



Town Council

Agenda

Packet

Mayor

M. Andy Moore

Mayor Pro-Tem

Sloan Stevens

Council Members

Dr. Gettys Cohen, Jr.

Travis Scott

Doris Wallace

John A. Dunn

Stephen Rabil

Roger Wood

Town Attorney

Robert Spence, Jr.

Interim Town Manager

Kimberly Pickett

Finance Director

Tracy Stubblefield

Town Clerk

Elaine Andrews

Meeting Date: Tuesday, August 18, 2026

Meeting Time: 7:00 p.m.

Meeting Place: Town Hall Council Chambers

350 East Market Street

Smithfield, NC 27577



**TOWN OF SMITHFIELD
TOWN COUNCIL AGENDA
REGULAR MEETING AUGUST 18, 2026
7:00 PM**

Call to Order

Invocation

Pledge of Allegiance

Approval of Agenda

Page

Presentations:

1. Legislative Update – KJ Stancil, Consultant

(Interim Town Manager – Kimberly Pickett)

2. Tobs Update – Budget and Zoning

(Parks and Recreation Director – Gary Johnson) Information will be provided at the meeting

Public Hearings: None

Citizens Comments

Consent Agenda Items:

1. Approval of Minutes:

a. July 7, 2026 – Regular Session

b. July 21, 2026 – Regular Session

c. July 21, 2026 – Closed Session (Under separate cover)

(Town Clerk – Elaine Andrews) See attached information.....1

2. Special Event: Oktoberfest – The Downtown Smithfield Development Corporation (DSDC) is requesting to hold an event on Saturday, October 10, 2026, from 12:00 pm until 4:00 pm. The request includes amplified sound, alcohol vendors and the closure of the 100 block of South Third Street

(Planning Director – Brent Reck) See attached information.....33

3. Consideration and request for approval to promote three employees to the rank of Battalion Chiefs (Fire Chief – Jeremy Daughtry) <u>See</u> attached information.....	37
4. Consideration and request for approval to promote six employees to Fire Captains (Fire Chief – Jeremy Daughtry) <u>See</u> attached information.....	39
5. Consideration and request for approval to promote two Electric Line Technicians to Advanced Lineman (Public Utilities Director – Ted Credle) <u>See</u> attached information.....	41
6. Consideration and request for approval to adopt Resolution No. 816 (22-2026) instructing the Town Clerk to certify the sufficiency of annexation petition ANX-26-01 (Town Clerk – Elaine Andrews) <u>See</u> attached information.....	47
7. Consideration and request for approval to adopt Resolution No. 817 (23-2026) approving the extended excused leave for Councilman Roger Wood (Interim Town Manager – Kimberly Pickett) <u>See</u> attached information.....	61
8. Consideration and request for approval to adopt Resolution No. 818 (24-2026) accepting the completed work associated with the Asset Inventory and Assessment (AIA) Grant and subsequent closing out of the grant (Public Utilities Director – Ted Credle) <u>See</u> attached information.....	65
9. Consideration and request for approval to adopt Resolution No. 819 (25-2025) requesting membership in the PEG Media Partners for the Town’s Public, Educational and Governmental (PEG) access channel (Interim Town Manager – Kimberly Pickett) <u>See</u> attached information.....	81
10.Consideration and request for approval to purchase Cellebright Digital Intelligence Equipment & training for two officers in the amount of \$25,690.00 for the Police Department (Chief of Police – Peter Hedrick) <u>See</u> attached information.....	87
11.Consideration and request for approval to amend a contract with the Wooten Company for construction phase services for improvements to the gravity sewer under I-95 in the amount of \$121,800.00 (Public Utilities Director – Ted Credle) <u>See</u> attached information.....	91
12.Board Appointment Considerations a. Amy Plant-Purdue has submitted an application for consideration to serve a first term on the Appearance Commission. b. Kellie Youngblood has submitted an application for consideration to serve a first term on the Planning Board as an ETJ member (Town Clerk – Elaine Andrews) <u>See</u> attached information.....	97

13.New Hire Report

(HR Director – Shannan Parrish) See attached information.....105

Business Items:

- 1. Consideration and request for approval to pay 1/3 of the cost of resurfacing the Third Street Parking lot owned by First Baptist Church**
(Interim Town Manager – Kimberly Pickett) See attached information.....107
- 2. Consideration and request for approval to award the bid to Power Grid Services and authorize the execution of contract documents in the amount of \$795,249.52 for the Kellie Drive electric circuit extension**
(Public Utilities Director – Ted Credle) See attached information.....113

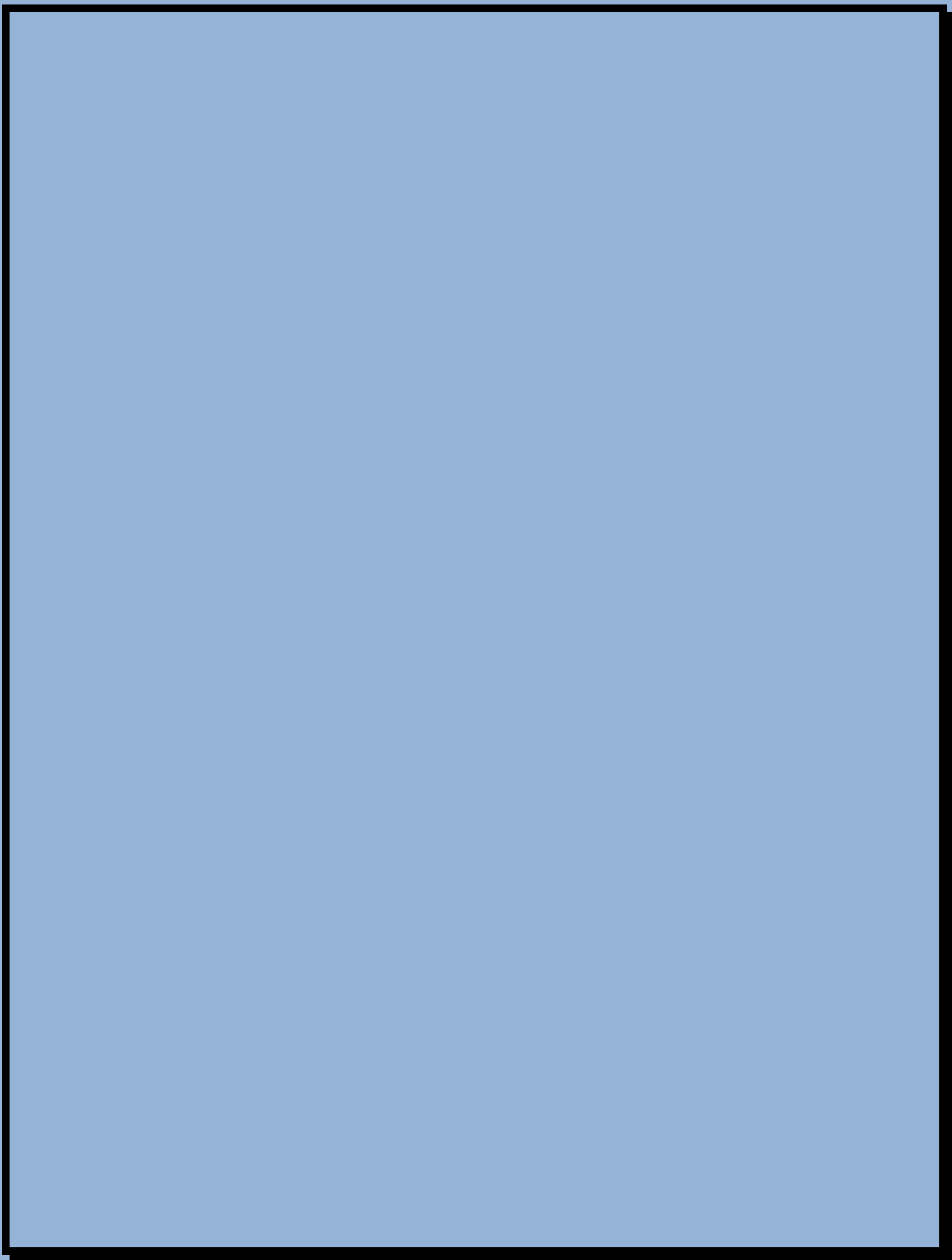
Councilmember’s Comments

Town Manager’s Report

- Department Reports (See attached information).....119
- Manager’s Report (Will be provided at the Meeting)

Adjourn

Consent Agenda Items



The Smithfield Town Council met on Tuesday, July 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
Stephen Rabil, At-Large
John Dunn, At-Large
Doris L. Wallace, District 4

Council Members Absent:

Roger Wood, At-Large
Travis Scott, District 3

Administrative Staff Present

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

Also Present:

Robert Spence, Jr., Town Attorney

Administrative Staff Absent:

Kimberly Pickett, Interim Town Mgr.

CALL TO ORDER:

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

INVOCATION:

The invocation was given by Councilman John Dunn, followed by the Pledge of Allegiance.

APPROVAL OF AGENDA:

Mayor Pro Tem Sloan Stevens made a motion, seconded by Councilwoman Doris Wallace to approve the agenda, amended as follows. Unanimously approved.

Add to the Agenda Presentations:

Copy of the Proclamation for Designating July as Parks and Recreation Month

Add to the Consent Agenda:

Item No. 14: Consideration and request for approval to allow employees to donate accumulated sick time to an employee in the Public Works Department.

PRESENTATIONS:

1. Proclamation – Independent Retailer Month

Mayor M. Andy Moore read a proclamation designating

**PROCLAMATION RECOGNIZING JULY 2026 AS
INDEPENDENT RETAILER MONTH
IN THE TOWN OF SMITHFIELD, NC**

Whereas, Independent Retailer Month provides a time to celebrate the independence of the citizens of our great country and the entrepreneurial spirit represented by our local independent retailers; and

Whereas, the individual decisions we make today shape the future of our communities; and

Whereas, local independent retailers help preserve the uniqueness of the communities we call "home" and give us a sense of place; and

Whereas, independently-owned retailers give back to our communities in goods, services, time and talent; and

Whereas, the health of our economy and that of each community depends on our support of businesses owned by our friends and neighbors; and

Whereas, independent retailer owners and employees enrich our purchasing experiences with their knowledge & passion

Whereas, as we celebrate Independent Retailer Month, we acknowledge that the well-being of all of our communities lies within each of us.

NOW, THEREFORE I, M. Andy Moore, Mayor of the Town of Smithfield, along with members of the Town Council, do hereby proclaim the month of **July** as **Independent Retailer Month** and salute our citizens and local independent retailers who are integral to the unique flavor of our country and honor their efforts to make our communities the places we want to live and work.

2. Proclamation – Parks and Recreation Month

PROCLAMATION Designating July as Parks and Recreation Month In the Town of Smithfield, NC

WHEREAS, parks and recreation is an integral part of communities throughout this country, including in the Town of Smithfield; and

WHEREAS, parks and recreation promotes health and wellness, improving the physical and mental health of people who live near parks; and

WHEREAS, parks and recreation promotes time spent in nature, which positively impacts mental health by increasing cognitive performance and well-being, and alleviating illnesses such as depression, attention deficit disorders, and Alzheimer's; and

WHEREAS, parks and recreation encourages physical activities by providing space for popular sports, hiking trails, swimming pools and many other activities designed to promote active lifestyles; and

WHEREAS, parks and recreation programming and education activities, such as out-of-school time programming, youth sports and environmental education, are critical to childhood development; and

WHEREAS, parks and recreation increases a community's economic prosperity through increased property values, expansion of the local tax base, increased tourism, the attraction and retention of businesses, and crime reduction; and

WHEREAS, parks and recreation is fundamental to the environmental well-being of our community; and

WHEREAS, our parks and natural recreation areas ensure the ecological beauty of our community and provide a place for children and adults to connect with nature and recreate outdoors; and

WHEREAS, the U.S. House of Representatives has designated July as Parks and Recreation Month;
and

WHEREAS, The Town of Smithfield recognizes the benefits derived from parks and recreation resources;

NOW THEREFORE, I, M. Andy Moore, Mayor of the Town of Smithfield, along with the members of the Town Council, do hereby proclaim **July** as **Parks and Recreation Month** in the Town of Smithfield; and call upon all citizens to join in recognizing the dedication of our parks and recreation professionals and volunteers whose efforts enrich our community, inspire active lifestyles, strengthen family and social bonds, and contribute to the well-being and prosperity of our town.

PUBLIC HEARINGS: None

CITIZENS' COMMENTS:

- No citizens came forward to speak during this meeting.

CONSENT AGENDA ITEMS:

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

- 1. Approval of Minutes**
 - a. May 7, 2026 – Recessed Budget Session
 - b. May 13, 2026 – Recessed Budget Session
- 2. Consideration and request for approval of Career Ladder Promotion of one employee of the Fire Department from Firefighter I to Firefighter II.**
- 3. Consideration for approval of Capital Project Ordinance Amendment for PFAS Mitigation Project:** A budget ordinance amendment is respectfully requested to account for additional funds received for the Town's PFAS Mitigation Program.

Town of Smithfield
PFAS Mitigation
CP-01-2026 - Amendment 1

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	\$260,000.00
PFAS Interest	10,000.00
Total:	\$270,000.00

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

PFAS Expense	\$270,000.00
Total:	\$270,000.00

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 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 7th day of July, 2026.

- 4. Consideration and request for approval to enter into a contract with Thompson, Price, Scott, Adams & Co., P.A. (TPSA) for the budgeted cost of \$36,750.00 to audit the Town's financial statements in accordance with NC G.S. 159-34.**
- 5. Consideration and request for approval to amend existing contract with Tyler Technologies software to add Time and Attendance for a total upfront budgeted cost of \$49,686, and \$22,830 annually.**
- 6. Consideration and request for approval to amend existing contract with Tyler Technologies software to add AP Automation for the total upfront cost of \$11,752.**
- 7. Consideration and request for approval to enter into an agreement with BoardBook Premier agenda software for the upfront budgeted cost of \$4,750. Subsequent contract renewals will be \$4,000 annually.**
- 8. Consideration and request for approval to enter into an agreement with IworQ Software for fee and permit management:** Staff respectfully requests approval to enter into contract with IworQ Software. The upfront cost for installation and setup for the Fire Department is \$12,500, with an annual cost of \$7,500 per year. The upfront cost for installation and setup for the Planning Department is \$20,000, with an annual cost of \$12,000 per year.
- 9. Consideration and request for approval of Samsara vehicle GPS tracking services and cameras for the budgeted cost of \$14,976 (year one cost), and \$43,274.58 total contract cost.**
- 10. Consideration and request for approval of award of contract for GE Waukesha, the**

lowest responsible responsive bidder to provide 115kV Breakers at electric delivery point 1 (Hospital Road) for the amount of \$5,280,098. Further to authorize Town staff to pursue a loan for \$7,000,000 to provide funds for the total project.

- 11. Consideration and request for approval for the Police Department to purchase three used vehicles for fleet:** The Police Chief requests Council approval to purchase three used police vehicles for the amount budgeted to purchase two new vehicles. The total purchase cost, including vehicle upfitting, will not exceed the budgeted amount of \$140,000.
- 12. Consideration and request for approval to appoint Lee Smith to the DSDC Board of Directions by Council's adoption of Resolution 807.**

**TOWN OF SMITHFIELD
RESOLUTION NO. 807 (14-2026)
Supporting an Appointment to the Downtown Smithfield
Development Corporation's Board of Directors**

WHEREAS, The Smithfield Town Council has received a request from the Downtown Smithfield Development Corporation's Board of Directors to appoint two members to its Board; and

WHEREAS, pursuant to Article IX of the Downtown Smithfield Development Corporation's By-Laws, the Town Council must approve any appointments/ reappointments to the Board of Directors by Resolution; and

WHEREAS, the Downtown Smithfield Development Corporation Board of Directors has recommended the new appointment of Lee Smith; and

WHEREAS, the Town Council is asked to consider these appointments and make a determination.

