

Due to the absence of the Town Clerk at this meeting, the following minutes were transcribed from video and audio recording.

The Smithfield Town Council met on Tuesday, June 2, 2026 at 7:00 pm in the Council Chambers of the Smithfield Town Hall. Mayor M. Andy Moore presided.

Council Members Present:

Mayor Pro Tem Sloan Stevens
Dr. Gettys Cohen, Jr., District 1
Doris L. Wallace, District 4
Roger Wood, At-Large
Stephen Rabil, At-Large
John Dunn, At-Large

Council Members Absent:

Travis Scott, District 3

Administrative Staff Present

Kimberly Pickett, Interim Town Mgr.
Jeremey Daughtry, Fire Chief
Pete Hedrick, Chief of Police
Gary Johnson, Parks & Rec Director
Shannan Parrish, HR Director
Planning Director, Brent Reck
Ted Credle, Public Utilities Director
Lawrence Davis, Public Works Director
Tracy Stubblefield, Finance Director

Also Present:

Robert Spence, Jr., Town Attorney

Administrative Staff Absent:

Elaine Andrews, Town Clerk

CALL TO ORDER:

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

INVOCATION:

The invocation was given by Councilwoman Doris Wallace, followed by the Pledge of Allegiance.

APPROVAL OF AGENDA:

Councilman Roger Wood made a motion, seconded by Councilman Gettys Cohen, Jr. to approve the agenda, amended as follows. Unanimously approved.

Remove from the Consent Agenda:

Item No 9: Consideration and request for approval to allow employees to donate accumulated sick time to an employee in the Public Works Department.

Item No.11: Proclamation - National Gun Violence Awareness

Item No. 12: Consideration and request for approval of Budget Amendments

Add to Presentations:

Item No. 1: Proclamation – National Gun Violence Awareness

Moved to Presentation Item No. 2: DOT Presentation – Market Street Update

Add to Business Items:

Item No. 3: Consideration and request for approval of Budget Amendments

PRESENTATIONS:

1. Proclamation – National Gun Violence Awareness

Mayor Andy Moore read a proclamation declaring June 5, 2026 as *National Gun Violence Awareness Day* in the Town of Smithfield. The proclamation honored victims, supported survivors and their families, and encouraged community efforts to promote safety and reduce gun violence. Mayor Moore signed the proclamation and presented it to the attendees who had come forward for the occasion.

**PROCLAMATION
DECLARING JUNE 5, 2026 TO BE
NATIONAL GUN VIOLENCE AWARENESS DAY IN THE
TOWN OF SMITHFIELD**

WHEREAS, every person deserves to live in a community where they feel safe in their homes, schools, workplaces, places of worship, and public spaces; and

WHEREAS, gun violence impacts individuals, families, and communities across the United States and has lasting emotional, physical, and economic effects; and

WHEREAS, National Gun Violence Awareness Day honors the lives of those lost to gun violence, supports survivors and affected families, and raises awareness about the importance of preventing firearm-related tragedies; and

WHEREAS, communities throughout the nation recognize the importance of promoting education, responsible firearm ownership, safe firearm storage practices, mental health awareness, conflict de-escalation, and collaborative violence prevention efforts; and

WHEREAS, the Town of Smithfield values the safety and well-being of all residents and recognizes the importance of community partnerships, public engagement, and respectful dialogue in fostering safer neighborhoods; and

WHEREAS, National Gun Violence Awareness Day serves as an opportunity to remember victims, support survivors, and encourage continued efforts to reduce violence and strengthen community safety for future generations.

NOW THEREFORE, I, M. Andy Moore, Mayor of the Town of Smithfield, NC do hereby proclaim **June 5th, 2026** as:

NATIONAL GUN VIOLENCE AWARENESS DAY

in the Town of Smithfield and encourage residents to honor the memory of those impacted by gun violence, support survivors and their families, and work together to promote safe, healthy, and connected communities.

2. DOT Presentation – Market Street Update

Interim Town Manager Kimberly Pickett introduced Addison Gainey, Division Project Development Engineer for NCDOT Division 4, who presented a conceptual design update for the Market Street safety improvement project (Project HS-2404V) and associated side street improvements.

Mr. Gainey explained that the project is federally funded under a highway safety program and covers Market Street from Front Street to US 301. At the prior request of the Town, NCDOT agreed to incorporate improvements to Town-owned side streets into the same design and construction contract, with the Town responsible for funding or securing funding for the municipal portion of the work.

Market Street Improvements

Gainey outlined the following planned improvements along the Market Street corridor:

- Upgrading all pedestrian crossings at signalized intersections to current ADA standards, including new curb ramps, high-visibility crosswalks (24-inch staggered markings), accessible pedestrian signals with audible countdowns, and retimed signals using a 3.5 feet-per-second pedestrian crossing standard. A leading pedestrian interval of approximately three seconds will also be incorporated.
- Widening travel lanes on Market Street to 11 feet, with a painted buffer area of approximately 4–5 feet between the outside lane and the curb/sidewalk for most of the corridor.
- Installing a raised concrete island between Front Street and Second Street to slow incoming traffic as it transitions from the 45-mph zone to the 25-mph town speed limit. Mr. Gainey noted the island could also serve as a location for town signage and that landscaping could be considered as an alternative to concrete.
- Reconfiguring the lanes at the US 301 intersection so that the inside lane becomes a dedicated left-turn lane heading north, the outside lane becomes the through lane, and a drop right-turn lane is created. This change is intended to eliminate the backups from left-turning vehicles that currently spill into oncoming traffic.
- Adding emergency signal preemption at the Market Street and Fourth Street intersection, connected directly to the fire station, so that firefighters can trigger an immediate signal phase change before responding to calls.

