

The Smithfield Town Council met in regular session on Tuesday, December 2, 2025 at 7:00 p.m. in the Council Chambers of the Smithfield Town Hall, Mayor M. Andy Moore presided.

Councilmen Present:

Roger Wood, Mayor Pro-Tem  
Dr. Gettys Cohen, Jr., District 1  
Sloan Stevens, District 2  
Travis Scott, District 3  
Dr. David Barbour, District 4  
Councilwoman Doris Wallace, District 4  
John Dunn, At-Large  
Stephen Rabil, At-Large

Councilmen Absent

Administrative Staff Present

Michael Scott, Town Manager  
Kimberly Pickett, Assistant Town Manager  
Elaine Andrews, Town Clerk  
Jeremey Daughtry, Fire Chief  
Ted Credle, Public Utilities Director  
Lawrence Davis, Public Works Director  
Andrew Harris, Finance Director  
Pete Hedrick, Chief of Police  
Gary Johnson, Parks & Rec Director  
Shannan Parrish, HR Director  
Stephen Wensman, Planning Director

Also Present

Robert Spence, Jr., Town Attorney

Administrative Staff Absent

**CALL TO ORDER**

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

**INVOCATION**

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

**APPROVAL OF AGENDA:**

*Mayor Pro Tem Roger Wood made a motion, seconded by Councilman Stephen Rabil, to approve the agenda, amended as follows. Unanimously approved.*

Changes:

- Add item No. 5 – Consideration and request for approval for DSDC to hold a Jingle Ball Jubilee on December 14, 2025 from 3:00 pm to 8:00 pm.
- There was a consensus for a budget work session among council members to be scheduled for December 9, 2025. Rather than adjourning tonight's meeting, it will be recessed until December 9, 2025 at 6:30 pm.

Councilman Travis Scott added that discussion for the process to replace the city manager needs to be had at the meeting on December ninth. The mayor concurred that the topic could be added to that meeting's agenda to be discussed.

**Old Business:**

*Mayor Pro Tem Roger Wood made a motion, seconded by Councilman John Dunn to approve the items on the Consent Agenda. Unanimously approved.*

**Consent Agenda Items:**

- 1. Approval of Minutes:**
  - a. October 7, 2025 – Regular Session
  - b. October 7, 2025 – Closed Session
  - c. October 21, 2025 – Regular Session
  - d. October 21, 2025 – Closed Session
- 2. Adoption of Safety Policies:** Staff is requesting the approval of the following Safety Policies: Exposure Control Plan (Bloodborne Pathogens) and Personal Protective Equipment (PPE) Hazard Assessment Program
- 3. Acceptance of Streets for Maintenance – Franklin Townes residential development:** The developer of the Franklin Townes subdivision has completed the construction of all the street infrastructure, including roads, curb and gutter, street lighting and utilities. The Public Works Department has completed all the inspections of the street infrastructure to their satisfaction. Staff respectfully requests the Town Council adopt Resolution 792 (31-2025) accepting a list of Franklin Townes development streets for maintenance.

**Town of Smithfield  
Resolution No. 792 (31-2025)**

**A Resolution to Accept Paramount Drive, Golden Arms Drive, South Copper Fox Lane, North Copper Fox Lane and Peebles Drive in the Franklin Townes Development for Town Street Maintenance**

**WHEREAS**, the Town of Smithfield recognizes the importance of maintaining safe and accessible streets for the benefit of its residents; and

**WHEREAS**, Paramount Drive, Golden Arms Drive, South Copper Fox Lane, North Copper Fox Lane and Peebles Drive in the Franklin Townes Development are located within the jurisdictional limits of the Town of Smithfield, and have been constructed to meet the required standards for public roadways as set forth by the Town; and

**WHEREAS**, Town staff has conducted an evaluation of Paramount Drive, Golden Arms Drive, South Copper Fox Lane, North Copper Fox Lane and Peebles Drive in the Franklin Townes Development and determined that the streets meet the standards for acceptance of public streets pursuant to *Sections 17-27 through 17-29* of the Town of Smithfield code of Ordinances; and

**WHEREAS**, the Developer has requested the Town accept maintenance of streets and associated infrastructure for Paramount Drive, Golden Arms Drive, South Copper Fox Lane, North Copper Fox Lane and Peebles Drive in the Franklin Townes Development; and

**WHEREAS**, the acceptance of Paramount Drive, Golden Arms Drive, South Copper Fox Lane, North Copper Fox Lane and Peebles Drive into the Town’s Street maintenance inventory will add approximately 3,162 linear feet of roadway, increasing the Town’s responsibilities and costs for regular upkeep and repairs while also generating additional revenue through the state’s Powell Bill Fund; and