NOW THEREFORE, BE IT RESOLVED, the Town Council does hereby approve the appointment of Lee Smith to the Downtown Smithfield Development Corporation's Board of Directors.

Adopted this the 7th day of July, 2026

13. New Hire Report

Filled Positions

The Town Council is informed that the following positions have been successfully filled in accordance with the Adopted FY 2026–2027 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>
Aquatic Center Supervisor	SRAC	10-60-6220-5100-0200	\$75,268.28
*Pump Station Mechanic	PU – W/S	30-71-7220-5100-0200	\$48,152.00

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>
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
Police Officer (3 positions)	Police	10-20-5100-5100-0200
Firefighter (4 positions)	Fire	10-20-5300-5100-0200
Facility Maintenance Specialist	PW – Appearance	10-60-5500-5100-0200
Sanitation Equipment Operator (2 positions)	PW – Sanitation	10-40-5800-5100-0200
Facility Maintenance Specialist	Parks and Rec	10-60-6200-5100-0200
Water/ Sewer Crew Leader (2 positions)	PU – W/S	30-71-7220-5100-0200
Utility Line Mechanic (2 positions)	PU – W/S	30-71-7220-5100-0200

*Denotes promotion of a current employee approved by Council on June 2, 2026

Added:

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

BUSINESS ITEMS: None

COUNCILMEMBER COMMENTS:

- Councilwoman Doris Wallace commented that BNBs (short-term rentals) in the Greytown area of her district appear to be increasing and “popping up” more frequently, noting that the same owner has purchased two additional properties in Greytown and is likely to develop two more BNBs there in the future; she added that while there may be little the council can currently do to stop this trend, she is concerned about the continued expansion of short-term rentals in that part of her district.
- Councilman John Dunn reported that Councilman Roger Wood is recovering remarkably well following recent surgery.
- Mayor Andy Moore echoed Dunn’s comments, further noting that a follow-up appointment at Duke showed good test results. The Mayor also he thanked staff from Downtown Development and all town departments for their work on the Fourth of July celebration, praising the fireworks display, public safety efforts, parks and recreation support, vendor participation, and sanitation crew for prompt cleanup, and stating the event was well attended, ran smoothly, and received many positive comments from the community.
- Councilwoman Wallace thanked Town staff and patrons for their participation in the Juneteenth parade.

TOWN MANAGER’S REPORT:

- None.

ADJOURN:

Councilwoman Doris Wallace made a motion, seconded by Councilman John Dunn to adjourn the meeting at approximately 7:12 p.m. Unanimously approved.

M. Andy Moore, Mayor

ATTEST:

Elaine Andrews, Town Clerk

The Smithfield Town Council met on Tuesday, July 21, 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
Stephen Rabil, At-Large
John Dunn, At-Large
Doris L. Wallace, District 4
Travis Scott, District 3

Council Members Absent:

Roger Wood, At-Large

Administrative Staff Present

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

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 Gettys Cohen, Jr., followed by the Pledge of Allegiance.

Mayor Andy Moore stated that Councilman Roger Wood has been out for an extended time recovering from an illness. He asked the Council if they would make a motion to excuse him.

Councilman Gettys Cohen, Jr. made a motion, seconded by Councilman John Dunn to excuse Councilman Roger Wood's absence from tonight's meeting. Unanimously approved.

APPROVAL OF AGENDA:

Councilwoman Doris Wallace made a motion, seconded by Councilman John Dunn to approve the agenda, amended as follows. Unanimously approved.

Remove from Consent Agenda Item number 18, to be discussed at the August 18, 2026 Town Council Meeting:

18. Consideration and request for approval of a contract with Cellbrite in the amount of \$25,690 for digital intelligence equipment for the Police Department.

PRESENTATIONS:

1. Proclamation – National Night Out

Mayor M. Andy Moore read a proclamation, and presented it to Chief Pete Hedrick during the Council meeting.

**TOWN OF SMITHFIELD PROCLAMATION
PROCLAIMING AUGUST 4, 2026, AS
NATIONAL NIGHT OUT
IN THE TOWN OF SMITHFIELD, NORTH CAROLINA**

WHEREAS, the Town of Smithfield has joined the National Association of Town Watch (NATW) in support of its Annual National Night Out community-building campaign to be held on **Tuesday, August 4, 2026**; and

WHEREAS, since 1984, the National Night Out campaign has provided a unique opportunity for neighbors in Smithfield to join communities across the nation in promoting cooperative police-community crime prevention efforts and strengthening neighborhood relationships; and

WHEREAS, National Night Out encourages partnerships between law enforcement and the community, fostering camaraderie and cooperation to make our neighborhoods safer, stronger, and more caring places to live, work, and raise families; and

WHEREAS, the Smithfield Police Department welcomes the opportunity to bring law enforcement officers and neighbors together in a positive environment while increasing public awareness of crime prevention, drug prevention, and community safety initiatives; and

WHEREAS, the Smithfield Police Department demonstrates its commitment to public safety through valuable community partnership programs, including Tip411, a crime prevention and anonymous reporting application; providing law enforcement presence and assistance at community events upon request; child passenger safety seat initiatives; School Resource Officers serving our schools; and numerous other community engagement efforts; and

WHEREAS, the Town of Smithfield greatly values its Police Department and recognizes the dedication, professionalism, and tireless service its officers and staff provide in protecting the lives, property, and well-being of the citizens of Smithfield every day;

NOW, THEREFORE, I, M. Andy Moore, Mayor of the Town of Smithfield, North Carolina, along with members of the Town Council do hereby proclaim **August 4, 2026**, as

"NATIONAL NIGHT OUT"

in the Town of Smithfield and encourage all residents to participate in National Night Out activities, support crime prevention programs, strengthen relationships with their neighbors and local law enforcement, and work together to build a safer, stronger, and more connected community.

IN WITNESS WHEREOF, I have hereunto set my hand and caused the Seal of the Town of Smithfield, North Carolina, to be affixed this **21st day of July, 2026**.

2. DSDC Update

DSDC Director Heidi Gilmond addressed the Town Council to present an update. She outlined a Power Point presentation of items to the Council. Gilmond reported that DSDC partnered with the Smithfield Performing Arts Center to develop a downtown entertainment venue and adopted policies and procedures to ensure best-practice operations. She highlighted expanded partnerships with local governments, tourism and Main Street programs, cultural organizations, businesses, volunteers, and sponsors, and described DSDC's advocacy role on the NCDOT downtown task force, noting they unsuccessfully fought to keep Market Street parking but will continue working toward positive changes. She said DSDC regularly coordinates with the town and planning department on safety, vagrancy, development, maintenance, and beautification so downtown businesses stay involved in key decisions. Looking to FY 2027, she said the priority is an everyday-vibrant downtown, with the Performing Arts Center as a top focus through support for its capital campaign and new monthly programming starting with the Ava Gardner Film Festival. She

also outlined a new downtown master plan team beginning in August to address street changes through storefront activation grants, streetscape improvements, signage and wayfinding, and better public parking, and announced a Downtown Business Alliance, starting with an August 13 meeting, to increase collaboration, coordinated marketing, joint events, and foot traffic.

Gilmond's Power Point presentation for this meeting is incorporated in the official records in the office of the Town Clerk.

Councilwoman Doris Wallace asked how much grant funding was proposed. Gilmond stated it would be up to \$5,000, and based on what stores spent. Councilwoman Wallace, referencing a streetscaped photo in the presentation stated she was looking forward to downtown coming to this.

Councilman Travis Scott asked if any of the public transparency concerns have been addressed in the revised contract, and whether the DSDC would honor a public records request if received—given they benefit from public funds. Gilmond explained that as a nonprofit DSDC must be careful about legal requirements, with any questionable issues reviewed by an attorney, but emphasized they operate as an “open door” organization with no secret activities: their information is open to the public, all board meetings are public, they welcome anyone interested to attend, they plan to begin holding one evening board meeting each quarter to increase accessibility, and they are willing to answer any appropriate questions.

PUBLIC HEARINGS:

- 1. Rezoning Request – RZ-26-03:** Maria Dawod is requesting a general rezoning of a ±0.5-acre tract from the existing B-3 zoning district to the R-6 zoning district. This property is located at 14 Peedin Rd, Smithfield, NC 27577, further identified by Johnston County Tax ID 15007027

Councilman John Dunn made a motion, seconded by Councilwoman Doris Wallace to open the public hearing. Unanimously approved.

Planning Director Brent Reck addressed the Council and presented rezoning case RZ-26-03 to change a ±0.497-acre vacant lot at 14 Peedin Road from B3 (commercial) to R6 (residential) so the owner can build a single-family home. He showed the site just behind the Speedway at North Brightleaf Boulevard/Peedin Road, noted it is flat, cleared, not in a flood zone, and was originally part of the 1950 Edgerton Park subdivision where two homes once stood before being demolished in the 2000s. He explained that R6 was requested (rather than R10) to match the surrounding R6 zoning on Peedin Road and avoid “spot zoning,” while the comprehensive plan currently guides the area for commercial but would be amended automatically if the rezoning is approved, making it consistent. He outlined that any development must meet R6 standards (setbacks, sidewalks along Peedin per the pedestrian plan, and UDO requirements), and that with proper buffering from adjacent commercial uses the home would be compatible. Reck reported that the Planning Board voted to recommend approval of RZ-26-03, and staff also recommended approval, with the standard consistency statement that the amendment is reasonable and in the public interest.

Councilman John Dunn asked why the request was for an R-6 zoning, and not for R-10 which is more specific to single family homes. Reck replied that it was due to the size of the lot being 6,000 square feet. Councilman Dunn noted that in the future if an applicant wanted to erect town houses on the lot, it could be done so with an R-6 zoning, but not R-10. Reck concurred, but noted R-6 is consistent with the current zoning.

Mayor Andy Moore stated he thought it was the consensus of the Council that they would be going away from R-6 zoning all together. Councilman Travis Scott stated he remember that being discussed, and added that a lot of R-6 zoning requests were brought to the Council as Conditional Zoning with big projects—not an infill. Reck stated this may have been before his time, and he was not familiar with that decision. He reiterated that this was a request for the rezoning of one parcel.

Councilman Travis Scott expressed concern for rezoning a parcel from commercial to residential with regards to consistency and buffering and access for its future residents. Reck stated the applicant was

aware of the neighboring gas station and were prepared to buffer themselves. Councilman Scott stated if the site was ultimately a townhome development, the existing narrowness of the side street access would not be in the best interest of the public. Scott further asked whether a condition could be added that the site only be developed into a single-family home—but questioned whether that was legal. Reck stated it was absolutely legal, and referenced the applicants existing plans for the single-family home. Interim Town Manager Kim Pickett interjected, stating that the petition was not for a conditional rezoning, but for a straight rezoning, so conditions *could not* be introduced. She also stated with reference to the R-6 versus R-10 zoning the prior Planning Director did not make staff aware of the non-preference of R-6. Further staff chose R-6 over R-10 to illuminate the appearance of spot zoning or “patchwork zoning.” All other residential zoning near the area is R-6.

Councilman Scott asked if there was existing DOT access to the site, and of the prior two structures that were there, are the former driveways still permitted. Reck stated the applicant would have to reapply for an NCDOT driveway permit for access onto the property, and that access should model the driveways to homes that already exist along Peedin Road.

Councilman Gettys Cohen, Jr. asked for a book of codes to help him follow along with zoning requirements. Pickett stated she would ask staff to provide one.

Mayor Moore asked if anyone in the audience wished to speak on the issue.

Maria Dawood a current resident of Clayton, NC and the applicant for the rezoning addressed the council. When asked by the Mayor, Dawod stated she owned the property. She stated her intent was to build the single-family residence at the location, and eventually relocate her family to Smithfield, which she states has more things to do for her kids than Clayton.

When asked about the size of the proposed home by Councilman Gettys Cohen, Jr., Dawod noted she was not sure and deferred the question to her husband, whom she stated was a civil engineer. Planning Director Brent Reck answered about 3,000 to 3,500 square feet.

Councilman John Dunn stated he was glad to see that the applicant wanted to build here and move her family to Smithfield from Clayton for better amenities. He stated his concern was that the applicant has requested to have the property rezoned to an R-6, rather than doing an R-6 conditional zoning or R-10 application. Dunn expressed that his concern was for what could possibly happen on the property if zoned R-6. Dunn discussed the possible delay in the process, should the applicant decide to come back with a proposal under the R-6 conditional, or R-10 zoning options. Reck stated roughly sixty days to go back through the entire process from the new application, to Planning Board and to the Council.

Mayor Pro Tem Sloan Stevens stated the Board would like to see more elimination of what ifs, and that the Council has seen bait and switch occur far too many times when rezonings occur. Stevens stated a conditional zoning application would bring more comfort.

The Board discussed with staff the differences in R-6 and R-10 zoning, with Attorney Bob Spence pointing out that with rezonings, we are not supposed to know what is being proposed on the property, but rather whether the proposed zoning is part of a rational pattern of zoning in the area.

Councilman Travis Scott asked if the setbacks are being considered for this development. He stated that the proposed 25-foot front setback on Peedin Road may be inadequate if the road is later widened as a major connector, which could effectively reduce the setback and bring a future residence closer to the street. He noted Peedin Road functions as a commercial corridor with businesses on three sides of the parcel, referenced prior UDO changes involving B3 and residential adjacency, and suggested these issues—including potential NCDOT or town widening and the inability to use conditional zoning in this case—are important considerations the board must weigh, even as he supports infill housing generally.

Mayor Moore asked the applicant how long they owned the property, and whether it was zoned B-3 when purchased. The applicant stated they purchased the property in April, and it was zoned commercial.

Councilman Travis Scott asked the town attorney what options the board had if it wanted to adjust setbacks or limit the property to single-family use beyond what R6 normally allows. Attorney Bob Spence explained

the board could only approve or deny the straight R6 district rezoning as presented, and could not add conditions such as special setbacks or use limits under general (district) zoning. He said if denied, the applicant could later return with a conditional zoning request that would allow negotiated conditions (e.g., buffers, use limits), but that process would still require going back through the Planning Board and Town Council with full public hearings, so withdrawing and resubmitting now would not shorten the timeline or bypass required procedures.

Councilman Travis Scott asked how sidewalks would be required on Peedin Road, and Reck explained that under the town's pedestrian plan the project would typically require a 5-foot grass strip and 5-foot sidewalk, likely installed by the property owner, though staff could later adjust whether sidewalks are required on one or both sides and how crossings and ADA ramps are configured at the corner. Town Attorney Bob Spence cautioned that such project-specific conditions should not be negotiated "across the table" under general R6 zoning and instead should be addressed by amending the zoning code. Councilman Gettys Cohen then expressed concern that rezoning to R6 would allow the owner or any future owner to change plans and potentially develop multifamily housing, and Mayor Moore clarified that zoning "runs with the land," meaning any R6 entitlements would apply regardless of who owns the property.

The Board discussed the location of the setbacks and zoning of the surrounding property. Mayor Andy Moore pointed out that there is more B-3 zoning adjacent to and connected to the property. Mayor Moore stated Peedin Road is a major thoroughfare for businesses and commercial development in town, and is in close proximity to Bright Leaf Blvd. Moore stated it was his thought process to maintain and protect business property zoning.

Councilman Joh Dunn made a motion, seconded by Councilman Gettys Cohen, Jr. to close the public hearing. Unanimously approved.

Mayor Pro Tem Sloan Stevens made a motion seconded by Dr. Gettys Cohen, Jr. to approve Rezoning Request RZ-26-03, finding the request to be consistent with the Town of Smithfield Comprehensive Growth Management Plan and other adopted plans, and further finding that it is reasonable and in the public interest.