- Adding a dedicated left-turn lane from Market Street onto Third Street North as part of the one-way street conversion.
- Upgrading all traffic signal equipment (heads, cables, controllers) to current standards throughout the corridor.
- Installing pavement markings, including I-95 directional shields, to guide drivers into correct lanes approaching US 301. Mr. Gainey indicated NCDOT would maximize signage to the extent standards allow, particularly given concerns raised about commercial vehicles missing turns.
- All DOT-owned roadway within the project area will be milled and resurfaced. Municipal streets will receive new markings on existing pavement unless the Town elects to fund resurfacing separately.

Side Street Improvements – One-Way Conversion

Mr. Gainey described the proposed conversion of three streets around the Johnston County Courthouse into a one-way circulation pair:

- Second Street – converted to one-way heading south, from Bridge Street to East Johnson Street, with angled parking on the courthouse side and accommodations for ADA-compliant handicapped spaces at the main courthouse entrance.
- East Johnson Street – converted to one-way heading east, from Second Street to Third Street, with angled parking on the courthouse side.
- Third Street – converted to one-way heading north, from Johnson Street to Bridge Street, with angled parking on the courthouse side and a handicapped space near the historic preservation building. An all-way stop is proposed at the intersection of East Johnson Street and Second Street to account for the change in directions.

Gainey noted that curb ramp and crosswalk upgrades on the north side of Market Street at non-signalized intersections may be eligible under the federal Transportation Alternatives Program (TAP), with the Town's share at only 20 percent, and federal money would cover the other 80 percent.

Gainey discussed upgrades and deficiencies with the outdated traffic signal equipment at Third and Bridge Streets. He also noted there were signals at Second and Bridge—and at Third and East Johnston Streets in the one-way conversion area that he described as extremely old town-owned equipment that is no longer manufactured. Gainey stated he had ideas to present to the Council for input for what options could be at the intersections.

Councilman John Dunn asked for clarification for TAP fund use, with Gainey stating they could mainly be used for sidewalks and not signaling. He also added that any new signals on Market Street would be funded by the DOT.

Mayor Pro Tem Sloan Stevens asked for clarity regarding the traffic counts for the area, with Gainey showing what the one-way pairs will look like for traffic flow. Gainey noted as the traffic plan develops the turn lanes will be linked to show patterns. Stevens sought specific data for how much traffic would flow from Second, Third and other streets along the corridor, with Gainey noting they have the counts. Gainey added that NCDOT can disburse turns to other routes as movement is taken away, and as appropriate by doing a capacity analysis.

Mayor Moore raised concerns about angled parking and traffic patterns for residents and commuters currently using Second Street to exit town heading west. Mr. Gainey acknowledged that the one-way conversion would redistribute that traffic to Front Street and Third Street, and committed to sharing detailed turn-movement count data with the Council so they could evaluate the specific volumes involved.

There was some concern expressed about peak afternoon traffic on Third Street, noting that it already backs up during courthouse closing hours, and questioned how the system could absorb additional vehicles. Gainey explained that the one-way conversion reduces the number of signal phases at each intersection, allowing signals to operate more efficiently and move more vehicles through the same space. He drew a comparison to the reduced-conflict intersection design used elsewhere in the state, where removing competing phases improves overall throughput. He acknowledged the concern and committed to providing the capacity analysis results as the design progresses.

Councilman Stephen Rabil asked whether parking space counts were known to go up or down, and Gainey confirmed that a prior count had been shared with the Town. He cautioned that a raw comparison of striped spaces before and after the project could be misleading, since many existing spaces are substandard in width or length. He offered to resend the parking analysis to staff.

Councilman Gettys Cohen Jr. questioned the function of the raised median, with Gainey noting it was generally to slow people down coming into town, and a place to put signage.

Discussion also touched on the future potential of Front Street as a pedestrianized corridor, and the long-term impact that could have on Third Street traffic. Gainey confirmed that the existing traffic counts and rerouting scenarios would help inform those longer-term planning considerations. Interim Manager Pickett noted specific sections and noted impacts. She stated she would re-send that information she had to the Board.

Gainey also identified two town-owned signals requiring Council direction: the signal at Second Street and Bridge Street, and the signal at Third Street and East Johnson Street. Both are on aging equipment with obsolete software and components that can no longer be sourced.

For each location, NCDOT presented two options:

- All-way stop: Estimated at approximately \$30,000 for Second and Bridge (signal removal only) and approximately \$50,000–\$55,000 for Third and East Johnson (which requires removal of existing metal mast arm poles and concrete foundations).
- New traffic signal: Estimated at approximately \$155,000 at either location if existing mast arm poles can be reused. If the poles and foundations cannot support new equipment—which is uncertain due to a lack of historical records—replacement with new mast arms and deep foundations would cost approximately \$340,000–\$350,000 at Third and East Johnson.

Gainey emphasized that either option would function adequately given the traffic volumes, and that the choice is ultimately a matter of Town preference. He requested a decision within approximately four to six weeks so that the signal designs could be incorporated into the plans concurrently with the rest of the project, avoiding delays later in the review process.

Gainey confirmed that NCDOT's goal is to cover as much of the side street work as possible with state funds and to assist the Town in pursuing outside funding sources—such as legislative contingency—for the remaining betterment costs. Payment under the betterment agreement would not be required upfront but upon project completion.

Mr. Gainey reported that design is currently underway. NCDOT is targeting completion of the environmental document by August 2026, with a goal of awarding a construction contract by the end of the year. Construction is expected to last six to eight months but will proceed in intermittent phases. All work affecting traffic on Market Street or the courthouse block will be performed at night to minimize disruption.