**WHEREAS**, the Town Council has determined that the acceptance of Paramount Drive, Golden Arms Drive, South Copper Fox Lane, North Copper Fox Lane and Peebles Drive is in the best interest of the public;

**NOW, THEREFORE, BE IT RESOLVED** by the Town Council of the Town of Smithfield as follows:

- 1. **Acceptance of Streets:** The Town of Smithfield hereby accepts Paramount Drive, Golden Arms Drive, South Copper Fox Lane, North Copper Fox Lane and Peebles Drive in the Franklin Townes Development, adding approximately 3,162 linear feet, into its network of streets to be maintained by the Town.
- 2. **Maintenance Obligation:** The Town of Smithfield assumes responsibility for the ongoing maintenance, repair, and general upkeep of Paramount Drive, Golden Arms Drive, South Copper Fox Lane, North Copper Fox Lane and Peebles Drive in the Franklin Townes Development in accordance with its policies and standards for public streets.
- 3. **Effective Date:** This resolution shall take effect immediately upon its adoption.

Adopted this 2<sup>nd</sup> day of December, 2025, by the Town Council of the Town of Smithfield.

\_\_\_\_\_  
M. Andy Moore, Mayor

ATTEST:

\_\_\_\_\_  
Elaine S. Andrews, Town Clerk

**4. New Hire Report**

**Filled Positions**

The Town Council is informed that the following positions have been successfully filled in accordance with the Adopted FY 2025–2026 Budget. This information is provided to formally acknowledge staffing updates and to maintain transparency in the hiring process.

<u>Part Time - Position</u>	<u>Department</u>	<u>Budget Line</u>	<u>Rate of Pay</u>
Parks & Rec Staff	Parks & Rec	10-60-6200-5100-0210	\$10.00
SRAC Staff General	SRAC	10-60-6220-5100-0210	\$12.00
SRAC Staff Aquatics	SRAC	10-60-6220-5100-0220	\$10.00

**Current Vacancies**

The Town Council is informed of the following current vacancies within the organization, which remain unfilled. These vacancies are reported to ensure transparency in staffing levels and to keep the Council apprised of ongoing recruitment efforts.

<u>Position</u>	<u>Department</u>	<u>Budget Line</u>
Deputy Police Chief	Police	10-20-5100-5100-0200
Police Officer (GHSP 1 position)	Police	10-20-5100-5100-0200
Police Officer (SRO 1 position)	Police	10-20-5100-5100-0200
Firefighter (1 position)	Fire	10-20-5300-5100-0200
Street Maintenance Worker	PW – Streets	10-30-5600-5100-0200

*Sanitation Equipment Operator (2 positions)	PW – Sanitation	10-40-5800-5100-0200
Administrative Support Specialist	Parks and Rec	10-60-6200-5100-0200
Utility Line Mechanic	PU – W/S	30-71-7220-5100-0200
*Waste Water Systems Technician	PU – W/S	30-71-7220-5100-0200

\* Vacancies due to pending retirement  
Note – Only 1 Sanitation Equipment Operator Vacancy is due to retirement

**5. Consideration and request for approval the DSDC to hold a Jingle Bell Jubilee on December 14, 2025 from 3:00 pm-8:00 pm:** The event is proposed to take place in the 100 block of South Third Street. This family-friendly event will feature craft vendors, food trucks, Santa visits, carriage rides, and a community sing-along at the Town Christmas tree. A DJ will provide music from 3:00 p.m. to 7:00 p.m., and vendors will be positioned along South Third Street. The applicant is requesting the temporary closure of the 100 block of South Third Street for the duration of the event.

**Organizational Meeting:**

Pursuant to NCGS 160A-68, the Smithfield Governing Body is scheduled to conduct an organizational meeting. Therefore, the following information is provided:

**1. Presentation:**

- a. To outgoing Councilman Dr. David Barbour and the relinquishment of Council Seat. Councilman Barbour received a framed Proclamation from the Mayor with a key to the city.