The motion resulted in a 3-3 tie vote. Councilmembers Cohen, Dunn, and Mayor Pro Tem Stevens voted in favor of the rezoning request, while Councilmembers Wallace, Scott, and Rabil voted in opposition. Mayor Andy Moore cast the tie-breaking vote against the rezoning request, and the motion failed.

- 2. Rezoning Request – RZ-26-04:** Town of Smithfield Staff is requesting a general rezoning of two (2) tracts totaling ±90.39 acres from the existing R-10 and R-20 zoning districts to the O&I zoning district. These properties are identified by Johnston County Tax ID Nos 14A03005A and 15004020A.

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

Senior Planner Micah Woodard presented rezoning case RZ-26-04, a town-initiated request to rezone two town-owned tracts totaling approximately 90.39 acres from R10 and R20A to O&I. He explained the properties lie along Buffalo Road and Buffalo Creek, adjacent to the south edge of Smithfield Community Park and containing part of the Buffalo Creek Greenway; they are entirely wooded and marshy, largely within the flood hazard area, and subject to a 50-foot riparian buffer on either side of Buffalo Creek. The purpose of the rezoning is to match the zoning of Community Park and other town parks (e.g., Talton Park, Smith-Collins Park), all zoned O&I, and to "clean up" the map so all parks and recreation sites are consistently zoned. He noted the pedestrian plan shows a proposed multi-use path spur through this area to Canterbury Road/Runnymede Place, and the comprehensive plan currently guides the land partly as medium-density residential and partly as conservation/open space; upon rezoning, the future land use map would be amended under G.S. 160D-605 so the area would be treated as consistent. Micah stated any future development would have to comply with O&I and UDO standards, and that the existing dense forest provides a natural buffer that would make any future parks and recreation expansion compatible

with surrounding neighborhoods. He reported the Planning Board recommended approval on June 4, 2026 (4–1 vote) and that staff also recommended approval with a statement that the amendment is consistent with the comprehensive growth management plan and is reasonable and in the public interest.

Councilman Travis Scott asked Senior Planner Micah Woodard to clarify buffer requirements between residential and O&I zoning, stressing that O&I is a transitional district and that any future development should comply with the town's standard buffer yard requirements, including the 50-foot riparian buffer along Buffalo Creek. Woodard replied that while he would need to consult the UDO for the exact standard buffer, any future use would only clear what is necessary; most of the southern portion of the tracts is wet, flood-prone, and effectively cost-prohibitive to develop, so only the higher, semicircular area is realistically buildable. Given the site's topography and limited buildable area, maintaining appropriate buffers should not be a problem.

There was other discussion about the natural lower buffer of marsh land being a conservation district that is virtually non-buildable, and other town parks being zoned O & I. Woodard explained that when multiple adjoining tracts share the same owner, he typically advises having them surveyed and recombined into a single tract to "tidy up" and simplify the zoning map, keeping it consistent—especially for town-owned properties. He and Interim Town Manager Kim Pickett noted that on the upper tract there is a substantial area that could be developed, but the lower portion is largely suited only for passive recreation uses such as cross-country fields.

Mayor Pro Tem Sloan Stevens observed that, since no residential use is planned and parks and recreation facilities are currently zoned O&I, the town might consider creating a dedicated parks zoning district to avoid confusion about "office/institutional" and to better reflect actual park uses. He noted he has seen such a district in another city's code and felt it made sense, would fit what the town intends here, and could support more passive, broadly usable park space rather than fueling "what if" concerns about O&I.

Senior Planner Micah Woodard agreed this is a reasonable idea within the town's authority, explaining it would require a text amendment to define the new district and allowed uses, but emphasized that for the moment the specific request before the council is the O&I rezoning.

Parks and Recreation Director Gary Johnson stated that the primary goal of the RZ-26-04 request is consistency in the park system's zoning. He explained that the key tract was acquired by the town through park dedication as part of the Buffalo Creek subdivision—developers were required either to dedicate land or pay a fee, and they chose to dedicate the entire tract, of which about 12 acres were required by ordinance and the remainder was likely not ideal for homebuilding. He noted that all major town parks are zoned O&I, and that this tract remains partly R10 only because of how it was originally platted in the subdivision, reinforcing the need to rezone it for consistency with existing park properties.

Alejandra Moreno of Maple Leaf Lane, Smithfield questioned the stated rationale of "consistency," noting the council had just voted down another consistency-based rezoning and citing past "bait and switch" concerns. She urged the council to fully consider what the wooded parkland and its ecological value mean to Smithfield residents, including flood impacts near the freeway, and argued that current decisions will affect children and future generations. While supporting thoughtful growth, she asked that the town protect the forested area to keep Smithfield beautiful and small-town in character, especially given this request involves about 90 acres rather than a small parcel.

Mayor Andy Moore reiterated that the existing park there is zoned O & I.

Peter Hulth of 215 N 3rd Street, Smithfield asked staff to trace the Greenway segment on the map, then stated that everything along that segment is currently wooded and he wants it to remain so. He contrasted it with the western side of the Greenway, which has been completely cleared with no buffer, destroying what he described as the most beautiful, wildlife-rich stretch of the trail. Saying he walked or rode the three-mile Greenway daily, he called that area his favorite place and said it has been "ruined." He urged the council to do everything possible to preserve the remaining woodlands for future generations, stressing that a forest itself is a high-quality park, not just built facilities or turf.

Kyle McKeel of 106 Whitley Drive, Smithfield addressed the Council, stating that he had previously asked the council to consider designating the area as a nature preserve and had since gathered a petition with

about 640 signatures opposing further deforestation along the Greenway and near the park, and calling for more green space town-wide. He cited the rezoning statute's requirement to consider current and future permissible uses and argued that parts of the proposed baseball stadium project (including alcohol sales) may not be allowed under the current R10 zoning, which is intended to protect quiet residential character and is more consistent with the conservation/open space designation than O&I. He raised safety concerns about alcohol use near youth athletic fields and children retrieving balls beyond fences. McKeel urged the council to honor public interest by siting the stadium where it does not require clearing mature forest—emphasizing such forests cannot be replaced in residents' lifetimes—and requested that, if the rezoning is approved, the council later vote to relocate the stadium back to the west side of the Community Park as in the original contract.

Alejandra Moreno argued that, although the attorney had said the council should focus on consistency rather than specific future uses, the earlier rezoning was effectively denied based on the intended use, not just consistency. Attorney Bob Spence responded that the prior case involved rejecting a residential use in a commercial district, whereas the current request is to align this park property with other parks, not to deny a business or residence. Moreno maintained that consistency concerns applied there as well and felt this rezoning was really being done for other reasons. Mayor Moore closed by saying he would be glad to discuss procedures further outside the meeting, reiterated that the consistency here is matching the adjoining O&I-zoned park, and acknowledged her request that the same consistency standards be applied across cases.

Rick Buckner of 106 Cobblestone Court, Smithfield questioned how the rezoning serves the public interest, arguing that the town can already use the land for recreation under current residential zoning, so the change appears primarily aimed at enabling a baseball stadium and related uses (such as a parking lot for a private operator and alcohol sales) that are not allowed today. He contended the public and council all know what is planned there, raised safety and congestion concerns by citing recent overcrowded parking conditions at Smithfield Community Park during events, and warned that adding a stadium could create more chaos and an unsafe environment. He urged the council to apply the “wisdom and integrity” invoked earlier in the meeting and to reconsider whether this rezoning is truly for the public's benefit.

Parks and Recreation Director Gary Johnson stated the congestion situation referenced by Buckner was not the norm.

Senior Planner Micah Woodard added that parks and recreation facilities are allowed in every zoning district except light and heavy industrial, so any recreational use being discussed for the site is already permitted under the existing zoning, regardless of the proposed rezoning. He also showed historical imagery of the southern parcel indicating that a large area had been cleared and then replanted sometime between roughly 1999 and 2004, with additional thinning on an adjacent area. He noted that despite this past clearing, the site has since regrown into a healthy, abundant wooded area, and said he shared this mainly to illustrate the parcel's history and how the forest has recovered.

Kyle McKeel asked how a proposed baseball stadium would be classified as a parks and recreation facility rather than as “outdoor entertainment” (like mini-golf or a driving range) that is not allowed in R10/R20 districts, given that parks uses are permitted in most zones except LI and HI. Staff Interim Town Manager Kim Pickett responded that because the town would own, maintain, and operate the stadium, it would be treated as a town parks and recreation facility, similar to SRAC. McKeel then requested that his petition be added to the record and estimated that about 84–85 of roughly 600 signers have addresses recorded as being in town, noting that some addresses may have been mis-coded by the petition platform.

Mayor Moore clarified that the 27577-zip code covers a much larger area than the town limits, so not all signers with a Smithfield zip actually live inside the town and are tax paying citizens, but acknowledged the petition as useful public input.

Councilman Travis Scott asked Senior Planner Micah Woodard to clarify what uses are permitted in the O&I district, beyond parks and recreation, and Micah (with Interim Town Manager Kim Pickett) listed examples including medical/dental clinics, professional offices, banks, research facilities, churches, schools, community centers, public parks, and multifamily housing. Councilman Scott then asked whether bars or private clubs would be allowed, noting prior public concern about alcohol consumption in or near

parks, and stressed that buffers and adherence to the town's own standards are important. He also referenced earlier assurances that the Greenway side would not be clear-cut and said he expects the town to set a good example in how the adjoining property is treated.

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

Mayor Pro Tem Sloan Stevens moved to recommend approval of the zoning map amendment, finding the request to be consistent with the Town of Smithfield Comprehensive Growth Management Plan and other adopted plans, and further finding that it is reasonable and in the public interest. The motion was seconded by Councilman John Dunn.

The motion resulted in a 3 to 3 tie vote. Councilmembers Cohen, Dunn, and Mayor Pro Tem Stevens voted in favor of the rezoning request, while Councilmembers Wallace, Scott, and Rabil voted in opposition. The Mayor cast the tie-breaking vote for the rezoning request, and the motion carried 4 to 3 in favor of the rezoning request.

3. Conditional Zoning Request – CZ-26-01: The Grace Mills Jackson Family Trust is requesting a conditional rezoning of a ±13.883-acre tract from the existing R-20A zoning district to B-3CZ. This property is located at 3063 Buffalo Rd, Smithfield, NC 27577, further identified by Johnston County Tax ID 14L09028.

Councilwoman Doris Wallace made a motion, seconded by Councilman John Dunn to open the public hearing. Unanimously approved.

Planning Director Brent Reck presented conditional zoning case CZ-26-01 for the Grace Mills Jackson Family Trust to rezone about 13.883 acres at 3063 Buffalo Road from R20A to B3-CZ for a phased commercial storage facility. He described the site near the eastern edge of the ETJ on Buffalo Road, currently wooded and served by town water and Johnston County sewer, with access proposed via a single driveway off Buffalo Road built to town standards. The concept plan shows phased development starting with a stormwater pond at the rear, then RV/boat storage, then traditional mini-storage buildings, and finally a climate-controlled storage building at the front. He noted the pedestrian plan calls for a future multi-use path along Buffalo Road, so staff will require a 10-foot easement. Reck explained that B3 standards (50-ft height limit, 30-ft front and 25-ft rear setbacks) and UDO requirements will apply; parking will be set based on an engineer's study; dumpsters must be in screened enclosures; and a Type B landscape buffer (minimum 20-ft width with trees and shrubs, incorporating existing vegetation where possible) is required around the site. He emphasized that conditional zoning allows negotiated conditions without deviating from UDO standards and reported that staff finds the project consistent with the comprehensive plan and compatible with surrounding uses. Reck further noted that the Planning Board recommended approval with a condition requiring a 6-foot vinyl fence for 190 feet along the right (eastern) side property line to augment the buffer.

Councilman Travis Scott questioned the scale of the presentation drawing of the project, with Reck noting the presentation for the layout of the project was just a rough draft, and not drawn to scale. When asked by Councilman Scott, Reck also showed the proposed fence line to the right side of the property—starting at Buffalo Road and going back. Councilman Scott asked if the project would be fenced in by three separate sections.

David Boone of 3033 Buffalo Road addressed the Council. He stated that the entire storage site will be fenced, providing a full 360-degree enclosure, with the exception of the front climate-controlled building area of about 4½ acres. In response to questions, he confirmed that the 190-foot section of 6-foot vinyl fence discussed with the Planning Board is part of this overall fencing plan, and he explained that he is not currently in the storage business elsewhere but intends to start with lower-cost phases (such as RV/boat storage) and then build out the site over time.

Mayor Pro Tem Sloan Stevens confirmed with the applicant that essentially there would be a nice building in the front that blocks the view of the rest of the storage in the back—with the sides and back blocked by

fencing.

Council members and staff discussed utilities and service status for the proposed storage site in the ETJ. They noted the project would likely be served by town water (available at the front of the site) and Johnston County sewer, with staff explaining that county sewer in the area is a pressurized force main, so a connection may require extending service rather than a simple tap, though sewer access similar to nearby Kellie Drive should be feasible. It was confirmed surrounding homes are on septic and that septic is generally not allowed for B3 development. Attorney Bob Spence clarified that, because the property lies in the ETJ and not in town limits, the customer would be billed as an out-of-town utility customer unless the owner petitions for annexation, in which case the site could be served as in-town.

Councilman Travis Scott asked whether an existing septic permit on the site, if any, could be used for the proposed commercial development; staff replied they believed the lot is currently wooded and any prior septic approval would need to be confirmed with Johnston County Environmental Services. Council members and staff noted that extending sewer from the Kelly Drive force main could be expensive (on the order of about a mile of line), but that connecting to county sewer is typically allowed if the county approves, and phasing the project could help manage costs. Councilman Scott also confirmed that the proposed 8-foot building setback must be coordinated with the required 20-foot buffer so both standards are met together. Scott also confirmed with the applicant and staff that the RVs stored on the site would remain unoccupied with enforcement methods to stop it if occupation occurred.

Councilman Stephen Rabil asked if there was any public opposition to the development at the Planning Board meeting. The applicant stated there was a neighbor who questioned the location of his driveway, which he will work out with the landlord, but there were no additional complaints.

Councilman Scott clarified with Reck the location easement at the back of the property for the multi-use trail.

Councilwoman Doris Wallace made a motion, seconded by Councilman John Dunn to close the public hearing. Unanimously approved.

In subsequent discussion following the motion, Councilman Travis Scott confirmed with staff that the current action was only on the conditional rezoning and that the detailed site plan—including lighting, landscaping, and full site development—would return to staff and also come back before the Town Council under the conditional zoning process.

Councilman Travis Scott made a motion, seconded by Councilwoman Doris Wallace to approve CZ-26-01 with the condition of a 6-foot vinyl fence along 190 feet of the east side property line, finding the request consistent with the Town of Smithfield Comprehensive Growth Management Plan and other adopted plans, and reasonable and in the public interest. Unanimously approved.

Councilman Scott also asked that staff ensure the applicant understands the potential benefits of annexation in relation to utility service.

CITIZENS' COMMENTS:

- *Ruby George Smith:*
 - Stated she is a long-time resident with deep family ties to Smithfield, including family work on the land where the town pool/park was built.
 - Objected to being required to pay a fee to use the park field and picnic area for a family reunion, referencing she and her family's past contributions to the town should mean she "doesn't owe the town anything" and should not have to pay.
 - Requested that Fuller Street be renamed George Street in honor of her father.

Mayor Moore clarified for Ms. Ruby Smith that she does not have to pay a fee simply to use the field, tables, and restrooms at the park; fees only apply if she wants to reserve the area to ensure exclusive use. He said the park is open for anyone to use on a first-come, first-served basis, offered to review the fee schedule with her and talk further offline, and said staff would work with her to help with her planned family event.