Councilman John Dunn clarified with Gainey that the betterment agreement meant that no costs would be required up front, but paid upon the completion of the project. Dunn further inquired that at first it did seem that if the Town decided to go with the one-way pairs there would be things that the state could roll into the project to help the Town out; however, after the presentation it seems that NCDOT's main intent was to assist with crosswalks, pedestrian signalization and markings on the street. Dunn clarified that obviously the DOT cannot pave the town's streets nor provide signaling thereof. Gainey stated unfortunately, no, and concurred that a while back upon original discussions there may have been an opportunity to get federal funding for some side streets to be incorporated—but now the funding is only for Market Street. Gainey stated, however that with every intersection along Market Street, DOT would likely cover the first 100 feet of the side street as part of the Market Street project—covering as much as they possibly can with state dollars while following the rules. Gainey also stated they would try to assist the Town with outside funding via legislative contingency—preparing any estimates or documentation that the Town might need.

Gainey further clarified that all improvements touching Market Street are funded 100 percent by NCDOT, while the town-owned signal intersections and associated side street work are the Town's financial responsibility, with the TAP 80/20 cost-share available only for pedestrian crosswalk and sidewalk elements.

Councilman Stephen Rabil questioned the design showing drivers turning into angled parking off of Second Street, with Gainey noting the design in the presentation was conceptual, and the final plans will be off-set from the intersection for standard distance.

Councilman John Dunn asked about designated left turn lane on Third and Bridge Street, and on Second coming back. Gainey reiterated the conceptual nature of the plans, and noted that a traffic analysis would dictate turning lane needs—all things considered and sharing plans, and accepting feedback along the way.

During other discussion regarding conceptual information that was out for public opinion, Pickett stated that she wanted to iterate that handicap parking at the courthouse and on North Third Street are in the plans, and has not been removed. Gainey stated he would share more updates in the near future to give a better overall picture of the project.

Mayor Andy Moore asked whether the current signage along Market Street—described as excessive and obstructing business visibility—would be addressed as part of the project. Gainey confirmed that a fully revised signage plan would accompany the project, and that with the removal of parking lanes on Market Street, far less signage would be required going forward.

Mayor Moore thanked Mr. Gainey for the detailed presentation and noted that while the overall concept had been discussed in prior meetings, the level of detail provided this evening was valuable for public understanding. Mr. Gainey agreed to forward all traffic count data to the Town promptly after the meeting.

A copy of the DOT Market Street Presentation is on file in the records of the Town Clerk.

PUBLIC HEARINGS:

1. **FY 2026-27 Town of Smithfield Budget Hearing:** The Town Council is respectfully requested to hear public comments, and to consider the adoption of the Interim Town Manager's proposed FY 26-27 Budget and fee schedule, in accordance with NC G. S. 159-12. A balanced budget must be adopted by the majority of the sitting Council prior to July 1, 2026.

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

Interim Manager Kimberly Pickett addressed the Council stating that her presentation is basically the same one given at a prior meeting, with no change. Pickett presented a summary of the proposed FY 2026-27 budget, noting that a

more detailed presentation had been provided at the previous Council meeting. Key highlights included:

- Total budget: \$58,462,433, comprising the General Fund (Fund 10) at \$24,798,099; Water/Sewer Fund (Fund 30) at \$14,219,190; and Electric Fund (Fund 31) at \$19,445,144. Separate supplemental funds include the J.B. George Beautification Fund (\$4,880) and the Fireman Relief Fund (\$15,800).
- Property tax rate: Unchanged at \$0.45 per \$100 valuation, projected to yield \$10,607,090 at a 98% collection rate. The revenue-neutral rate is \$0.42.
- Downtown MSD rate: Unchanged at \$0.16 per \$100 valuation, projected to yield \$100,849 at a 98% collection rate.
- No increases to water, sewer, or electric rates at this time. Interim Town Manager Pickett noted that a rate study for electric service is pending and that the Town may need to revisit rates upon receiving updated bulk power costs from the county for sewer.
- Mandated cost increases: State retirement contributions increased (general employees from 14.35% to 15.10%; law enforcement officers from 16.10% to 17.10%); property/liability and medical insurance each increased by 6%.
- Merit increases: Up to 2% merit increase budgeted for all full-time employees.
- New positions: Four new positions are included—three Battalion Chief positions reflecting an organizational restructuring in the Fire Department, and one facility maintenance position in Parks and Recreation.
- Debt service in the General Fund covers the ladder fire truck, police department expansion, knuckle boom truck, and Smithfield Crossing debt, with a contingency of \$838,300.

Interim Town Manager Pickett also presented a comparison of utility costs for an average Smithfield residential customer versus residents served by the Town of Selma, the Town of Clayton, and Duke Energy. Smithfield customers save approximately \$897 annually compared to Selma and \$1,457 annually compared to Clayton. Compared to Duke Energy, Smithfield customers save approximately \$474 annually on a blended basis, though Duke's March-through-November rate is slightly lower.

Mayor Moore noted that this comparison is meaningful to residents who may not realize their combined utility bill includes electric, water, sewer, and sanitation services, unlike areas served by Duke Energy where only an electric bill is received from the utility. Mayor Moore further requested that the budget presentation be posted to the Town's website for public accessibility. Interim Town Manager Pickett confirmed this could be done, noting that the full budget document had already been published online and at the Clerk's Office.

No members of the public came forward to comment.

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

Councilman Roger Wood made a motion, seconded by Councilman John Dunn to approve the FY 2026-27 Town of Smithfield budget as presented. Unanimously approved.

Councilman Roger Wood made a motion, seconded by Councilman John Dunn to approve the FY 2026 associated adopted fee schedule. Unanimously approved.

