

Roger Wood, Mayor Pro-Tem
Sloan Stevens, District 2 (arrived at 6:51pm)
Dr. David Barbour, District 4
John Dunn, 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
Lawrence Davis, Public Works 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
Stephen Wensman, Planning Director

Also Present

Administrative Staff Absent

Call To Order

Mayor Moore reconvened the meeting at 6:30 pm.

Other Business:

Mayor Moore explained that he and the Council had been receiving calls about a manufactured home recently installed on Booker Dairy Road. He asked Planning Director Stephen Wensman to provide an update on this to the Council. Mr. Wensman explained there were about a dozen developable lots that because of old zoning, could accommodate a manufactured home. Mr. Wensman explained there were some R-20A lots that could be proactively rezoned. Mayor Moore asked that staff do an analysis of any old zoning or odd zoning within the Town.

Budget Items for Discussion:

Town Manager Michael Scott stated the purpose of the meeting was to determine the Council's priorities for FY 2024-2025 Budget.

Personnel:

- **Salary Study**
Town Manager Michael Scott explained there had been numerous requests by departments to review the salaries of its employees. He recommended conducting a salary study.
- **Department Review Requests**
Town Manager Michael Scott explained that department heads have already submitted their requests. Those requests will be reviewed with the Council.
- **Benefit Comparison**
Town Manager Michael Scott explained the Employee Benefits Committee would be meeting on February 7, 2024.
- **Additional Positions**
Town Manager Michael Scott explained that several Departments were requesting additional personnel. Police, Fire, Public Works and Public Utilities were requesting additional staff.
- **CDL Operators**
Town Manager Michael Scott explained that the federal government changed the process for obtaining a Commercial Driver's License (CDL) which was creating a hardship for the Town. Employees must now complete a class and drive with a certified instructor. Due to these new mandates, CDL drivers would become lucrative positions which may cause a shortage of CDL drivers. The Public Works and the Public Utilities Departments would be affected by this change.
- **Post Employee Health Benefits**
Town Manager Michael Scott stated the Council had previously discussed this issue and wanted to continue discussions during the budget process.

Capital Costs:

o **Streets**

- **Outlet Center Drive**
Town Manager Michael Scott stated the condition of Outlet Center Drive was still an issue that would have to be addressed at some point. The road needed to be restriped, but staff didn't want to do that since the whole road needed to be repaved.
- **Town Streets**
Town Manager Michael Scott stated the Council has had a lot of conversation concerning the conditions of Town Streets and he thought that would be an issue the Council wished to discuss during the budget process.

- **Sidewalks**

Town Manager Michael Scott stated existing sidewalks as well as additional sidewalks would need to be addressed.

- o **Storm Water Infrastructure**

- **Create Enterprise Fund?**

Town Manager Michael Scott stated the Council has been discussing stormwater for a few years. The Town was awarded grants for the ERU study, which was completed. The Council would need to decide if it wanted to create an enterprise fund for stormwater and if it chose not to create an enterprise fund, then a determination of how to fund stormwater infrastructure would need to be decided.

- **Fees associated with ERU Study**

Town Manager Michael Scott questioned how the Council wished to move forward with the data received from the ERU Study.

- o **Building Improvements:**

Town Manager Michael Scott explained that with the exception of the Police Department, the Town was outgrowing its facilities. Departments have requested additional staff, but he was unsure where the additional staff would work due to lack of office space.

- Town Hall Expansion – Town Hall cannot accommodate additional employees.
- Public Works Facilities are too small and they need an expanded storage yard.
- Fire Station 3 will be needed eventually on the north side of Town.

- o **Parks and Recreation:**

- **Soccer Complex**

Town Manager Michael Scott stated funding has been secured from Johnston County Visitor's Bureau for the soccer complex. The Town can also apply for a PART F grant for additional funding.

- **Community Park Expansion**

Town Manager Michael Scott stated Community Park is the largest park in Town and at some point, it will have to be expanded.

- **Johnson Park Discussion**

Town Manager Michael Scott stated the Town does not own Johnson Park. The owners of the land keep requesting more from the Town and also requesting longer contract periods. At some point, the Council will need to decide if it wants to continue with the current arrangement.

ARPA Funds:

- **\$1.3 million to be allocated by 12/31/2024 and spent by 12/31/2026**

Town Manager Michael Scott stated the remaining ARPA funds had to be allocated in this budget process.

State Public Safety Grant:

- **\$450,000 for Public Safety**

Town Manager Michael Scott stated the Town received a state grant for public safety. Staff has to submit a scope of work for those funds.

Council Priorities

The Council to participate in a brainstorming session, identifying their priorities for the next fiscal year:

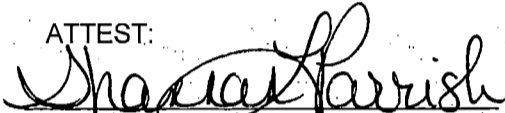
1. Consider hiring the Town's own full-time attorney for legal work.
2. Consider hiring a grant writer/grant administrator that would work for a percentage of grant monies actually received.
3. Complete a salary study to be used for personnel compensation decisions during the budget process.
4. Clean and update street signs around town.
5. Lift the trees located between the Amphitheater and the Neuse River for better views from the front of the Amphitheater. Consider adding additional benches near the river.
6. Resurface Town Hall Parking Lot and repair curbing.
7. Add a dog park to the empty lot near Fire Station 2.

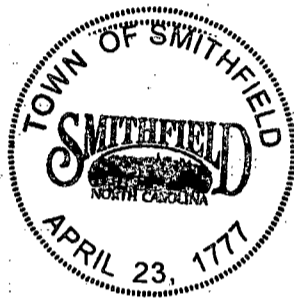
8. Create a plan to move from Johnson Park into a Town owned park in West Smithfield.
9. Remove and replace the Bradford Pear Trees near the downtown area.
10. Create a restaurant grant to bring additional restaurant opportunities to the Downtown or throughout Town.
11. Evaluate the EMS Building for the possibility of expanding town services into the building, as opposed to adding additional space, such as to the Town Hall.
12. Plan and build a skate park.

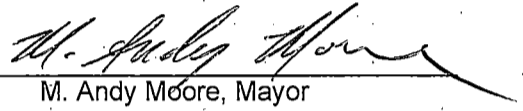
ADJOURN

Councilman Barbour made a motion, seconded by Councilman Dunn, to adjourn the meeting. The meeting adjourned at approximately 8:02 pm.

ATTEST:


Shannan L. Parrish, Town Clerk





M. Andy Moore, Mayor