- *Rick Buckner:*
 - Raised concerns about the baseball stadium project, questioning how the rezoning and site change serve the public interest.
 - Argued the town has not clearly disclosed the cost impact of shifting the stadium site and that the project may require rebidding under state competitive bidding laws rather than being treated as a minor change order.
 - Asked the council to obtain and share a written legal justification for proceeding without rebidding, including specific statutory or case-law basis, and to clearly identify the actual parcel where the stadium will be built.
 - Urged the council to pause further contract changes or expenditures until those questions are answered.
- *Kyle McKeel:*
 - Reiterated his opposition to deforestation near the park and Greenway and his support for preserving the wooded areas.
 - Emphasized that many residents have voiced concerns after learning more about the project and urged the council to revisit the siting decision.
 - Noted that the baseball stadium location decision was added as an agenda item previously and asked the council to add a new agenda item to move the stadium back to the west side of Smithfield Community Park, consistent with the original contract.

Prior to the Consent Agenda vote, Councilman Travis Scott noted that the town is only in the first month of the new fiscal year and expressed concern about approving more than \$500,000 in consent-agenda items at once, even though they were budgeted, because of potential cash-flow impacts. He said he would prefer such purchases be spread out over the year, recalculated the total to about \$552,000 before one \$25,000 item was removed, and emphasized the importance of the council closely monitoring finances, adding that he appreciated receiving updated financial reports (the first since April). The Mayor agreed on the importance of this consideration.

Councilman John Dunn made a motion, seconded by Councilman Gettys Cohen, Jr. to approve the consent agenda as submitted. Unanimously approved.

CONSENT AGENDA ITEMS:

1. Approval of minutes:

- a. May 18, 2026 – Recessed Budget Session
- b. May 19, 2026 – Regular Session
- c. May 19, 2026 - Closed Session
- d. June 2, 2026 - Regular Session
- e. June 16, 2026 – Regular Session

2. Special Event: JoCo Tourism Block Party Temporary Use Permit (TUP) Request: The Council is being asked to allow Johnston County Tourism to hold a Block Party at 234 Venture Drive on July 31, 2026. There will be amplified sound from 3:00 pm to 5:00 pm and food trucks will be on site for food purchases.

3. Special Event: Bulldog Harley-Davidson Waffles & Wheels - August 1, 2026: Bulldog Harley-Davidson is requesting TUP approval to conduct this event at 1043 Outlet Center Drive. The event will be held from 11:00 am to 4:00 pm. Amplified sound will be used, alcohol will be served to customers 21 years or older with valid ID, and a food truck will be on site selling food.

4. **Special Event: Bulldog Harley-Davidson Too Broke for Sturgis -August 8, 2026:** Bulldog Harley-Davidson is requesting TUP approval to hold this event at 1043 Outlet Center Drive from the hours of 11:00 am to 6:00 pm. Amplified sound will be used, alcohol will be served to customers 21 years or older with valid ID, and a food truck will be on site selling food.
5. **Special Event: Bulldog Harley-Davidson Extra Extra Ride All About It – August 15, 2026:** Bulldog Harley-Davidson is requesting TUP approval to hold this event at 1043 Outlet Center Drive from the hours of 11:00 am to 4:00 pm. Alcohol will be served to customers 21 years or older with valid ID, and a food truck will be on site selling food.
6. **Special Event: Bulldog Harley-Davidson Bulldogs and Backpacks – August 22, 2026:** Bulldog Harley-Davidson is requesting TUP approval to hold this event at 1043 Outlet Center Drive from the hours of 11:00 am to 4:00 pm. Amplified sound will be used, alcohol will be served to customers 21 years or older with valid ID, and a food truck will be on site selling food.
7. **Special Event: Bulldog Harley-Davidson Bike Night – August 27, 2026:** Bulldog Harley-Davidson is requesting TUP approval to hold this event at 1043 Outlet Center Drive from the hours of 5:00 pm to 8:00 pm. Amplified sound will be used, alcohol will be served to customers 21 years or older with valid ID, and a food truck will be on site selling food.
8. **Special Event: Bulldog Harley-Davidson Kickstands and Cold Ones – August 29, 2026:** Bulldog Harley-Davidson is requesting TUP approval to hold this event at 1043 Outlet Center Drive from the hours of 11:00 am to 4:00 pm. Alcohol will be served to customers 21 years or older with valid ID, and a food truck will be on site selling food.
9. **Career Ladder Promotion:** The Public Utilities Department respectfully requests the consideration of a career ladder promotion that will advance an employee from an Electric Line Technician to an Advanced Electric Lineman.
10. **Consideration and request for approval of Resolution No. 809 (15-2026) for the Police Department to apply for a GHSP Grant:** The Police Department is requesting to submit to the Governors Highway Safety Program (GHSP) to renew a one officer traffic safety team within the police department.

**TOWN OF SMITHFIELD
RESOLUTION No. 809 (15-2026)
IN SUPPORT OF THE POLICE DEPARTMENT NC
GHSP GRANT RENEWAL APPLICATION
North Carolina Governor's Highway Safety Program**

LOCAL GOVERNMENTAL RESOLUTION

WHEREAS, the Smithfield Police Department (herein called the "Agency") has completed a renewal application contract for traffic safety funding; and that The Town of Smithfield (herein called the "Governing Body") has thoroughly considered the problem identified and has reviewed the project as described in the contract;

NOW THEREFORE BE IT RESOLVED by the Town of Smithfield in an open meeting assembled in the Town of Smithfield, North Carolina, this, the 21st Day of July, 2026, as follows:

1. That the project referenced above is in the best interest of the Town Smithfield and the

general public; and

2. That Jason Beyer, Police Captain, is authorized to file, on behalf of the Town of Smithfield, an application contract in the form prescribed by the Governor's Highway Safety Program for federal funding in the amount of \$76,363.00 be made to the Town of Smithfield to assist in defraying the cost of the project described in the contract application; and
3. That the Town of Smithfield has formally appropriated the cash contribution of \$32,727.00 as required by the project contract; and
4. That the Project Director designated in the application contract shall furnish or make arrangement for other appropriate persons to furnish such information, data, documents and reports as required by the contract, if approved, or as may be required by the Governor's Highway Safety Program; and
5. That certified copies of this resolution be included as part of the contract referenced above; and
6. That this resolution shall take effect immediately upon its adoption.

Done and ordered in open meeting this the 21st Day of July 2026

11. Consideration and request for approval of Resolution Nos. 810 (16-2026) and 811 (17-2026) for Lead Service Line Grant Funding.

**RESOLUTION NO. 810 (16-2026) BY THE TOWN OF SMITHFIELD, NC
Town of Smithfield Lead Service Line Inventory Added Funds Project**

WHEREAS, The Town of Smithfield has need for and intends to construct, plan for, or conduct a study in a project described as Town of Smithfield Lead Service Line Inventory Added Funds Project, and

WHEREAS, The Town of Smithfield intends to request State loan and/or grant assistance for the project,

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

That Town of Smithfield, the **Applicant**, will arrange financing for all remaining costs of the project, if approved for a State loan and/or grant award.

That the **Applicant** will provide for efficient operation and maintenance of the project on completion of construction thereof.

That the **Applicant** will adopt and place into effect on or before completion of the project a schedule of fees and charges and other available funds which will provide adequate funds for proper operation, maintenance, and administration of the system and the repayment of all principal and interest on the debt.

That the governing body of the **Applicant** agrees to include in the loan agreement a provision

authorizing the State Treasurer, upon failure of the Town of Smithfield to make a scheduled repayment of the loan, to withhold from the Town of Smithfield any State funds that would otherwise be distributed to the local government unit in an amount sufficient to pay all sums then due and payable to the State as a repayment of the loan.

That Andy Moore, Mayor, the **Authorized Representative** and successors so titled, is hereby authorized to execute and file an application on behalf of the **Applicant** with the State of North Carolina for a loan and/or grant to aid in the study of or construction of the project described above.

That the **Authorized Representative**, and successors so titled, is hereby authorized and directed to furnish such information as the appropriate State agency may request in connection with such application or the project: to make the assurances as contained above; and to execute such other documents as may be required in connection with the application.

That the **Applicant** has substantially complied or will substantially comply with all Federal, State, and local laws, rules, regulations, ordinances, and funding conditions applicable to the project and to Federal and State grants and loans pertaining thereto.

Adopted this the 21st day of July, 2026 at Smithfield, North Carolina.

RESOLUTION NO. 811 (17-2026) BY THE TOWN OF SMITHFIELD, NC
Town of Smithfield Lead Service Line Find and Replace Project

WHEREAS, The Town of Smithfield has need for and intends to construct, plan for, or conduct a study in a project described as Town of Smithfield Lead Service Line Find and Replace Project, and

WHEREAS, The Town of Smithfield intends to request State loan and/or grant assistance for the project,

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

That Town of Smithfield, the **Applicant**, will arrange financing for all remaining costs of the project, if approved for a State loan and/or grant award.

That the **Applicant** will provide for efficient operation and maintenance of the project on completion of construction thereof.

That the **Applicant** will adopt and place into effect on or before completion of the project a schedule of fees and charges and other available funds which will provide adequate funds for proper operation, maintenance, and administration of the system and the repayment of all principal and interest on the debt.

That the governing body of the **Applicant** agrees to include in the loan agreement a provision authorizing the State Treasurer, upon failure of the Town of Smithfield to make a scheduled repayment of the loan, to withhold from the Town of Smithfield any State funds that would otherwise be distributed to the local government unit in an amount sufficient to pay all sums then due and payable to the State as a repayment of the loan.

That Andy Moore, Mayor, the **Authorized Representative** and successors so titled, is hereby authorized to execute and file an application on behalf of the **Applicant** with the State of North Carolina for a loan and/or grant to aid in the study of or construction of the project described above.

That the **Authorized Representative**, and successors so titled, is hereby authorized and directed to furnish such information as the appropriate State agency may request in connection with such

application or the project: to make the assurances as contained above; and to execute such other documents as may be required in connection with the application.

That the **Applicant** has substantially complied or will substantially comply with all Federal, State, and local laws, rules, regulations, ordinances, and funding conditions applicable to the project and to Federal and State grants and loans pertaining thereto.

Adopted this the 21st day of July, 2026 at Smithfield, North Carolina.

12. Consideration and request for approval of Resolution No. 812 (18-2026) for the disposition of surplus property for sale by electronic auction via auctionsinternational.com.

**TOWN OF SMITHFIELD RESOLUTION NO. 812 (18-2026)
AUTHORIZING THE SALE OF CERTAIN
PERSONAL PROPERTY AT PUBLIC AUCTION**

WHEREAS, the Town Council of the Town of Smithfield desires to dispose of certain surplus property of the Town in accordance with NC GS 160A-270; and

WHEREAS, the Town Council of the Town of Smithfield desires to utilize the auction services of a public electronic auction service.

NOW, THEREFORE, BE IT RESOLVED by the Town Council that:

1. The following described property is hereby declared to be surplus to the needs of the Town:

Dept.	Lot/Ser.#	Description
IT Department	Lot 1	AV Hardware
IT Department	Lot 2 – NA7059859098014	Tri caster Video Production System
IT Department	Lot 3	2 ENG Cameras/Tripod/Hardware
IT Department	Lot 4	2 Servers & 1 UPS
IT Department	Lot 5	6 Dehnco Monitor Arms
IT Department	Lot 6	Switches and Encoders
IT Department	Lot 7	Laptops 13 regular 6 Hardbooks
IT Department	Lot 8	Computer Parts; motherboards cables etc.
IT Department	Lot 9	6 Monitors
IT Department	Lot 10	13 PCs no hard drives
IT Department	Lot 11	Misc. equipment scanners, routers, cords
Planning Department	Lot 12	Cannon IFP Plotter/Scanner – (for parts)
IT Department	Lot 13	Large 34" x 60" Drafting Table/Desk
IT Department	Lot 14	Small Table, Trays, Large Whiteboard

2. The Town Manager or his designee is authorized to receive, on behalf of the Town Council, bids via public electronic auction for the purchase of the described property.
3. The public electronic auction will be held beginning no earlier than August 3, 2026.

4. The Town Council further authorizes the disposal of Town surplus property by use of a public electronic auction system provided by Auctions International Inc. The property for sale can be viewed at **www.auctionsinternational.com**. Citizens wanting to bid on property may do so at the site by visiting **www.auctionsinternational.com** and choosing the item(s) available for bid. The terms of the sale shall be: All items are sold as is, where is, with no express or implied warranties; All items will be sold for cash or certified check only; Payment must be received for all items sold before they may be removed from the premises; All items sold must be paid for and removed from the site of the sale within 5 business days of the sale, or they will be subject to resale.
5. The Town Clerk shall cause a notice of the public auction for surplus property to be noticed by electronic means in accordance with G.S. 160A-270(c), to be available on the Town of Smithfield website **www.smithfield-nc.com**.
6. The highest bid, if it complies with the terms of the sale, may be accepted by the Finance Director or his designee and the sale consummated.

Adopted this the 21st day of July, 2026.

13. Consideration and request for approval of Resolution No. 813 (19-2026) commemorating the Restoration and the Re-dedication of the Freedman's Schoolhouse in Smithfield, NC

**RESOLUTION NO. 812 (18-2026) HONORING
THE RESTORATION AND RE-DEDICATION OF
THE HISTORIC FREEDMEN'S SCHOOLHOUSE
IN SMITHFIELD, NORTH CAROLINA**

WHEREAS, the historic Freedmen's Schoolhouse, located at 308 N. Fourth Street in Smithfield, North Carolina, was originally built in 1868-1869 by the Freedmen's Bureau under the auspices of the American Missionary Association; and

WHEREAS, out of 160 freedmen's schoolhouses built across North Carolina during the Reconstruction era to provide essential education in reading, writing, and mathematics to newly emancipated Black Americans, this structural landmark stands proud as the **only remaining freedmen's schoolhouse in the entire state**; and

WHEREAS, the schoolhouse represents a profound monument to resilience, having survived multiple targeted fires in the 1890s; and

WHEREAS, the Historic Smithfield Foundation, established in 2017, acquired the title to the property in 2019 and initiated a dedicated, multi-year rehabilitation effort beginning in 2021; and

WHEREAS, through the generous financial backing of private donors and a crucial \$250,000 grant from the North Carolina Department of Natural and Cultural Resources—championed by State Representative Donna White, with the initiative from Todd Johnson, Executive Director of the Johnston County Heritage Center and Museum—the schoolhouse has been successfully restored to its authentic 1860s appearance; and

WHEREAS, on June 19, 2026, the community gathered at the First Missionary Baptist Church for a historic ribbon-cutting and re-dedication ceremony featuring keynote remarks from Johnston County native and descendant of the school's original students, Dr. Crystal R. Sanders; and

WHEREAS, the fully restored facility now stands as a monumental educational tool, cultural heritage site, and a testament to perseverance, enriching Smithfield's historic downtown.

NOW, THEREFORE, BE IT RESOLVED by Mayor M. Andy Moore and members of the Smithfield Town Council, that:

1. The Council formally recognizes and celebrates the historic re-dedication and restoration of the **Freedmen's Schoolhouse**.
2. The Board extends its deepest gratitude to the Historic Smithfield Foundation, the Johnston County Heritage Center, Representative Donna White, and the local community members whose steadfast advocacy preserved this vital piece of African American history.
3. The Board encourages all residents and visitors to acknowledge the historical nature of the Johnston County Freedmen's Schoolhouse to reflect on the legacy of public education and civil rights in our town.

Adopted this 21st day of July, 2026.