CITIZENS' COMMENTS:

- Lindsay Bean of 10 Alpine Court addressed the Council regarding a vacant house near where she lived whereby a neighbor is consistently dumping debris that looks unsightly in front of her home. She stated she was tired, and feels the dumping is being done to specifically harass her. She brought in pictures for record. She asked why the Town did not fine the house for dumping as is done in Selma. Bean stated she has contacted the Police, Sheriff and Fire Departments, and even reached out to the State, who the Town would hear from. Bean stated she wanted the matter stopped to protect her property.
- Kyle McKeel, 106 Whitley Drive, Smithfield asked the Council to reconsider the proposed location of the baseball stadium at Community Park, which he described as a mature hardwood forest containing tulip poplar trees potentially 180 years old. Mr. McKeel stated that he has used the trails in those woods for approximately twenty years and that a Facebook post soliciting public opinion on preserving the site as a nature park received overwhelming support. He suggested a vacant adjacent field as an alternative stadium site that would not require deforestation. He also suggested the Town use QR codes on public notices linking to site maps to improve community awareness of major land use decisions.
- Stephanie Avery of Meadowbrook Drive, Smithfield requested that the Town establish a text or alert notification system for utility outages, specifically referencing a recent power outage in South Smithfield where residents were left to call in without receiving any proactive communication. She also asked how the Town would communicate with residents in the event of a more serious emergency, and suggested the utility billing process be used to allow customers to opt into text alerts.
- Pam Lampe, a resident of Smithfield, expressed support for a public hearing process on the baseball stadium decision, questioning whether one was legally required given the economic development nature of the project. She also shared observations on the Market Street DOT proposal, expressing hope that angled parking on the one-way streets would be implemented safely. She commended the

Town on the Municipal Service District discussion and expressed optimism that upcoming benchmarks for the DSDC would help unite downtown stakeholders. She also encouraged preserving the wooded area at Community Park as a public green space similar to regional parks such as Shelley Lake or Umstead.

- Kimitha Fulwood, a representative of the Johnston County Public Health Department, 517 North Bright Leaf Boulevard reminded attendees that June is Men's Health Month and encouraged men to obtain preventative screenings and blood pressure and diabetes checks. She also noted that rising 7th and 12th graders are required to receive Tdap and Meningococcal vaccines before the upcoming school year and encouraged families not to wait, as the Health Department is administering those vaccines over the summer. She offered informational materials on available services for Council distribution.

Mayor Moore asked staff to post the Public Health Department's informational materials to the Town's social media and website.

CONSENT AGENDA ITEMS:

Councilwoman Doris Wallace made a motion, seconded by Councilman Gettys Cohen, Jr. to approve the consent agenda as amended. Unanimously approved.

1. Approval of Minutes:

- April 16, 2026 – Recessed Budget Session
- April 16, 2026 – Closed Session
- April 21, 2026 – Regular Session

2. **Special Event – Bright Mind 5K Walk on June 13, 2026:** The Council is being asked to consider approval of Temporary Use Permit (TUP) to allow Tatum Godwin to hold the Bright Mind 5K Run from 8:00 a.m. to 1:00 p.m. at 306 S. Second Street. Amplified sound will be used and food will be sold. The applicant has contacted Smithfield Police Department to provide security.

3. **Special Event – Bulldog Harley-Davidson Fashion Show – June 6, 2026:** The Council is being asked to approve a TUP to allow this event at 1043 Outlet Center Drive from 11:00 a.m. to 4:00 p.m. A DJ will provide amplified music from 12:00 p.m. to 3:00 p.m. A food truck will be on site, and attendance is expected to exceed one-hundred people.

4. **Special Event – Bulldog Harley-Davidson Ride into Summer Event – June 13, 2026:** The Council is being asked to approve a TUP to allow this event at 1043 Outlet Center Drive from 11:00 a.m. to 4:00 p.m. A food truck will be on site selling food.

5. **Special Event – Bulldog Harley-Davidson Great American Ride Event – June 20, 2026:** The Council is being asked to approve a TUP to allow this event to be held at 1043 Outlet Center Drive from 11:00 a.m. to 4:00 p.m. A live band will provide amplified music and a food truck will be on site selling food. Attendance of over one-hundred people is expected.

6. **Special Event – Bulldog Harley-Davidson Bike Night Event – June 25, 2026:** The Council is being asked to approve a TUP to allow this event to be held at 1043 Outlet Center Drive from 11:00 a.m. to 4:00 p.m. A live band will provide amplified music via speakers from 5:00 p.m. to 8:00 p.m. A beverage truck will be on site selling beverages. Attendance of over one-hundred people is expected.

7. **Special Event – Bulldog Harley-Davidson Roll & Ride Event – June 27, 2026:** The Council is being asked to approve a TUP to allow this event to be held at 1043 Outlet Center Drive from 11:00 a.m. to 4:00 p.m. A live band will provide amplified music from 12:00 p.m. to 3:00 p.m. Food trucks will be on site selling food and attendance of over one-hundred people is expected.

8. **Consideration and request for approval to allow employees to donate accumulated sick time to an employee in the Customer Service/Finance Department.**

~~Consideration and request for approval to allow employees to donate accumulated sick time to an employee in the Public Works Department.~~

9. **Consideration and request for Promotion:** The Council is respectfully requested to consider the promotion of one Public Utilities Employee from Utility Line Mechanic to Pump Station Mechanic.

~~Proclamation—National Gun Violence Awareness~~

~~Consideration and request for approval of Budget Amendments:~~ ~~The Council is respectfully requested to consider approval of budget amendments to appropriate and reallocate funds; ensuring proper accounting and to maintain compliance with the Town’s adopted budget ordinance and financial policies.~~

10. Capital Project Ordinance Approval - CP 01-2026 for PFAS Mitigation Funds:
The Finance Department is seeking approval of a capital project ordinance for the PFAS mitigation project within the Town’s water system in accordance with NC G.S. 159-13.2.

**Ordinance No. CP-01-2026
PFAS Mitigation Funds**

**Town of Smithfield Capital Project Ordinance
PFAS Mitigation**

Be it ordained by the Town of Smithfield Town Council that, pursuant to Section 13.2 of Chapter 159 of the General Statutes of North Carolina, the following Water Sewer Capital Project Ordinance amendment is hereby adopted:

- Section 1.