Mayor Andy Moore and other Council members offered heartfelt words of appreciation to Councilman David Barbour upon his departure from the Board, and for his many years of dedicated service to the Town’s constituents. Mayor Moore issued the following Proclamation:

*TOWN OF SMITHFIELD  
PROCLAMATION  
HONORING THE SERVICE OF COUNCILMAN DAVID BARBOUR*

*WHEREAS, the success of local government depends upon the commitment, integrity, and professionalism of its leaders, whose service is measured by their character, ability, and thoughtful deliberation; and*  
*WHEREAS, Dr. David Barbour has exemplified these qualities as a member of the Smithfield Town Council since first sworn in as Councilman for District Four of the Town of Smithfield on December 5, 2017; and*  
*WHEREAS, during his tenure, Dr. David Barbour has served the citizens of Smithfield with honor, dedication, and integrity, faithfully representing his constituents and the community for the past eight years; and*  
*WHEREAS, Dr. Barbour has devoted countless hours to addressing issues affecting not only District Four, but also the Town as a whole, demonstrating a steadfast commitment to progress through thoughtful dialogue and sound decision-making; and*  
*WHEREAS, Dr. David Barbour, as Pastor of Watson’s Grove Free Will Baptist Church in Kenly, North Carolina, and as a former educator with the Johnston County School System, has exemplified leadership rooted in faith, compassion, and service to others; and*  
*WHEREAS, his tenure on the Smithfield Town Council has been marked by a genuine affection for the people of Smithfield and a passion for improving the Town’s economic vitality and aesthetic development; and*  
*WHEREAS, Dr. David Barbour has also faithfully served as the Council Liaison to the Parks and Recreation Advisory Committee, supporting initiatives that enrich the quality of life for residents and enhance community engagement;*  
*NOW, THEREFORE, BE IT PROCLAIMED, that I, M. Andy Moore, Mayor of the Town of Smithfield along with the members of the Town Council do hereby recognize and commend*

*DR. DAVID BARBOUR*  
*for his distinguished service, leadership, and commitment to the citizens of Smithfield, North Carolina.*  
*BE IT FURTHER PROCLAIMED, that we extend our sincere appreciation and best wishes to Dr. David Barbour for the countless hours he has dedicated to town governing and as he continues to serve others through his ministry and community involvement.*

*M. Andy Moore, Mayor  
Town of Smithfield, NC*

## 2. Oaths of Office:

- a. Administering the Oath of Office to returning Honorable Mayor M. Andy Moore by the Honorable Michelle Ball, Clerk of Superior Court of Johnston County
- b. Administering the Oath of Office to Council-elect Dr. Gettys Cohen, Jr. by the Honorable Michael R. Morgan, Senior Associate Supreme Court Justice (Retired)
- c. Administering the Oath of Office to returning Councilman Sloan Stevens by the Honorable Michelle Ball, Clerk of Superior Court of Johnston County
- d. Administering the Oath of Office to returning Councilman Travis Scott by the Honorable Joy Jones, District Court Judge
- e. Administering the Oath of Office to Councilwoman-elect, Doris Louise Wallace by the Honorable Addie Rawls, District Court Judge (Retired)

## 3. Election of the Mayor Pro-Tempore:

Pursuant to NCGS 160A-70, At the organizational meeting, the Council shall elect among its members a Mayor Pro-Tempore to act during the absence of the mayor.

*Mayor Pro Tem Roger Wood made a motion, seconded by Councilman Gettys Cohen, Jr. to nominate and appoint Councilman Sloan Stevens as the Mayor Pro Tempore for the next two years. Unanimously approved.*

## 4. Council Appointment to Advisory Town of Smithfield Advisory Boards:

Mayor M. Andy Moore made the following Advisory Board appointments:

Appearance Commission – Councilman Sloan Stevens  
 Library Board of Trustees – Councilman Roger Wood  
 Employee Benefits Committee – Councilmen Travis Scott and Stephen Rabil  
 NCEMPA Board of Commissioners – Councilman Travis Scott  
 County Water/Sewer Authority – Councilmen Travis Scott and Sloan Stevens  
 UCPRPO (NCDOT) – Mayor Andy Moore

*Councilman Stephen Rabil made a motion, seconded by Councilman John Dunn to appoint Councilman Roger Wood to serve on the Recreation Advisory Committee. Unanimously approved.*

Recreation Advisory Committee – Councilman John Dunn

## 5. Meeting Schedule:

Pursuant to NCGS 160A-71 and the Town of Smithfield Code of Ordinances Article II, Section 2-46, the governing body is to adopt a meeting schedule.