- 14. Consideration and request for approval of Resolution 814 (20-2026) authorizing a real estate transaction at 1000 Lemay Street, Smithfield, NC:** The Town of Smithfield and Planning Department is requesting a land quitclaim of Lot 3 on Lemay Street, Smithfield, NC in order for the neighboring church to obtain a well-defined title.

**TOWN OF SMITHFIELD
RESOLUTION NO. 814 (20-2026)
A RESOLUTION AUTHORIZING THE CONVEYANCE OF LOT 3 OF THE PROPERTY
LOCATED AT 1000 LEMAY STREET TO BIBLE CHURCH OF GOD OF LILLINGTON,
INCORPORATED BY QUITCLAIM DEED**

WHEREAS, the Town of Smithfield is the record owner of certain real property identified as **Lot 3 of the four-lot parcel located at 1000 Lemay Street, Smithfield, Johnston County, North Carolina**, being a portion of Parcel Identification Number 15070191; and

WHEREAS, the Town acquired its interest in the property by instruments recorded in **Deed Book 894, Page 506** and **Deed Book 903, Page 197**, Johnston County Registry; and

WHEREAS, as part of the Town's Redevelopment Program during the 1980s, it was the Town's intent to convey the subject property to **Bible Church of God of Lillington, Incorporated**, as evidenced by the conveyance recorded in **Deed Book 952, Page 390**, Johnston County Registry; however, a deed conveying Lot 3 does not appear in the public record; and

WHEREAS, Bible Church of God of Lillington, Incorporated has occupied, maintained, and listed the property for taxation for many years, and has continuously operated the property as part of its church campus; and

WHEREAS, the absence of a recorded deed has created a gap in the chain of title, and the execution of a Quitclaim Deed will clarify the public record, confirm the Town's original intent, provide the church with a clear and marketable title, and allow Lots 1 through 4 to be recognized and operated as a single church property, as they have been for decades; and

WHEREAS, the Planning Department has reviewed the proposed conveyance and recommends approval as being in the best interest of the Town and consistent with the Town's original redevelopment actions and the public record; and

WHEREAS, the Town Council finds that conveying any remaining interest the Town may have in Lot 3 by Quitclaim Deed serves a public purpose by correcting the historical record, resolving a longstanding title discrepancy, and eliminating uncertainty regarding ownership of the property.

NOW, THEREFORE, BE IT RESOLVED by the Town Council of the Town of Smithfield, North Carolina, that:

1. The Town Council hereby authorizes the conveyance by Quitclaim Deed of all right, title, and interest the Town of Smithfield may possess in **Lot 3 of the property located at 1000 Lemay Street**, being a portion of Parcel Identification Number 15070191, to **Bible Church of God of Lillington, Incorporated**.
2. The Mayor is authorized to execute the Quitclaim Deed on behalf of the Town, and the Town Clerk is authorized to attest the execution of the deed and affix the Town Seal as required by law.
3. The Quitclaim Deed shall be substantially in the form presented to the Town Council, together with all necessary exhibits, including the historical redevelopment map and current GIS information identifying the property.
4. The Town Manager, Planning Director, Town Clerk, Town Attorney, and other appropriate Town officials are authorized to execute such documents and take such actions as are necessary to complete the conveyance and record the Quitclaim Deed in the Johnston County Registry.
5. This Resolution shall become effective immediately upon its adoption.

Adopted this 21st day of July, 2026.

15. Consideration and request of approval of Resolution No. 815 (21-2026) for granting of Easement Agreement between the Town of Smithfield and JoCo Cre, LLC.

RESOLUTION AUTHORIZING EXECUTION OF AN EASEMENT TO RESOLVE A PERMISSIVE ENCROACHMENT

WHEREAS, the Town of Smithfield owns property adjacent to Market Street identified in Deed Book 943, Page 45, Johnston County Registry; and

WHEREAS, JoCo CRE, LLC owns the adjoining property described in Deed Book 7068, Page 921, Johnston County Registry; and

WHEREAS, a longstanding permissive encroachment exists across the common property line, consisting of a proposed entrance walkway, steps, and stoop serving the adjoining property as shown on the attached Site Plan; and

WHEREAS, the Town Council finds that granting a revocable easement to permit the Improvements is in the best interest of the Town, provided that JoCo CRE, LLC assumes all responsibility for construction, maintenance, insurance, indemnification, and compliance with the terms of the Easement Agreement.

NOW, THEREFORE, BE IT RESOLVED by the Town Council of the Town of Smithfield that:

1. The Mayor is authorized to execute the Easement Agreement with JoCo CRE, LLC substantially in the form presented to the Council.

2. The Easement shall permit the walkway, steps, and stoop shown on the attached Site Plan to remain within the Town's property subject to the conditions contained in the Easement Agreement, including the Town's right to terminate the easement upon one hundred twenty (120) days' notice.
3. The Town Clerk shall attest the execution of the Easement Agreement, affix the Town Seal, and take all actions necessary to complete its recording in the Johnston County Registry.

Adopted this 21st day of July, 2026.

TOWN OF SMITHFIELD

- 16. Consideration and request for approval of contract with Motorola in the amount of \$250,000 for replacement of portable radios for the Fire Department.**
- 17. Consideration and request for approval of a contract with Dell in the amount of \$841 for server software.**
- ~~**18. Consideration and request for approval of a contract with Cellbrite in the amount of \$25,690 for digital intelligence equipment for the Police Department.**~~
- 19. Consideration and request for approval of a contract with Duncan- Parnell for the estimated cost of \$15,161.70 for a new plotter and printer for the Planning Department.**
- 20. Consideration and request for approval of a contract with Anthem Sports in the amount of \$8,541.91 for the purchase of soccer goals for the Parks and Recreation Department.**
- 21. Consideration and request for approval of the Municipal Service District Contract with the DSDC Contract with Amendments**

BUSINESS ITEMS:

- 1. Consideration and request for approval of Ordinance No. 529-2026 for Controlled Access in Town Parks.**

Parks & Recreation Director Gary Johnson presented a proposed ordinance **amending** Chapter 12, Parks and Recreation, to add Sections 12-110-121 Regulating Recreation Facilities Access, Occupancy, and Use for *Controlled Access in Town Parks*. Johnson explained its intended purpose, which was to promote safe, orderly, and equitable public use and ensure reasonable access to amenities. He defined "amenities" (courts, fields, playgrounds, shelters, restrooms, etc.) and "access zones" (25 feet around restrooms, playgrounds, building/athletic entrances, and other safety-critical areas), and outlined a two-hour maximum use of amenities without a reservation or permit. The ordinance would prohibit occupying access zones in ways that block or discourage public use, restrict adults from remaining in playground areas unless supervising a child or otherwise authorized, and require reservations/permits for shelter use over two hours or for organized groups over 10 people. It authorizes the Parks Director to set fees, time limits, and rules, clarifies that lawful passive recreation and constitutionally protected activities remain allowed, and provides for enforcement by parks staff and law enforcement, with the Director able to adopt related administrative rules (e.g., court rotation, queue management, safety procedures).

Mayor Andy Moore asked if there were any questions regarding the proposed ordinance amendment.

During discussion of the park access ordinance, Councilman John Dunn asked whether the definitions

covered the Greenway; Gary Johnson said greenway trailheads are included and agreed he could make the language more explicit. Dunn also asked if the ordinance would apply to Town Commons/MFA amphitheater, Johnson confirmed. Mayor Andy Moore asked if the ordinance amendment also pertained to the new pocket park at the library—noting this was Town property, (although completed in partnership with DSDC). Johnson and Interim Manager Pickett confirmed that once finalized as a town park, it would fall under the ordinance, with Parks & Rec posting hours and signage even if DSDC manages programming.

Councilman Travis Scott then confirmed staff are still exploring after-hours gate control at Community Park and raised concerns about potential infringement on individual rights. Town Attorney Bob Spence responded that similar ordinances have been heavily litigated, mainly around protecting the rights of people some may view as “loiterers,” and said this ordinance is crafted to regulate the functioning and shared use of parks, not to target homeless individuals, who have the same right to be there as anyone else so long as they do not misuse the park. Scott emphasized that the intent is to give police tools to address disruptive behavior on trails and in parks, not to single out any group, and Spence agreed some Greenway segments, particularly near downtown, likely need more supervision. It was also reiterated that most parks operate dawn to dusk, with hours posted at each site.

Mayor Andy Moore asked if Ms. Ruby Smith’s earlier petition for park use be considered retroactive of the ordinance amendment. Parks and Rec Director Johnson stated the Manager has authority to waive fees under special circumstances.

Councilwoman Doris Wallace made a motion, seconded by Councilman Stephen Rabil to approve the ordinance amendment. The motion carried by a unanimous vote of the Town Council.

**Town of Smithfield
Ordinance No. 529 – 2026**

An Ordinance Amending Chapter 12, Parks and Recreation, to Add Sections 12-110-121 Regulating Recreation Facilities Access, Occupancy, and Use

WHEREAS, the Town of Smithfield desires to ensure that all residents and visitors may safely and peacefully enjoy the Town’s public parks, greenways, and recreational facilities; and

WHEREAS, the Town Council finds it necessary to discourage and prevent conduct that disrupts park use, presents safety concerns, or deters the public from enjoying park amenities.

NOW, THEREFORE, BE IT ORDAINED by the Town Council of the Town of Smithfield, North Carolina, as follows:

Section 12-110. Purpose

The purpose of this ordinance is to promote safe, orderly, and equitable public use of Town parks and recreational facilities; ensure reasonable public access to park amenities; protect children and families using public recreational areas; and prevent obstruction, unauthorized occupation, or interference with public park facilities.

This ordinance is intended to regulate conduct and use of amenities and shall not be interpreted to prohibit lawful passive presence or constitutionally protected activity within public parks.

Section 12-111. Authority

This ordinance is adopted pursuant to the authority granted to municipalities under the laws of the State of North Carolina, including the Town’s police powers and authority to regulate and maintain public parks and recreational facilities.

Section 12-112. Applicability

This ordinance applies to all parks, greenways, trails, athletic facilities, playgrounds, shelters, buildings, parking areas, restrooms, courts, and recreational amenities owned, operated, or maintained by the Town of Smithfield Parks and Recreation Department.

Section 12-113. Definitions*Amenity*

Any Town-owned recreational or support facility including, but not limited to:

1. Athletic courts;
2. Athletic fields;
3. Playgrounds;
4. Restrooms;
5. Shelters and pavilions;
6. Picnic areas;
7. Buildings and facility entrances;
8. Greenway access points;
9. Parking lots; and
10. Other designated recreational facilities.

Access Zone

An area within twenty-five (25) feet of:

1. A public restroom entrance;
2. A playground boundary;
3. A building entrance or exit;
4. An athletic facility entrance; or
5. Other areas designated by the Parks and Recreation Director for public safety or operational purposes.

Continuous Use

Exclusive or primary occupancy or use of an amenity by an individual or group without relinquishing access to others.

Unauthorized Occupation

Remaining within or adjacent to an amenity or access zone in a manner that:

1. Prevents or discourages reasonable public access;
2. Interferes with intended use of the facility;
3. Creates operational or safety concerns; or
4. Unreasonably monopolizes public recreational space.

Section 12-114. Time Limits on Amenity Use*A. General Time Limitation*

No person or group shall continuously occupy or exclusively use a Town recreational amenity for more than two (2) consecutive hours unless:

1. Authorized by permit or reservation;
2. Participating in a Town-sponsored program or event;
3. Participating in an officially scheduled league or activity; or
4. Otherwise authorized by the Parks and Recreation Department.

B. Relinquishment of Use

Upon expiration of the authorized use period, individuals or groups shall relinquish the amenity.

C. Reoccupation

No person or group shall intentionally evade the intent of this ordinance by immediately reoccupying the same amenity after expiration of the time limit.

Section 12-115. Access Zones and Facility Interference

A. Obstruction or Interference Prohibited

No person shall occupy, congregate within, remain within, or place personal property within an access zone in a manner that:

1. Obstructs or interferes with reasonable public access;
2. Discourages lawful public use;
3. Interferes with ingress or egress;
4. Prevents orderly turnover of amenities;
5. Creates a safety hazard; or
6. Materially disrupts park operations.

B. Unauthorized Linger Near Sensitive Facilities

No person shall remain within an access zone longer than reasonably necessary for lawful use of the adjacent facility when such presence:

1. Interferes with public access;
2. Intimidates or harasses users;
3. Creates operational or safety concerns; or
4. Unreasonably discourages public use of the facility.

C. Playground Areas

Adults shall not remain within designated playground areas unless:

1. Supervising or accompanying a child;
2. Participating in a lawful recreational activity;
3. Performing authorized work or maintenance; or
4. Otherwise authorized by the Town.

This subsection shall not apply to lawful passage through the area or passive use of adjacent public spaces.

Section 12-116. Shelter Use and Permit Requirements

A. Shelter Reservation Requirement

Any individual or group using a Town shelter, pavilion, picnic shelter, or similar reservable facility for more than two (2) consecutive hours shall obtain a reservation permit issued by the Town of Smithfield Parks and Recreation Department.

B. Large Group Requirement

Any organized group, gathering, event, or assembly consisting of more than ten (10) persons using a shelter or pavilion area shall require a reservation permit, regardless of duration of use.

C. Unauthorized Occupation

No person or group shall occupy, reserve, or monopolize a shelter or pavilion area without a required permit in a manner that:

1. Prevents reasonable public access;
2. Interferes with reserved use;
3. Exceeds posted occupancy limits; or
4. Disrupts orderly park operations.

D. Administrative Authority

The Parks and Recreation Director may establish:

1. Reservation procedures;

2. Rental fees;
3. Time limits;
4. Occupancy limitations;
5. Cleanup requirements; and
6. Operational rules for shelter facilities.

Section 12-117. Park Hours

All persons shall comply with posted park operating hours.

Presence within parks outside authorized hours may constitute trespassing pursuant to applicable law unless:

1. Authorized by permit;
2. Participating in a Town-sponsored activity;
3. Authorized by Town personnel; or
4. Present for emergency purposes.

Section 12-118. Protected Activity

Nothing in this ordinance shall prohibit:

1. Passive recreational use of parks;
2. Sitting, resting, observing, or spectating;
3. Peaceful assembly;
4. Constitutionally protected expressive activity;
5. Lawful public presence during park operating hours; or
6. Other lawful conduct permitted by Town ordinance or state law.

This ordinance shall be interpreted and enforced in a content-neutral manner.

Section 12-119. Enforcement

Authorized Parks and Recreation personnel and law enforcement officers may enforce this ordinance.

Enforcement measures may include:

1. Verbal warning;
2. Direction to cease prohibited conduct;
3. Direction to relinquish an amenity;
4. Removal from the facility or access zone;
5. Citation under applicable ordinances or state law;
6. Suspension of reservation or facility privileges; or
7. Trespass warning or exclusion in accordance with applicable law.

Section 12-120. Administrative Rules

The Parks and Recreation Director may adopt reasonable administrative rules governing:

1. Court rotation systems;
2. Reservation procedures;
3. Queue management;
4. Peak use scheduling;
5. Access zone markings;
6. Athletic facility operations;
7. Public safety procedures; and
8. Amenity-specific operational requirements.

Such rules shall be publicly posted and uniformly enforced.

Section 12-121. Severability

If any section, subsection, sentence, clause, or provision of this ordinance is declared invalid or unconstitutional by a court of competent jurisdiction, such decision shall not affect the validity of the remaining portions of this ordinance.

Adopted upon motion by Councilmember Wallace, seconded by Councilmember Rabil, and approved by a vote of 6 in favor and 0 opposed.