This ordinance establishes regulations and procedures for identifying, monitoring, reducing, and managing per- and polyfluoroalkyl substances (PFAS) contamination within the jurisdiction. The project aims to protect public health, drinking water sources, and the environment by setting standards for testing, reporting, remediation, disposal, and compliance for affected facilities, industries, and public infrastructure.
- Section 2.

The officers of this unit are hereby directed to proceed with the project within the rules and regulations established by the NCGS and the budget contained herein.
- Section 3.

The following revenues are anticipated to be available to complete this project:

PFAS Litigation Funds	\$1,100,000.00
Total:	\$1,100,000.00
- Section 4.

The following amounts are appropriated for the project:

PFAS Expense	\$1,100,000.00
Total:	\$1,100,000.00
- Section 5.

The Finance Director is hereby directed to maintain within the Project Fund sufficient detailed accounting records to provide the accounting to the grantor agency required by Federal and State regulations.
- Section 6.

The Finance Director is directed to directed to report quarterly on the financial status of each project element in Section 4 and on the total grant revenues received or claimed.
- Section 7.

The Finance Director is directed to include detailed analysis of past and future costs and revenues on this grant project in every budget submission made to the Town Council.
- Section 8.

Copies of this Project Ordinance shall be made available to the Finance Director for direction in carrying out this project.

Adopted this 2nd day of June, 2026.

11. Capital Project Ordinance Approval – CP 02-2026 for the Baseball Stadium at Community Park: The Finance Department is seeking approval of a capital project ordinance for the Smithfield baseball stadium project at Community Park in accordance with NC G.S. 159-13.2.

**Ordinance No. CP-02-2026
Smithfield Baseball Stadium – Community Park**

**Town of Smithfield
Smithfield Baseball Stadium**

Be it ordained by the Town of Smithfield Town Council that, pursuant to Section 13.2 of Chapter 159 of the General Statutes of North Carolina, the following General Fund Capital Project Ordinance amendment is hereby adopted:

- Section 1.

The project authorized is for the Smithfield Baseball Stadium located at the Smithfield Community Park.
- Section 2.

The officers of this unit are hereby directed to proceed with the project within the rules and regulations established by the NCGS and the budget contained herein.
- Section 3.

The following revenues are anticipated to be available to complete this project:

Smithfield Baseball Stadium Funds	\$3,500,000.00
JoCo Baseball Stadium Funds	\$2,000,000.00
JCVB Baseball Stadium Funds	\$500,000.00
Total:	\$6,000,000.00

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

Baseball Stadium Expense	\$6,000,000.00
Total:	\$6,000,000.00

Section 5. The Finance Director is hereby directed to maintain within the Project Fund sufficient detailed accounting records to provide the accounting to the grantor agency required by Federal and State regulations.

Section 6. The Finance Director is directed to directed to report quarterly on the financial status of each project element in Section 4 and on the total grant revenues received or claimed.

Section 7. The Finance Director is directed to include detailed analysis of past and future costs and revenues on this grant project in every budget submission made to the Town Council.

Section 8. Copies of this Project Ordinance shall be made available to the Finance Director for direction in carrying out this project.

Adopted this 2nd day of June, 2026.

12. **Consideration and request for approval of contract award to Siemens as the lowest responsible responsive bidder for the installation of 115kV Breakers at Electric Delivery Point No. 1 for the amount of \$263,466:** Council is respectfully requested to review, and authorize approval for the Interim Town Manager to execute the proposed agreement.

13. **Consideration and request for approval of amendment contract for CSG Systems, Inc. to continue to provide billing support and mailing services for the Town’s utility bills**

14. **Consideration and request for approval of the re-appointment of Rick Childrey to the Library Board of Trustees:** The Town Clerk’s Office has received an application of interest from Rick Childrey seeking re-appointment to the Library Board of Trustees.

15. **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>Position</u>	<u>Department</u>	<u>Budget Line</u>	<u>Annual Salary</u>
Master Police Officer	Police	10-20-5100-5100-0200	\$67,486.50 yr

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>
Town Manager	General Gov.	10-10-4200-5100-0200 30-71-7220-5100-0200 31-72-7230-5100-0200
Assistant Finance Director	Finance	10-10-4200-5100-0200 30-71-7220-5100-0200 31-72-7230-5100-0200
Firefighter (1 position)	Fire	10-20-5300-5100-0200
Sanitation Equipment Operator (2 positions)	PW – Sanitation	10-40-5800-5100-0200
Aquatic Center Supervisor	SRAC	10-60-6220-5100-0200
Water/ Sewer Crew Leader (2 positions)	PU – W/S	30-71-7220-5100-0200
Pump Station Mechanic	PU – W/S	30-71-7220-5100-0200

BUSINESS ITEMS:**1. Consideration and request for approval for Greenway Bridge Repairs:**

The Parks and Recreation Department is respectfully requesting approval to enter into an agreement with Jose Munoz Solis for the amount of \$44,500 (\$30,000 from grant funding) for the Greenway Boardwalk Repairs Project.

Parks and Recreation Director, Gary Johnson presented a request for approval to enter into an agreement with Manuel Solis (Jose Munoz Solis) for the Buffalo Creek Bridges and Boardwalk Repairs Project in the amount of \$44,500. The project is funded in part by a \$30,000 Open Space grant received from Johnston County in December 2025, with the remaining \$14,500 drawn from available savings within the current year's capital budget—specifically from cost savings realized on the court resurfacing project and fencing project at the Greenway.

Director Johnson confirmed that no previously committed capital projects were being cut and that all funds were within the current FY 2025-26 budget.

Councilwoman Doris Wallace made a motion, seconded by Councilman Stephen Rabil to approve the request. Unanimously approved.