*Councilman Travis Scott made a motion, seconded by Councilman Stephen Rabil to adopt the 2026 Town Council Meeting Schedule as follows. Unanimously approved.*

*It was also the consensus of the Board to change the **Appearance Commission's** meeting date and time to the second Tuesday of the month at 5:30 p.m., as recommended by administrative staff and unanimously agreed upon by the Commission at their regular meeting on 11/18/25.*

### **2026 Town Council Meeting Schedule**

January 6<sup>th</sup> and 20<sup>th</sup>  
 February 3<sup>rd</sup> and 17<sup>th</sup>  
 March 3<sup>rd</sup> and 17<sup>th</sup>  
 April 7<sup>th</sup> and 21<sup>st</sup>  
 May 5<sup>th</sup> and 19<sup>th</sup>  
 June 2<sup>nd</sup> and 16<sup>th</sup>  
 July 7<sup>th</sup> and 21<sup>st</sup>  
 August 18<sup>th</sup>  
 September 1<sup>st</sup> and 15<sup>th</sup>  
 October 6<sup>th</sup> and 20<sup>th</sup>  
 November 17<sup>th</sup>  
 December 1<sup>st</sup> and 15<sup>th</sup>

**Councilmember’s Comments**

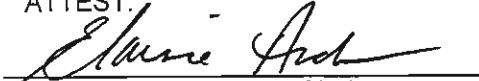
- Councilman Roger Wood congratulated Board members and Mayor Andy Moore for their election wins—stating he looked forward to working with new Councilwoman Doris Wallace. Councilman Roger Wood recognized the commitment sacrifice it takes to publicly serve the Board. He congratulated Mayor Pro Tem Sloan Stevens for his appointment.
- Councilman John Dunn congratulated everyone for being sworn in, and echoed Councilman Woods sentiments regarding the commendable sacrifice of members in support of the community.
- Councilman Gettys Cohen, Jr. congratulated all the newly sworn-in officials and expressing his appreciation for the mayor’s long service. He gave special attention to his family and pastor, acknowledging their presence and support. Dr. Cohen shared his gratitude for family members who traveled from different locations—including his aunt from South Carolina, his sister and her husband from Dallas, his pastor from South Carolina, and other relatives—highlighting the importance of family bonds. He recognized Associate Justice Morgan’s effort to attend the meeting and encouraged unity for the betterment of the entire Smithfield community, not just one district. Dr. Cohen also reminisced about family connections and traditions, expressing love and pride for his grandchildren, and concluded by thanking everyone for their encouragement and presence.
- Councilman Sloan Stevens expressed his gratitude for the board’s confidence in appointing him Mayor Pro Tempore. He congratulated Dr. Cohen and Councilwoman Wallace on joining the council, and thanked his family for their support, acknowledging the sacrifices required from them due to his council duties. He remarked on the challenges of balancing council work with family obligations, and concluded by stating he is thankful for the chance to serve and hopes to make a positive difference for the town.
- Councilwoman Doris Wallace congratulated the newly sworn-in officials and reflected on her late “bonus mother,” whose inspiration keeps her focused on her goals. She thanked her family members—including her son, nieces, and husband—who traveled from various places to support her, as well as her close circle of friends, Pastor Whitley, and colleagues who encouraged her through her election campaign. Wallace emphasized the importance of community involvement, urging everyone to attend future board meetings, not just the current one, to help move Smithfield forward. She highlighted the values of kindness, support, and agreeing to disagree, and expressed gratitude to young women from JCC and an assistant principal from her school for attending and showing support.
- Mayor Andy Moore concluded the meeting by welcoming and congratulating all newly sworn-in and returning council members, while expressing gratitude to their families for their continued support and sacrifice. He emphasized the importance of collaboration, respect, and civility among council members despite any differences, encouraging a spirit of unity for the benefit of Smithfield. Mayor Moore thanked town staff, particularly emergency responders, for their professionalism and swift action during a recent personal family incident. He announced several upcoming holiday events in Smithfield, including the Christmas parade, the hot cocoa crawl, carriage rides, and the staff Christmas party, inviting all attendees to participate. He also informed the council and public that the NC Department of Transportation has postponed the removal of parking on Market Street until after Christmas, commending the agency for its responsive cooperation. Mayor Moore concluded by inviting everyone to a community reception at the fire department, expressing his continued honor and enthusiasm in serving the town.
- Councilwoman Doris Wallace made an additional comment to thank her Rotary friends who attended for her oath ceremony. She also thanked Planning Board Chairman, Mark Lane.

**Town Manager’s Report**

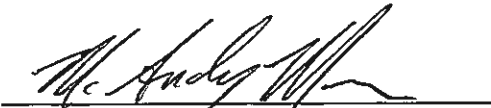
Assistant Town Manager Pickett noted that the Grinch run was this Saturday, December 6<sup>th</sup> through Parks and Rec.

**RECESS:**

Councilman Travis Scott made a motion, seconded by Councilman Roger Wood, to recess the meeting until December 9, 2025 at 6:30pm. The meeting was recessed at approximately 6:30 pm.

ATTEST:  
  
Elaine Andrews, Town Clerk



  
M. Andy Moore, Mayor