Adopted this the **21st day of June, 2026.**

COUNCILMEMBER COMMENTS:

- Councilman Travis Scott thanked contractors and staff for recent work following a recent flooding incident in East Smithfield. Scott then focused his comments on stormwater and drainage concerns. He referenced other incidents after storms where despite a drainage ditch being installed along Fourth Street, the area still experienced significant standing water, suggesting the system may not be functioning as intended and that there may be downstream blockages. He also cited flooding at the underpass and around Spring Branch, warning that a hurricane event could create serious problems. Scott urged renewed emphasis on stormwater infrastructure, including revisiting the previously discussed but unfunded stormwater department and ensuring equipment such as the new vacuum truck is used proactively to clear lines and reduce flooding risks. Regarding outages that may occur, Scott stated while inconvenient, staff is to be commended for their quick response time.
- Dr. Gettys Cohen, Jr. expressed concern about deep standing water (3–4 feet) in ditches at Smith-Collins Park after a recent heavy rain, noting this was not a hurricane event and raising safety worries for children who may try to play in or cross the water. He questioned why longstanding drainage issues in that area have not been fully addressed despite past work, and urged that, regardless of cost, public safety—especially for youth—should be the priority. He suggested bringing in engineers to meet with citizens and develop remedies for Smithfield's broader drainage problems.

Public Works Director Lawrence Davis reported that the town now has use of a vacuum truck (on loan from Utilities) and is actively using it to clean out storm drains after the recent storms. He explained that one major flooding issue was caused by a beaver dam and pallets blocking a culvert along the railroad; once staff removed the obstruction, the standing water quickly drained. Davis added that during the recent event the town received 4–5 inches of rain in a very short period, and unfortunately no realistic drainage system could fully prevent temporary flooding under such intense conditions.

Mayor Andy Moore concurred that a recent storm event was too much at the time, and also confirmed with Davis that beaver mitigation is a constant and ongoing effort.

- Councilman John Dunn raised two drainage-related issues: (1) at the end of Eden Drive where work is underway for the new U.S. 70, he noted curb and gutter had been removed and asked if it would be replaced; staff confirmed all curb, gutter, and the temporarily patched asphalt section will be rebuilt and repaved; and (2) behind Eden Drive, he reported an existing washout near new drainage boxes for a turn lane is worsening and encroaching toward a resident's pool, and asked that staff and NCDOT review how runoff is being handled so the problem does not damage private property.
- Mayor Pro Tem Sloan Stevens thanked a police department for providing him with a free t-shirt and announced he would be wearing it at National Night Out on Tuesday, August 4, inviting all council members and the public to attend around 4:00 p.m. He said they plan to cook and give away about 800 hot dogs, noted that police, the fire department, and other law enforcement agencies participate, and praised the event as a great community gathering, encouraging everyone to come out and enjoy a free meal.

Mayor Andy Moore described the recent major water-line break in East Smithfield, noting he stayed on scene for several hours and had been very concerned about possibly having to shut down the entire water system. He praised the coordinated response by the interim manager, fire department (who improvised pumping and spray setups to control flooding), Public Works, Electric, Police, and contractors

(including Stucky and a second contractor from Kenly) for locating the valve, making repairs, and avoiding a wider shutdown. He said the incident highlighted the need for better valve mapping, cross-training so town crews are less dependent on outside contractors, and filling vacant water/sewer crew leader positions; in response to his question, staff said those positions would be posted ASAP, beginning Monday.

Mayor Moore also noted positive economic news—the grand opening of Seven Brew and an expansion by OPW—and publicly thanked economic development partners in attendance (including KJ Jackson and Celtic from the county) for their support in securing grants and growth for Smithfield.

TOWN MANAGER’S REPORT:

Interim Town Manager Kim Pickett announced upcoming events, noting July activities continue with “Rock the Boat” on July 25, and that the River Rat Regatta will be held on August 8 at the pool, with a built-in rain date later in the month if the river is too high. She said this will be the first Regatta since 2023. She also reminded everyone that fall is approaching and staff are already preparing for the Ava Gardner Festival the first weekend in October (Oct. 1–2), followed by another major event the next weekend (Oct. 5). She concluded by noting that May and June financial statements are included in the council packets and invited questions.

Closed Session Pursuant to NC G.S. 143-318.11 (a)(6)

Councilman John Dunn made a motion, seconded by Councilman Stephen Rabil to enter into closed session pursuant to NC G.S. 143-318.11 (a)(6) at approximately 10:14 pm. Unanimously approved.

Councilman John Dunn made a motion, seconded by Councilman Gettys Cohen, Jr. to reconvene in open session at approximately 11:16 pm. Unanimously approved.

ADJOURN:

Councilman John Dunn made a motion, seconded by Councilman Travis Scott to adjourn the meeting at approximately 11:20 p.m. Unanimously approved.

M. Andy Moore, Mayor

ATTEST:

Elaine Andrews, Town Clerk



Request for Town Council Action

Consent Agenda Item: Application for Temporary Use Permit
Date: 08/018/2026

Subject: Special Event – DSDC Oktoberfest

Department: Planning Department

Presented by: Planning Director – Brent Reck

Presentation: Consent Agenda Item

Issue Statement

The Town Council is being asked to approve the Downtown Smithfield Development Corporation (DSDC)'s request to hold an Oktoberfest event on October 10, 2026, from 12:00 p.m. to 4:00 p.m.

Financial Impact

N/A

Action Needed Council approval of the Temporary Use Permit Application

Recommendation Staff recommends approval of the Temporary Use Permit Application

Approved: ☒ Town Manager ☐ Town Attorney

Attachments:

1. Staff Report
2. Temporary Use Permit Application



Staff Report

**Consent
Agenda
Item:** **Application
for
Temporary
Use Permit**

The Downtown Smithfield Development Corporation (DSDC) is requesting approval to hold an Oktoberfest event on Saturday, October 10, 2026, from 12:00 p.m. to 4:00 p.m.

The event will take place in the 100 block of S. Third Street and will feature a traditional German street fair atmosphere. Planned activities include live music, German food prepared and sold by the DSDC, beer vendors, and a variety of craft and farm vendors. The live music will be provided throughout the event from 12:00 p.m. to 4:00 p.m. Vendors will be located along South Third Street and Johnston Street. Food and alcoholic beverages will be available for purchase.

The DSDC has requested the following Town services:

Closure of the intersection at S. Third Street and Johnston Street during the event.
Placement of eight (8) trash cans throughout the event area.



Temporary Use Permit Application

Completed applications must be submitted at least 6 weeks prior to the event by emailing Julie Edmonds at julie.edmonds@smithfield-nc.com or by dropping them off in the Town of Smithfield Planning Department. All applicants should read the following pages before completing all sections required. Incomplete applications may increase the permit processing time. All required information must be submitted along with this application in order for it to be processed. If a person other than the property owner signs this application, a notarized written authorization from the property owner must be attached.

TYPES OF USES OR EVENTS

- ☒ Special Event
- ☐ Town recognized event
 - ☐ Over 100 people in attendance
 - ☒ Live Band or Amplified Sound
 - ☒ Requires closure or blockage of Town Street
 - ☐ Involves Food Trucks
 - ☐ Requires Security (potential safety, security concerns)
 - ☐ Involves structures larger than 200 square feet and canopies larger than 400 sq ft
 - ☐ Involves Town Park property (Contact Smithfield Parks and Rec (919) 934-2148)
 - ☐ Involves Fireworks (Contact Smithfield Fire Department (919) 934-2468)

OTHER TEMPORARY USES

- ☐ Modular Office Units
- ☐ Emergency, construction and repair residence
- ☐ Temporary storage facility (portable storage unit)
- ☐ Sale of agricultural products grown off-site
- ☐ Sale of Fireworks
- ☐ Other (please describe) _____

Name of Event Oktoberfest Address of Event S 3rd St.

APPLICANT:

Name Helen Caloz
Address 200 S Front St
Phone number 919-934-0887
Email address admin@downtownsmithfield.com
Event date Saturday, October 10th

Event start and end time 12:00-4:00

Event set up and clean up time 10:00, 5:00 PM

Sound Amplification Type Stage

Sound Amplification start and end times 12:00-4:00 PM

Food Trucks (if applicable) None (Each Food Truck Requires Certificate of Inspections by Johnston County)

Environmental Health Department, Proof of Insurance, A Copy of the Vehicle or Trailer Registration and/or ABC Permit, if applicable and must be submitted with this application).

Security agency name & phone, if applicable: N/A
(If using Smithfield Police, applicant must contact the PD to schedule security.)

PROPERTY OWNER:

Name Town of Smithfield
Address 350 E. Market St
Phone number (919) 934-2116
Email address _____

Will alcohol be sold or served? Y
(If yes, please supply an ABC Permit)

Will food or goods be sold? Yes

Will any town property be used (i.e., streets, parks, greenways)?

If any town streets require closure, please list all street names S 3rd St. Johnston St. Intersection

Are event trash cans needed? Yes N How many? 8

Please provide a detailed description of the proposed temporary use or special event:

A traditional German street fair - vendors, live music, beer vendors, and german food plates - prepared by the DSDC will be sold.

Temporary Use Submittal Checklist:

1. Completed Temporary Use Permit application
2. Other documentations deemed necessary by the administrator
3. Application fee - \$100
4. Site plan, if required by the administrator

Method of Payment: Cash _____ Check# _____ Credit Card _____ Amount \$ _____

Payment Received By: _____

Date: _____

CERTIFICATION OF APPLICANT AND/OR PROPERTY OWNER

I hereby certify that the information contained in this application is true to the best of my knowledge and I further certify that this event/use will be conducted per all applicable local laws. I certify that I have received the attached information concerning the regulations for temporary uses. If an event, I certify that I have notified all adjoining property owners of the planned event.

Helen B. Caloz

Applicant's Name (Print)

Helen B. Caloz

Signature

7-14-2026

Date

Town Planning Director Signature: [Signature]

Date: 7-15-2026



Request for Town Council Action

**Consent
Agenda
Item:** Personnel
Promotions
Date: 08/18/2026

Subject: Personnel Promotions
Department: Fire Department
Presented by: Fire Chief – Jeremey Daughtry
Presentation: Consent Agenda Item

Issue Statement

This is a request to promote three current employees to the position of Battalion Chief.

Financial Impact

These salary increases will be covered by the Fire Department's current budget and will not require a budget amendment to the current salary line item. In this case, the required salary increases for the 2026/2027 Budget will be a total annual increase of \$14,167.02.

This promotion would be effective 08/24/2026.

Action Needed

Approval of the requested promotion.

Recommendation

Upon consultation with HR, staff recommends approval of this promotion.

Approved: ☒ Town Manager ☐ Town Attorney

Attachments:

1. Staff Report



Staff Report

**Consent
Agenda
Item:** **Personnel
Promotion**

In keeping with stated Town goals of attracting and retaining highly qualified employees, the Town has completed an assessment of prospective employees for the positions of Battalion Chief for the Fire Department. The Department has these vacancies in accordance with approved staffing levels in the current year's budget. The prospective Battalion Chiefs are in-house candidates. The candidates are well-qualified for these positions and are highly regarded members of Town staff. Council is asked to approve these promotions.



Request for Town Council Action

**Consent
Agenda
Item:** **Personnel
Promotions**
Date: 08/18/2026

Subject: Personnel Promotions
Department: Fire Department
Presented by: Fire Chief – Jeremey Daughtry
Presentation: Consent Agenda Item

Issue Statement

This is a request to promote six current employees to the rank of Fire Captain.

Financial Impact

These salary increases will be covered by the Fire Department's current budget and will not require a budget amendment to the current salary line item. In this case, the required salary increases for the 2026/2027 Budget will be a total annual increase of \$30,249.30.

This promotion would be effective 08/24/2026.

Action Needed

Approval of the requested promotion.

Recommendation

Upon consultation with HR, staff recommends approval of this promotion.

Approved: ☒ Town Manager ☐ Town Attorney

Attachments:

1. Staff Report



Staff Report

**Consent
Agenda
Item:** **Personnel
Promotion**

In keeping with stated Town goals of attracting and retaining highly qualified employees, the Town has completed an assessment of prospective employees for the positions of Fire Captain for the Fire Department. The Department has these vacancies in accordance with approved staffing levels in the current year's budget. These promotions eliminate the Lieutenant position as approved with the restructuring of the Fire Department. The prospective Fire Captains are in-house candidates. The candidates are well-qualified for these positions and are highly regarded members of Town staff. Council is asked to approve these promotions.



Request for Town Council Action

Consent Agenda Item:	Career Ladder Promotions
Date:	08/18/2026

Subject: Career Ladder Promotion
Department: Public Utilities - Electric
Presented by: Public Utilities Director – Ted Credle
Presentation: Consent Agenda Item

Issue Statement

Approval of 2 career ladder promotions for employees in the Electric Division. This promotion will advance these employees from Electric Line Technicians to Advanced Electric Line Technicians.

Financial Impact

The funds for these career ladder advancements were included in the approved and adopted FY 2026 - FY 2027 budget. The employee will improve their wage 5%, as is customary with a career ladder promotion. The employees will go from (\$29.07/hr. to \$30.52/hr.) for a total impact of \$2,748.00 for each employee for the remainder of the budget year.

Action Needed

Approve the career ladder promotions for employees in the Public Utilities – Electric Division

Recommendation

Staff recommends approval of the promotions

Approved: ☒ Town Manager ☐ Town Attorney

Attachments:

1. Staff Report
2. Employee Certifications
3. Approved Career Ladder



Staff Report

Consent	Career
Agenda	Ladder
Item:	Promotion

In keeping with stated Town goals of retaining highly qualified employees, in 2015 the Council approved a career ladder within the Electric Division for employees to advance their career and become a more highly valued employee.

Two employees completed the required training in May of 2026. In accordance with the adopted career ladder, the employees have obtained the necessary experience to achieve this designation.

The employees have followed the career ladder previously approved by the Council and obtained their certifications on June 26, 2026. This career ladder increase will promote the employees from Electric Line Technician to Advanced line Technician.

**

CERTIFICATE *of* COMPLETION

ElectriCities of North Carolina presents this certificate to

For completion of

Level II Apprenticeship Program

Smithfield, NC
June 26, 2026

City Manager



Chief Executive Officer

CERTIFICATE *of* COMPLETION

ElectriCities of North Carolina presents this certificate to

For completion of

Level II Apprenticeship Program

Smithfield, NC
June 26, 2026

City Manager



Chief Executive Officer



**UTILITIES DEPARTMENT CAREER LADDER: ELECTRIC DIVISION
(Formally Adopted October 6, 2015)**

TITLE	PAY GRADE	EXPERIENCE/QUALIFICATION
ELECTRIC DIVISION (2015)		
Electric Line Technician	Pay Grade 15	Beginner
Advanced Lineman	Pay Grade 16	Levels I & II
Journeyman Lineman	Pay Grade 17	Levels III & IV
Electric Line Crew Leader	Pay Grade 18	All levels & 10 years
Electric Distribution Superintendent	Pay Grade 23	10 Years

EXPLANATION OF ELIGIBILITY FOR CAREER LADDER POSITIONS:

Electric Line Technician is the title given to a worker who is coming on board with little experience. This is granted to someone looking to begin their career in the Electric Division. This individual will have no certification and 0-12 months experience. This title has been given the pay grade of 15.

Advanced Lineman is the title given to a worker who is employed with some work experience. This is granted to someone who has advanced through the Electricities Lineman Career Development Training Program and has successfully completed Levels I and II. There is no defined experience required for this title, only the successful completion of the courses and certifications; however, these courses are given over a broad period of time and it is common to complete the first two levels of training in a 36-month time frame. This title has been given the pay grade of 16.

Journeyman Lineman is the title given to a worker who has a good deal of work experience. This is granted to someone who has advanced through the Electricities Lineman Career Development Training Program and has successfully completed Levels III and IV. There is no defined experience required for this title, only the successful completion of the courses and certifications; however, these courses are given over an extended period of time and it is common to get the final two levels completed in a time frame of about 36 months after completion of the first two levels. This title has been given the pay grade of 17.