2. Consideration and request for review of the Downtown Business District

Feedback Survey: The Council is being respectfully requested to review the survey and recommendations from staff feedback for benchmarks moving forward in the Town's Municipal Service District (MSD).

Interim Town Manager Pickett presented the results of a Downtown Business District feedback survey conducted in March 2026 and sent to approximately 107 downtown business and property owner email addresses, with 34 responses received (approximately 31 percent response rate). The survey covered awareness of the Downtown Smithfield Development Corporation (DSDC), perceived effectiveness of its programming, communication quality, and business priorities.

Key findings included that while 53 percent of respondents rated DSDC's overall impact as positive, 29 percent rated communication as poor. The top priorities identified by businesses were marketing downtown (71%), increased foot traffic (47%), events and festivals (47%), beautification and streetscape improvements (44%), and business recruitment (41%). Recurring themes in open-ended comments included concerns about parking and accessibility, limited foot traffic converting to return customers, vacant storefronts, inconsistent outreach, and perceptions of safety downtown.

Interim Town Manager Pickett noted several important contextual factors: that parking concerns are a shared Town and DSDC issue rather than solely a DSDC responsibility; that the DSDC's 501(c)(3) status limits it to marketing downtown as a whole rather than individual businesses; and that the DSDC's Executive Director, Heidi, is already implementing improvements including a monthly newsletter, a weekly event calendar, and an updated website allowing businesses to self-post information. Interim Town Manager Pickett praised the Executive Director's dedication and noted she is one of the reasons a new independent bookstore is coming to downtown Smithfield.

Interim Town Manager Pickett presented proposed performance benchmarks for inclusion in the upcoming MSD contract renewal, organized around six areas: perception and trust, business engagement, foot traffic and economic impact, events and programming, marketing and promotion, and business recruitment and vacancy reduction. Specific targets were proposed for one-year and three-year timeframes, including increasing positive impact ratings from a baseline of 53 percent to 65 percent at year one and 80 percent at year three, increasing communication ratings from 50 percent to 70 percent at year one and 85 percent at year three, and reducing downtown vacancy rates by 40 to 60 percent over three years.

In closing remarks, Pickett noted that the DSDC Director, Heidi Gilmond, was a very hard worker who tries her hardest to make downtown as vibrant as it can be.

Mayor Moore clarified how many surveys there were, and how they were sent out. Pickett answered roughly over 100 surveys, (30% response rate) went out via email. Moore, noting concerns regarding communication asked what the primary means of communication is by DSDC to the business owners. Pickett stated Heidi has a distribution list of downtown businesses, and correspondences are sent out everyone for communications. Mayor Moore noted how some who state they never receive communications have responded to the survey. Moore added that the communication should be the same for all--and if there is an issue with communication it needs to be addressed and fixed.

Mayor Moore offered extensive commentary on the state of downtown Smithfield, noting the shift in downtown business traffic as the Town has grown with new businesses outside of the downtown area. Moore noted that this business growth is a very fortunate thing for a town with a population of just over thirteen thousand people.

He emphasized that the courthouse has historically been both a strength and a challenge for downtown activity. He noted that county employees represent a consistent and substantial customer base for downtown restaurants and businesses. He acknowledged parking enforcement as an ongoing priority and noted marked improvement over the past two years. He reiterated that the Town's role is to create opportunity and favorable conditions for business, not to operate commercial enterprises. Mayor Moore also noted that he would like to see more police presence in the downtown area to maintain safety. Moore also referenced visits to downtown Apex and Edenton as sources of ideas for Smithfield, including a community ambassador program he observed in Edenton. He noted the survey was a good start to formulate a plan for follow through.

Mayor Pro Tem Sloan Stevens asked whether the Town has a vacant building ordinance and whether it could be strengthened, and brought back before the Council. Attorney Bob Spence, and Interim Town Manager Pickett confirmed that an ordinance exists and suggested it may benefit from review and enhancement. Stevens highlighted the role of DSDC is to help attract businesses to downtown. He also mentioned that if there were certain events that did not turn out so great, it's fine to scrap those ideas, and come up with new ones that may be more beneficial, noting he's here to help.

Pickett asked if the Council was ok with the benchmarks and goals on page 124 of the survey. Councilman Stephen Rabil asked if there would be monthly check-ins for benchmarks being met. Pickett stated this would be more like quarterly updates. She also mentioned continuing with annual surveys. The Council indicated its support for the proposed benchmarks and directed staff to incorporate them into the upcoming MSD contract.

There was some discussion regarding DSDC board members stepping in to assist the two employees of downtown development. There was also discussion regarding the vacancies and price points of buildings for sale and rent in downtown relevant to today's market.

Mayor Moore thanked DSDC director, Heidi Gilmond for everything she and staff do for Downtown.

3. Consideration and request for approval of Budget Amendments: The Council is respectfully requested to consider approval of budget amendments to appropriate and reallocate funds; ensuring proper accounting and to maintain compliance with the Town's adopted budget ordinance and financial policies.

Councilwoman Doris Wallace asked about the \$92,000 budget amendment, stating that usually when amendments are made, they are itemized for what the allocation was made for. Finance Director Tracy Stubblefield explained that the budget amendments before the Council represent year-end accounting cleanup activities—reallocating funds to the correct line items within the Town's general ledger rather than authorizing any new or additional spending. She described the miscellaneous receipts line item of \$92,000, which had drawn a question from Councilwoman Wallace, as a credit representing various receipts received during the year that lack a designated revenue code, such as animal licenses, scrap metal proceeds, dog tags, donations, and insurance recovery funds. She confirmed that the overall budget bottom line is not affected by the amendments, and that each debit entry has a corresponding credit.

Councilwoman Wallace also asked about the timing of financial reports to the Council. The Finance Director confirmed that financial reports through April had already been provided and that May financials would be presented at the July Council meeting, with the two-month lag attributable to the time required to reconcile the P-Card statements and close the month. Councilwoman Doris Wallace confirmed with Stubblefield that the Board would receive regular monthly financials after that point, with Stubblefield noting after that point it should be consistent.

Mayor Andy Moore noted that the \$92,000 item was a credit in the budget amendment, which he stated was a good thing.

Mayor Pro Tem Sloan Stevens made a motion, seconded by Councilman John Dunn to approve the budget amendments as presented. Unanimously approved.

**Town of Smithfield, North Carolina
Budget Amendment 06.02.2026
Fiscal Year 2025/2026**

Be it ordained by the Town Council of the Town of Smithfield, North Carolina that the following amendment be made to the 2025-2026 Budget Ordinance for the fiscal year ending June 30, 2026:

Section I: To amend the General Fund (Fund 10) for transfers of revenues to the appropriate expense line items. General Fund (Fund 10) accounts are to be amended as follows:

<u>Account Number</u>	<u>Debit</u>	<u>Credit</u>
10-00-3100-3100-1000 Current Year Taxes		533,500
10-00-3100-3100-1200 Downtown Tax District		3,000
10-00-3100-3100-1400 Cur Yr MVT		227,500
10-00-3100-3101-0100 PY Taxes		2,700
10-00-3100-3101-0120 PY Downtown Tax		1,800

10-00-3100-3104-0101 Penalties & Interest	5,900
10-00-3100-3104-0102 JoCo Tax Collect Fee	416,300
10-00-3110-3110-0100 Local Option Sales Tax	71,000
10-00-3900-3900-0000 Fund Balance	1,000
10-10-3400-3400-0002 Zoning Permit	12,900
10-10-3400-3400-0005 Site Plan	23,500
10-10-3400-3405-0000 Recreation Receipts	12,000
10-10-3400-3405-0001 Recreation Spec Proj	10,200
10-10-3400-3405-0002 Rec/Pepsi Spon	2,200
10-10-3400-3405-0003 Rec Contributions	2,700
10-10-3400-3407-0001 SRAC-Aquatic Fees	33,500
10-10-3400-3407-0004 SRAC-Program Fees	5,300
10-10-3800-3800-0000 Misc Receipts	92,000
10-20-3300-3380-0100 Controlled Sub Tax	1,650
10-40-3100-3104-0101 Penalties (Sanitation)	106
10-40-3300-3315-0100 Grant – Cemetery	7,800
10-40-3400-3400-0004 Stormwater Permit	3,060
10-40-3400-3403-0003 Grave Opening Fees	6,300
10-40-3400-3408-0001 Sanitation (Commercial)	1,925
10-20-3800-3800-0001 Officer Fees	3,525
10-20-3800-3800-0006 MVA Cost Recovery	6,500
10-20-3800-3800-0007 EMS-Insurance Coll	1,200
10-20-3800-3800-0012 Parking Fees	1,425
10-10-3800-3800-0003 Fixed Assets	43,000
10-10-3800-3800-0010 Other Rent Income	2
10-10-3800-3800-0011 Legal Proceeds	6
10-10-3900-3900-0770 Insurance Recovery	219,500
10-10-4100-5125-0610 Retiree Supplemental	1,000
10-10-4100-5300-1500 Service Awards/Rec	12,000
10-10-4100-5300-3305 Miscellaneous	3,400
10-10-4100-5300-4500 Service Contracts	5,000
10-10-4100-5700-7400 Capital Outlay	1,500
10-10-4110-5300-0770 Insurance & Bonds	1,500
10-10-4110-5300-4500 Election Expense	7,875
10-10-4110-5300-5701 League of Muni Dues	820
10-10-4200-5100-0250 Overtime	15
10-10-4200-5300-4501 Service Contracts	30,000
10-10-4300-5300-3403 IT Supplies – Police	1,100

10-10-4300-5300-4501 Service Contracts	30,000
10-10-4900-5300-1701 Refunds	100
10-10-4900-5300-2900 Professional Fees	155
10-10-4900-5300-3100 Vehicle Supplies	1,200
10-10-4900-5300-3305 Miscellaneous	160
10-10-4900-5300-4501 Service Contracts	5,000
10-20-5100-5100-0250 Overtime	23,000
10-20-5100-5700-7400 Capital Outlay	15,000
10-20-5300-5300-1700 Equip Maint & Repair	7,500
10-20-5300-5300-2900 Professional Fees/Dues	4,300
10-20-5300-5300-3100 Vehicle Supplies/Maint	25,000
10-30-5600-5300-4501 Service Contracts	5,000
10-30-5600-5700-7403 Capital Outlay	199,000
10-30-5650-5300-3300 Supplies/Operations	3,000
10-30-5650-5300-3600 Uniforms	1,000
10-30-5650-5700-7400 Capital Outlay	3,000
10-40-5800-5100-0250 Overtime	5,000
10-40-5800-5125-0610 Retiree Supplemental	100
10-40-5800-5300-1000 Debt Collection	2
10-40-5800-5300-3100 Vehicle Supplies/Maint	30,000
10-40-5800-5700-7400 Capital Outlay	1,000
10-40-5900-5100-0250 Overtime	2,000
10-40-5900-5300-4501 Contract Serv	6,300
10-60-5500-5100-0250 Overtime	500
10-60-5500-5300-3300 Supplies/Operations	1,000
10-60-5500-5700-7400 Capital Outlay	90,000
10-60-6200-5100-0210 Part-Time	300
10-60-6200-5300-0780 Umpires/Referees	5,000
10-60-6200-5300-1701 Refunds	220
10-60-6200-5300-1702 Reimbursement	20
10-60-6200-5300-2900 Professional Fees	800
10-60-6200-5300-3450 Rec Special Proj	5,000
10-60-6200-5700-7400 Capital Outlay	330,000
10-60-6220-5300-1700 Equip Maint & Repair	5,100
10-60-6220-5300-1701 Refund	1,100
10-60-6220-5700-7400 Capital Outlay	45,500
10-60-6240-5300-4501 Service Contracts	60
10-61-4110-5300-5717 Web Design/Maint	2,200