Electric Line Crew Leader is the title given to a worker who has a superior knowledge in the field and a wealth of work experience. This is granted to someone who has advanced through the Electricities Lineman Career Development Training Program and has successfully completed all levels. This employee should also have at least 10 years of experience working in the electric lineman career field. This title has been given the pay grade of 18.

Electric Distribution Superintendent is the title given to the employee that has managerial responsibility over the Electric Division. This employee must have a mastery of knowledge in the electric field, a wealth of practical knowledge in the field and at least 10 years of experience. This title has been given the pay grade of 23.



Request for Town Council Action

**Consent
Agenda Item:** ANX-26-01
Date: 08/18/2026

Subject: Contiguous Annexation Petition

Department: Planning & Administration

Presented by: Planning Director – Brent Reck & Town Clerk – Elaine Andrews

Presentation: Consent Agenda Item

Issue Statement

E&F Properties have submitted a petition to voluntarily annex 500.8 acres to the Town of Smithfield.

Financial Impact

The annexation will result in the entire developable site to be within the corporate limits.

Action Needed

The Town Council is asked to adopt Resolution No. 816 (22-2026) directing the Town Clerk to investigate the sufficiency of the annexation petition.

Recommendation

Adopt Resolution No. 816 (22-2026)

Approved: ☒ Town Manager ☐ Town Attorney

Attachments:

1. Staff Report
2. Annexation Petition
3. Metes and Bounds
4. Annexation Survey
5. Resolution No. 816 (22-2026)



Staff Report

Consent
Agenda
Item ANX-
26-01

E&F Properties have submitted a petition to voluntarily annex 500.8 acres to the Town of Smithfield.

Per NCGS 160A-31 (c) the Council must pass a resolution directing the Town Clerk to investigate the sufficiency of the petition.

§ 160A-31. Annexation by petition.

(c) Upon receipt of the petition, the municipal governing board shall cause the clerk of the municipality to investigate the sufficiency thereof and to certify the result of the investigation. For petitions received under subsection (b1) or (j) of this section, the clerk shall receive the evidence provided under subsection (l) of this section before certifying the sufficiency of the petition. Upon receipt of the certification, the municipal governing board shall fix a date for a public hearing on the question of annexation, and shall cause notice of the public hearing to be published once in a newspaper having general circulation in the municipality at least 10 days prior to the date of the public hearing; provided, if there be no such paper, the governing board shall have notices posted in three or more public places within the area to be annexed and three or more public places within the municipality.

(d) At the public hearing persons resident or owning property in the area described in the petition and persons resident or owning property in the municipality shall be given an opportunity to be heard. The governing board shall then determine whether the petition meets the requirements of this section. Upon a finding that the petition that was not submitted under subsection (b1) or (j) of this section meets the requirements of this section, the governing board shall have authority to pass an ordinance annexing the territory described in the petition. The governing board shall have authority to make the annexing ordinance effective immediately or on the June 30 after the date of the passage of the ordinance or the June 30 of the following year after the date of passage of the ordinance.

Petition For Voluntary Annexation

Submittal Information

Petitions for annexation are accepted by the Town of Smithfield Planning Department at any time. There is no fee required for submitting an annexation petition. **The annexation will become effective immediately upon adoption of the annexation ordinance at the scheduled public hearing unless notified otherwise by the Town Clerk.**

(The Town of Smithfield reserves the right to make exceptions to this general processing schedule when necessary.)

Summary Information / Metes and Bounds Descriptions

Development Project Name: North Smithfield Office and Industrial Center

Street Address: 2917 Wilsons Mills Rd

Town of Smithfield Subdivision approval # (S- _____), or	Building Permit Transaction # _____, or	Site Plan approval # for multi-family (SP- _____)
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Johnston County Property Identification Number(s) list below

P.I.N.
168500-97-7612

P.I.N.

P.I.N.

P.I.N.
169600-11-0117

P.I.N.

P.I.N.

Acreage of Annexation Site:
500.80 (503.97 with RoW)

Linear Feet of Public Streets within Annexation Boundaries:
TBD

Annexation site is requesting Town of Smithfield: Water ☒ and/or Sewer ☒

Number of proposed dwelling units: N/A

Type of Units:	Single Family <u>N/A</u>	Townhouse <u>N/A</u>	Condo <u>N/A</u>	Apartment <u>N/A</u>
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Building Square Footage of Non-Residential Space: 250,000

Specific proposed use (office, retail, warehouse, school, etc.): Office and warehouse

Projected market value at build-out (land and improvements): \$ \$300 million

Person to contact if there are questions about the petition:

Name: Ben Mathis

Address: PO Box 1797 Clayton, NC 27528

Phone: 919-421-4495

Fax #:

Email:

Petition For Voluntary Annexation Submittal Checklist

Please include all of the following (check off). If any information is missing from the application package, you will be asked to complete the application and re-submit the petition, so please check the list below carefully before you submit:

☒	Electronic Word document of the written metes and bounds must be e-mailed to: stephen.wensman@smithfield-nc.com or micah.woodard@smithfield-nc.com	
☒	Survey or Plat showing above written metes and bounds description of the property to be annexed must be submitted electronically in .pdf format, if possible.	
n/a ☐	Copy of Approved Preliminary Site Plan or Final Site Plan showing Town Permit number	Copy of Subdivision Plat submitted for lot recording approval with Town file number ____ - ____, etc.)
☒	General Annexation Area Data: Linear feet of public streets, total annexation area acreage, number of proposed residential units or square footage of commercial space, type of utility connections involved, specific land uses proposed.	
☒	This application form completed, <u>dated and signed</u> by the property owner(s) and attested submitted by the deadlines noted in section B of this application , page 2.	
Required, but often missing information. Please make sure to include the following:		
☒	Correct Parcel Identification Number(s) (PIN). Call Johnston County Geographic Information Services at 919-989-5153, if there is any question about the parcel identifier. This is very important. Please indicate if the property being requested for	
☒	Owner's Signatures and Date of Signatures. See page 3 of this application. All real property owners must sign the application, and the <u>date of signature MUST be filled in!</u>	
n/a ☐	Corporate Seal for property owned by a corporation.	
☒	<u>Rezoning Application</u> , if the property is currently outside Town of Smithfield.	
☒	Existing and Proposed Zoning	

Petition For Voluntary Annexation Plat Checklist

Please include all of the following (check off). If any information is missing from the annexation plat, you will be asked to revise the map and re-submit for an additional review, so please check the list below carefully before you submit:

☒	Fully dimensioned by metes and bounds, and the location of intersecting boundary lines of the existing town limits, labeled and distinctly marked. Include full right-of-way if the area on both sides is or will be in the corporate limits.
☒	Any utility easements with metes and bounds.
☒	Accurate locations and descriptions of all monuments, markers and control points.
☒	Ultimate right-of-way widths on all streets.
☒	Entitle "ANNEXATION MAP FOR THE TOWN OF SMITHFIELD" OR "SATELLITE ANNEXATION MAP FOR THE TOWN OF SMITHFIELD," as appropriate.
☒	Name of property owner(s).
☒	Name, seal, and registration of Professionally Licensed Surveyor (PLS).
☒	Date of the survey and map preparation; a north arrow indicating whether the index is true magnetic North Carolina grid (NAD 83 of NAD 27) or deed; graphic scale; and declination.
☒	Names of the township, county, and state.
☒	A detailed vicinity map.
☒	Include address of property if assigned.
☒	Show all contiguous or non-contiguous town limits.
☒	The following certification must be placed on the map near a border to allow the map to be sealed: Annexation #
☒	Leave 2 inch by 2-inch space for the county Register of Deeds stamp on the plat. All final plats must be stamped and signed before they can be accepted by the Town.

Petition For Voluntary Annexation

State of North Carolina, County of Johnston, Petition of Annexation of Property to the Town of Smithfield, North Carolina

Part 1 The undersigned, being all the owners of the real property described in this application respectfully request the annexation of said property to the Town of Smithfield, North Carolina. The petitioners understand and agree that all streets and utilities within the annexed area will be constructed and installed by the developer according to the Unified Development Ordinance and any utilities that must be extended to the annexed area are the responsibility of the developers or successive property owners. The property to be annexed is:



Contiguous to the present corporate limits of the Town of Smithfield, North Carolina, or



Not Contiguous to the municipal limits of the Town of Smithfield, North Carolina, not closer to the limits of any other municipality and is located within three miles of the municipal limits of the Town of Smithfield, North Carolina (pursuant to Chapter 989 of the Sessions Law of North Carolina, 1967).

Part 2 NC General Statutes require petitioners of both contiguous and satellite annexations to file a signed statement declaring whether vested rights have been established in accordance with G.S.160A-385.1 or 153A-344.1 for properties subject to the petition.

Do you declare such vested rights for the property subject to this petition? Yes

No

If yes, please submit proof that vested rights have been granted by governing board. I hereby declare that my failure to disclose existence of a vested right terminates any vested right previously acquired for this property.

Print owner name(s) and information

Name E&F Properties INC Phone (919) 989-3281

Address PO Box 1352, Smithfield NC 27577

Print owner name(s) and information

Name _____ Phone _____

Address _____

Print owner name(s) and information

Name _____ Phone _____

Address _____

Received by the Town of Smithfield, North Carolina, this _____ day of _____, 20____, at a Council meeting duly held.

In witness whereof, E & F Properties INC an owner or partnership, caused this instrument to be executed in its name by a member/manager pursuant to authority duly given, this 28 day of July, 2025.

Name of Owner or Partnership: E & F Properties INC
(Printed Name)

Signature of Owner or Partnership: Olivia B Holding
(Signature)

In witness whereof, _____ an owner or partnership, caused this instrument to be executed in its name by a member/manager pursuant to authority duly given, this _____ day of _____, 20____.

Name of Owner or Partnership: _____
(Printed Name)

Signature of Owner or Partnership: _____
(Signature)

In witness whereof, _____ a partnership, caused this instrument to be executed in its name by a member/manager pursuant to authority duly given, this _____ day of _____, 20____.

Name of Owner or Partnership: _____
(Printed Name)

Signature of Owner or Partnership: _____
(Signature)

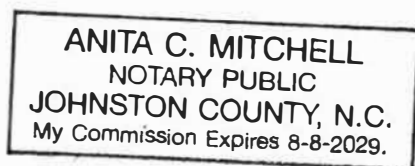
STATE OF NORTH CAROLINA
COUNTY OF JOHNSTON

I, Anita C. Mitchell, a Notary Public in and for said County and State, do hereby certify that

Olivia B Holding (Owner/Applicant) personally appeared before me this day and acknowledged the due execution of the foregoing instrument.

Witness my hand and notarial seal, this the 30th day of July, 2025.

Notary: Anita C. Mitchell
(Printed Name)
Anita C. Mitchell
(Signature)



(SEAL)

County of Commission: Johnston
Commission Expires: 8-8-2029

Legal Description
E&F Properties INC. Total Boundary
Wilson's Mills, Johnston County, North Carolina

Commencing at a point, said point being an iron pipe set along the western right-of-way of Wilson's Mills Road (SR 1913) in Wilson's Mills Township, Johnston County, North Carolina. Said point also described as the southeastern corner of the Kendall L. Beasley property (PN 17K08034B) as recorded in Deed Book 4596 Page 54, Johnston County Registry. Point further described as the northeastern corner of the E&F Properties Inc. property (PN 17K08039A) as recorded in Deed Book 4377 Page 880 and the **POINT OF BEGINNING**. Thence S 05°19'31" E a distance of 481.93 feet to an iron pipe set. Thence across the right-of-way of Lee-Youngblood Road (SR 1917) S 05°19'31" E a distance of 60.49 feet to an iron pipe set. Thence S 05°19'31" E a distance of 280.70 feet to an iron pipe set. Thence with a curve turning to the right with an arc length of 8.31 feet, with a radius of 970.00 feet, with a chord bearing of S 05°04'47" E, with a chord length of 8.31 feet to an iron pipe set. Thence S 04°50'04" E a distance of 346.94 feet to an iron pipe set. Thence S 87°16'00" W a distance of 333.31 feet to an iron pipe set. Thence N 46°44'00" W a distance of 437.75 feet to an iron pipe set. Thence S 87°16'00" W a distance of 255.56 feet to an iron pipe set. Thence along the right-of-way of Lee-Youngblood Road S 08°01'38" W a distance of 85.26 feet to an iron pipe set. Thence with a curve turning to the right with an arc length of 129.82 feet, with a radius of 555.00 feet, with a chord bearing of S 14°43'41" W, with a chord length of 129.52 feet to an iron pipe set. Thence leaving the right-of-way of Lee-Youngblood Road S 04°44'00" E a distance of 855.16 feet to an iron pipe set. Thence N 80°14'00" W a distance of 908.94 feet to an iron pipe set. Thence crossing the right-of-way of Lee-Youngblood Road N 02°34'56" W a distance of 60.13 feet to an iron pipe set. Thence N 88°21'00" W a distance of 56.92 feet to an iron pipe set. Thence with a curve turning to the right with an arc length of 108.23 feet, with a radius of 670.00 feet, with a chord bearing of N 83°43'20" W, with a chord length of 108.11 feet to an iron pipe set. Thence N 79°05'41" W a distance of 1413.95 feet to an iron pipe set. Thence with a curve turning to the left with an arc length of 180.26 feet, with a radius of 95.00 feet, with a chord bearing of S 46°32'46" W, with a chord length of 154.41 feet to an iron pipe set. Thence S 07°48'47" E a distance of 705.69 feet to an iron pipe set. Thence with a curve turning to the left with an arc length of 122.41 feet, with a radius of 330.00 feet, with a chord bearing of S 18°26'24" E, with a chord length of 121.71 feet to an iron pipe set. Thence leaving Lee-Youngblood Road S 61°47'08" W a distance of 46.50 feet to a 1" pipe. Thence S 07°19'19" W a distance of 209.00 feet to an iron pipe set. Thence S 15°50'04" W a distance of 715.43 feet to a bent 1" pipe. Thence S 04°47'17" E a distance of 1009.24 feet to a ¾" pipe. Thence S 04°47'33" E a distance of 769.54 feet to a ¾" pipe. Thence S 04°40'27" E a distance of 48.83 feet to a 2" pipe. Thence along the run of Little Poplar Creek in