Section II: To amend the General Fund (Fund 10) for transfers of revenues to the appropriate expense line items for the purposes of Information Technology. General Fund (Fund 10) accounts are to be amended as follows:

<u>Account Number</u>	<u>Debit</u>	<u>Credit</u>
10-20-5100-5300-1700 Equip/Maint.	4,000	
10-10-4300-5300-4501 IT Service Cont.		4,000

Section III: To amend the Water Sewer Fund (Fund 30) for transfers of revenues to the appropriate expense line items for the purposes of Information Technology. Water Sewer Fund (Fund 30) accounts are to be amended as follows:

<u>Account Number</u>	<u>Debit</u>	<u>Credit</u>
30-71-3500-3772-0000 Sludge Processing		12,125
30-71-3800-3800-0003 Fixed Assets Disposal		220
30-71-3850-3850-0000 Interest on Investments		35,000
30-71-3990-3990-0770 Insurance Recovery		9,680
30-71-7200-5100-0250 Overtimes	14,000	
30-71-7200-5125-0610 Retiree Suppl.		800
30-71-7200-5300-1000 Debt Collection		1
30-71-7200-5300-1701 Building Maint & Improv		2,000
30-71-7200-5300-3600 Uniforms		225
30-71-7220-5100-0250 Overtimes		30,000
30-71-7220-5125-0610 Retiree Supplemental		800
30-71-7220-5300-0770 Prop Liab/WK		9,950
30-71-7220-5300-1000 Debt Collection Fee		2
30-71-7220-5300-1300 Utilities		14,000
30-71-7220-5300-3300 Supplies/Operations		41,000
30-71-7220-5300-4501 Service Contracts		18,000
30-71-7220-5300-5710 EDC		73,754
30-71-7240-5400-9506 Multiple W/S Proj		1

Section IV: To amend the Electric Fund (Fund 31) for transfers of revenues to the appropriate expense line items. Electric Fund (Fund 31) accounts are to be amended as follows:

<u>Account Number</u>	<u>Debit</u>	<u>Credit</u>
31-72-3550-3520-0002 Online Fees		20,500
31-72-3550-3560-0000 Penalties		12,000
31-72-3800-3800-0003 Fixed Assets		550
31-72-3900-3900-0770 Insur. Recovery		6,720
31-72-7230-5300-0770 Prop Liab/WC	600	
31-72-7230-5300-1000 Debt Coll Fee	20	
31-72-7230-5300-1100 Telephone	500	
31-72-7230-5300-1121 Postage	11,800	
31-72-7230-5300-1201 Legal Fees	275	
31-72-7230-5300-1700 Equip. Maint & Rp		20,000
31-72-7230-5300-2900 Prof Fees/Dues	25,500	

31-72-7230-5300-3100 Vehicle Supplies	3,500	
31-72-7230-5300-3300 Supplies/Operations		14,725
31-72-7230-5300-4401 Debit-Credit Cd Fee	2,300	
31-72-7230-5300-4501 Serv Contracts	12,500	
31-72-7230-5300-4502 CS/Tyler	17,500	

Section V: To amend the Capital Projects General Fund (Fund 46) for transfers of revenues to the appropriate expense line items. Capital Projects General Fund (Fund 46) accounts are to be amended as follows:

<u>Account Number</u>	<u>Debit</u>	<u>Credit</u>
46-30-3560-3560-5605 Loan Proceeds Knuckleboom Truck	420,000	
46-75-3870-3870-0300 Trans GF	250,000	
46-40-5800-5700-7405 Knuckleboom Truck		220,000
46-40-5800-5700-7403 Streetsweeper		200,000
46-10-4110-5700-7301 Architect Plan For Town Hall		250,000

Section VI: Copies of this Budget Amendment 06.02.2026 shall be furnished to the Town Clerk, Budget Officer and the Finance Officer, and shall be available for public inspection and audit.

Adopted this 2nd day of June 2026.

COUNCILMEMBER COMMENTS:

Councilwoman Wallace suggested reviving a Town information guide or resource booklet for residents, noting that she has encountered numerous community members who are unaware of where to direct questions about Town services.

Mayor Andy Moore commented positively on the recent Farmers Market held at the new downtown location, noting that it appeared to work well. He suggested staff consider placing directional signs and balloons at the Municipal Building parking lot to help direct attendees, particularly those unfamiliar with the new location.

Councilwoman Wallace thanked volunteers who have been active at the community garden and acknowledged a resident who donated flowers to the garden effort.

TOWN MANAGER’S REPORT:

Interim Town Manager Pickett offered the following announcements:

- National Garbage Man Day is June 17th.
- Freeman Schoolhouse Ribbon Cutting is scheduled for June 19th at 11:00 AM.
- Juneteenth Parade is June 20th.

Interim Town Manager Pickett concluded by reading a letter of commendation received from Detective Chris Wilson of the Coffey County Sheriff’s Office, recognizing Captain D.A. Tindle, Corporal Reynolds, and the Smithfield Police Department for their cooperation in apprehending a wanted individual from Pennsylvania. The Department’s license plate reader (Flock) cameras identified the subject’s vehicle crossing into North Carolina, leading to the arrest. Mayor Moore and the Council commended the Police Department for the successful inter-agency operation.

Adjourn:

Councilwoman Doris Wallace made a motion, seconded by Mayor Pro Tem Sloan Stevens to adjourn the meeting at approximately 8:22 p.m. Unanimously approved.


M. Andy Moore, Mayor

ATTEST:


Elaine Andrews, Town Clerk