a westerly direction S 62°10'21" W a distance of 57.57 feet to a point. Thence S 48°26'21" W a distance of 60.90 feet to a point. Thence N 66°38'34" W a distance of 68.88 feet to a point. Thence S 88°57'57" W a distance of 43.43 feet to a point. Thence N 70°27'44" W a distance of 68.85 feet to a point. Thence S 72°45'40" W a distance of 40.35 feet to a point. Thence S 83°56'17" W a distance of 66.59 feet to a point. Thence S 67°16'10" W a distance of 52.65 feet to a point. Thence N 62°51'35" W a distance of 180.22 feet to a point. Thence N 52°44'09" E a distance of 79.86 feet to a point. Thence N 15°55'16" W a distance of 32.75 feet to a point. Thence N 75°46'45" W a distance of 63.55 feet to a point. Thence S 85°21'18" W a distance of 41.30 feet to a point. Thence N 12°05'29" W a distance of 56.70 feet to a point. Thence N 82°51'46" W a distance of 36.21 feet to a point. Thence S 78°37'28" W a distance of 113.60 feet to a point. Thence S 51°12'27" W a distance of 86.00 feet to a point. Thence S 79°15'42" W a distance of 76.21 feet to a point. Thence S 71°57'01" W a distance of 182.94 feet to a point. Thence N 84°54'00" W a distance of 55.19 feet to a point. Thence N 65°21'45" W a distance of 135.77 feet to a point. Thence N 31°03'01" W a distance of 132.30 feet to a point. Thence N 58°00'33" W a distance of 216.79 feet to a point. Thence N 68°44'06" W a distance of 55.04 feet to a point. Thence N 82°52'39" W a distance of 111.83 feet to a point. Thence N 80°03'59" W a distance of 123.43 feet to a point. Thence N 72°11'18" W a distance of 56.18 feet to a point. Thence N 60°21'40" W a distance of 50.82 feet to a point. Thence N 79°28'10" W a distance of 56.52 feet to a point. Thence N 66°00'57" W a distance of 53.71 feet to a point. Thence N 21°23'07" W a distance of 45.29 feet to a point. Thence N 57°26'32" W a distance of 97.90 feet to a point. Thence S 73°20'08" W a distance of 100.47 feet to a point. Thence S 88°49'45" W a distance of 78.84 feet to a point. Thence N 58°05'47" E a distance of 63.57 feet to a point. Thence N 37°37'23" E a distance of 43.81 feet to a point. Thence N 04°35'17" E a distance of 34.18 feet to a point. Thence N 50°39'04" W a distance of 79.67 feet to a point. Thence N 64°56'06" W a distance of 97.27 feet to a point. Thence N 32°02'51" W a distance of 32.09 feet to a point. Thence N 55°36'37" E a distance of 80.94 feet to a point. Thence N 00°06'11" W a distance of 37.17 feet to a point. Thence N 60°24'28" W a distance of 69.32 feet to a point. Thence N 85°44'15" W a distance of 49.64 feet to a point. Thence S 62°29'48" W a distance of 82.68 feet to a point. Thence N 82°10'35" W a distance of 61.53 feet to a point. Thence N 42°17'42" W a distance of 43.69 feet to a point. Thence N 20°20'17" W a distance of 81.39 feet to a point. Thence N 07°02'19" W a distance of 75.12 feet to a point. Thence N 51°34'16" W a distance of 188.50 feet to a point. Thence N 42°23'56" W a distance of 85.13 feet to a point. Thence N 07°16'29" E a distance of 68.31 feet to a point. Thence N 21°35'07" E a distance of 90.14 feet to a point. Thence N 10°28'20" W a distance of 52.30 feet to a point. Thence N 66°25'58" W a distance of 31.01 feet to a point. Thence S 89°52'29" W a distance of 56.66 feet to a point. Thence S 41°25'47" W a distance of 53.22 feet to a point. Thence S 64°39'41" W a distance of 42.60 feet to a point. Thence N 45°21'15" W a distance of 59.84 feet to a point. Thence N 30°16'28" W a distance of 74.84 feet to a point. Thence N 06°33'25" W

a distance of 51.40 feet to a point. Thence N 28°57'51" W a distance of 90.39 feet to a point. Thence N 40°49'22" W a distance of 55.06 feet to a point. Thence N 22°41'38" W a distance of 95.25 feet to a point. Thence N 27°14'22" E a distance of 32.04 feet to a point. Thence N 56°00'29" E a distance of 96.16 feet to a point. Thence N 08°32'56" E a distance of 36.35 feet to a point. Thence N 24°07'12" W a distance of 41.23 feet to a point. Thence N 80°51'51" W a distance of 98.20 feet to a point. Thence N 42°29'09" W a distance of 36.62 feet to a point. Thence N 00°22'03" W a distance of 114.66 feet to a point. Thence N 50°39'37" W a distance of 35.34 feet to a point. Thence N 25°38'38" W a distance of 14.40 feet to a point. Thence along the run of Big Poplar Creek in a northerly direction N 49°42'12" E a distance of 29.65 feet to a point. Thence S 77°06'00" E a distance of 34.62 feet to a point. Thence S 48°23'17" E a distance of 29.17 feet to a point. Thence N 28°01'17" E a distance of 43.22 feet to a point. Thence N 04°48'06" W a distance of 23.60 feet to a point. Thence N 44°42'06" E a distance of 45.83 feet to a point. Thence N 29°17'37" E a distance of 52.22 feet to a point. Thence S 85°54'05" E a distance of 23.22 feet to a point. Thence S 05°01'17" E a distance of 29.51 feet to a point. Thence S 69°05'52" E a distance of 64.20 feet to a point. Thence N 62°36'23" E a distance of 51.88 feet to a point. Thence S 30°15'25" E a distance of 84.77 feet to a point. Thence S 70°01'23" E a distance of 29.70 feet to a point. Thence N 18°54'36" E a distance of 20.79 feet to a point. Thence N 48°23'57" E a distance of 45.02 feet to a point. Thence S 36°56'01" E a distance of 28.92 feet to a point. Thence S 87°24'50" E a distance of 12.72 feet to a point. Thence N 14°48'50" E a distance of 19.36 feet to a point. Thence N 52°28'21" E a distance of 43.14 feet to a point. Thence N 18°45'55" E a distance of 31.40 feet to a point. Thence N 10°07'10" W a distance of 109.26 feet to a point. Thence N 00°39'21" W a distance of 32.93 feet to a point. Thence N 07°33'03" E a distance of 109.91 feet to a point. Thence N 27°08'28" W a distance of 66.59 feet to a point. Thence N 33°33'56" E a distance of 61.02 feet to a point. Thence N 13°35'42" W a distance of 61.89 feet to a point. Thence N 19°27'22" E a distance of 48.34 feet to a point. Thence N 38°52'01" W a distance of 66.47 feet to a point. Thence N 17°16'16" E a distance of 77.61 feet to a point. Thence N 39°15'20" W a distance of 80.79 feet to a point. Thence N 14°57'41" W a distance of 49.11 feet to a point. Thence N 29°32'25" W a distance of 73.75 feet to a point. Thence N 09°19'40" E a distance of 89.48 feet to a point. Thence N 67°58'44" E a distance of 91.79 feet to a point. Thence N 34°15'14" E a distance of 29.59 feet to a point. Thence N 09°39'46" W a distance of 33.83 feet to a point. Thence N 40°43'38" W a distance of 75.18 feet to a point. Thence N 61°57'41" W a distance of 33.12 feet to a point. Thence N 81°44'52" W a distance of 31.19 feet to a point. Thence S 87°50'56" W a distance of 42.27 feet to a point. Thence N 75°24'32" W a distance of 25.99 feet to a point. Thence N 49°07'36" W a distance of 37.05 feet to a point. Thence N 57°48'35" W a distance of 38.09 feet to a point. Thence N 29°26'14" W a distance of 35.88 feet to a point. Thence N 00°04'04" W a distance of 57.65 feet to a point. Thence N 07°01'51" E a distance of 58.28 feet to a point. Thence N 32°27'51" W a distance of 70.01 feet to a point. Thence

N 58°04'50" W a distance of 84.58 feet to a point. Thence N 49°56'24" W a distance of 62.26 feet to a point. Thence N 16°14'37" W a distance of 56.61 feet to a point. Thence N 00°14'59" W a distance of 23.07 feet to a point. Thence N 43°18'33" E a distance of 51.58 feet to a point. Thence N 26°11'16" E a distance of 27.64 feet to a point. Thence N 51°47'41" E a distance of 61.52 feet to a point. Thence leaving the run of Big Poplar Creek N 52°26'31" W a distance of 28.36 feet to a ½" rebar. Thence N 52°26'31" W a distance of 218.35 feet to a ½" rebar. Thence N 01°42'53" E a distance of 78.71 feet to a 1" pipe. Thence N 01°43'49" E a distance of 211.69 feet to a 1" pipe. Thence N 01°40'55" E a distance of 259.23 feet to a 1" pipe. Thence N 01°42'46" E a distance of 150.53 feet to a 1" pipe. Thence N 01°24'22" E a distance of 528.75 feet to a bent axle. Thence S 89°02'03" E a distance of 1085.54 feet to an iron pipe set. Thence S 88°10'41" E a distance of 1246.67 feet to a 1" pipe. Thence N 00°27'00" E a distance of 2413.24 feet to a 1" pipe. Thence N 89°30'47" E a distance of 1547.49 feet to a concrete monument. Thence S 18°38'49" W a distance of 476.43 feet to a ¾" pipe. Thence S 17°48'26" W a distance of 1273.32 feet to a 2" pipe. Thence S 18°02'24" W a distance of 529.14 feet to a ¾" pipe. Thence S 18°07'54" W a distance of 275.39 feet to a bent axle. Thence N 88°32'11" E a distance of 3457.38 feet to an iron pipe set along the western right-of-way of Wilson's Mills Road and the **POINT OF BEGINNING** and containing 503.977 acres (21953241 square feet).

**TOWN OF SMITHFIELD
RESOLUTION NO. 816 (22-2026)
DIRECTING THE CLERK TO INVESTIGATE AN ANNEXATION PETITION
RECEIVED UNDER G.S. 160A-31**

WHEREAS, a petition requesting annexation of an area described in said petition was received on August 18, 2026 by the Smithfield Town Council; and

WHEREAS, G.S. 160A-31 provides that the sufficiency of the petition shall be investigated by the Town Clerk before further annexation proceedings may take place; and

WHEREAS, the Town Council of the Town of Smithfield deems it advisable to proceed in response to this request for annexation:

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

The Town Clerk is hereby directed to investigate the sufficiency of the above-described petition and to certify as soon as possible to the Town Council the result of her investigation.

Adopted this the 18th day of August, 2026 in Smithfield, North Carolina.

M. Andy Moore, Mayor

ATTEST:

Elaine S. Andrews, Town Clerk



Request for Town Council Action

**Consent
Agenda
Item:**
**Resolution
Adoption**
Date: 08/18/2026

Subject: Resolution Excusing Council Member Absences Due to Medical Circumstances

Department: General Government/ Town Council

Presented by: Interim Town Manager – Kimberly Pickett

Presentation: Consent Agenda Item

Issue Statement

A member of the Town Council has recently undergone significant medical procedures and requires an extended period of recovery. As a result, Councilman Roger Wood will be unable to attend regular, special, recessed, or other meetings of the Town Council during the recovery period.

Financial Impact

There is no financial impact associated with the adoption of this Resolution.

Action Needed

Consider and adopt the attached Resolution formally excusing the Council Member's absences from Town Council meetings during the medically necessary recovery period.

Recommendation

Staff recommends that the Town Council adopt the attached Resolution No. 817 (23-2026) recognizing the Council Member's medical circumstances and excusing meeting absences during the recovery period.

Approved: ☒ Town Manager ☐ Town Attorney

Attachments:

1. Staff Report
2. Resolution No. 817 (23-2026)



Staff Report

Consent Agenda Item:	Resolution Adoption
-------------------------------------	--------------------------------

Councilman Roger Wood has recently undergone significant medical procedures that may prevent attendance at Town Council meetings during the recovery period. The attached Resolution formally excuses any meeting absences related to the Council Member's recovery until regular attendance can resume.

Staff recommends adoption of the Resolution No. 817 (23-2026)

**TOWN OF SMITHFIELD
RESOLUTION NO. 817 (23-2026)**

**RESOLUTION EXCUSING ABSENCES OF COUNCILMAN ROGER WOOD
FROM TOWN COUNCIL MEETINGS**

WHEREAS, Councilman Roger Wood currently serves as a duly elected member of the Town Council of the Town of Smithfield; and

WHEREAS, Councilman Roger Wood has recently undergone significant medical procedures and, as a result, requires an extended period of recovery; and

WHEREAS, during this recovery period, Councilman Roger Wood will be unable to attend regular, special, recessed, or other meetings of the Smithfield Town Council; and

WHEREAS, the Town Council recognizes that these absences are necessary due to medical circumstances and desires to formally excuse such absences during Councilman Roger Wood's period of recovery; and

WHEREAS, the Town Council extends its support and best wishes to Councilman Roger Wood for a continued and successful recovery.

NOW, THEREFORE, BE IT RESOLVED by the Town Council of the Town of Smithfield, North Carolina, that:

Section 1. Any absences of Councilman Roger Wood from meetings of the Smithfield Town Council resulting from his current medical circumstances and recovery are hereby considered excused absences.

Section 2. Such absences shall remain excused for the duration of his medically necessary recovery period or until he is able to resume regular attendance at Town Council meetings.

Section 3. The Town Council finds that these absences are due to circumstances beyond the Councilman Roger Wood's control and shall not be considered unexcused absences for purposes of any Town policy, procedure, or attendance requirement.

Section 4. This Resolution shall become effective immediately upon its adoption.

DULY ADOPTED by the Town Council of the Town of Smithfield, North Carolina, this 18th day of August, 2026.

M. Andy Moore, Mayor

ATTEST:

Elaine S. Andrews, Town Clerk



Request for Town Council Action

Consent Agenda Item: Date:	Resolution to Close out AIA Grant 08/18/2026
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Subject: Accept the Work Performed under the Water AIA Grant
Department: Public Utilities Department
Presented by: Public Utilities Director – Ted Credle
Presentation: Consent Agenda Item

Issue Statement

As part of the closeout requirements for the State-awarded Asset Inventory and Assessment (AIA) Grant, the completed work must be presented to the governing body for formal acceptance. Town Council is required to adopt a Resolution of Acceptance acknowledging completion and acceptance of the grant-funded work.

Financial Impact

There is no financial impact associated with the adoption of this resolution.

Action Needed

Town Council is requested to accept the completed Asset Inventory and Assessment (AIA) Grant work as presented and adopt Resolution No. 818 (24-2026), authorizing the appropriate officials to execute the resolution as required for grant closeout.

Recommendation

Staff recommends that Town Council accept the completed work associated with the Asset Inventory and Assessment (AIA) Grant and adopt Resolution No. 818 (24-2026) to complete the grant closeout requirements.

Approved: ☒ Town Manager ☐ Town Attorney

Attachments:

1. Staff Report
2. Summary of Results
3. Sample of Fire Hydrant & Valve Assessment
4. Map from Updated Water Model
5. Receipt of Sale for Pressure Gauges
6. Table Of Contents form Updated Water Asset Management Plan
7. Resolution No. 818 (24-2026)



Staff Report

Consent Agenda Item:	Approve AIA Grant Work Resolution
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In 2022, the Town applied for and was awarded the North Carolina Division of Environmental Quality (NCDEQ) Clean Water State Revolving Fund (CWSRF) Asset Inventory and Assessment (AIA) grant in the amount of \$150,000.

The intent of this grant was to fund a project that would physically locate the Town's water valves & assess fire hydrants conditions; then incorporate the infrastructure into the Town's official Service Map (GIS). This accurate location would enhance the Town service by reducing service response time.

Further the Town would update the water model in the Town to see where potential issues may arise, plan for future growth and lay out a long-term plan to upgrade the Town's water infrastructure. Now, the work on this project is completed, and the grant is to be closed out. Condition #8 of the grant award indicates that the completed work must be presented to the governing board. This action item, and the included documentation, is that presentation.

Staff is asking the Council to accept the results of the work and sign the enclosed Resolution as proof of acceptance.

**

Summary of Results

AIA Grant for Potable Water

Town of Smithfield AIA-D-0246

In 2021, the Town of Smithfield applied for the North Carolina Department of Environmental Quality (NCDEQ) Division of Water Infrastructure (CWI) Asset Inventory and Assessment (AIA) funding. The intent of this application was to assist the Town in identifying current water distribution needs; as well as, planning for future needs as the Town develops and expands. The aging infrastructure has been the victim of pipe leakage, pressure swings, and service confusion, caused by a lack of knowledge pertaining to valve location and function. The increased water loss was a drain on the Water Fund, and the exact loss was undetermined. With mounting economic pressures, the Town applied for, and was granted, full funding to continue the locating and assessing the Town water distribution system infrastructure; for the purpose of planning effective future Capital Improvement projects.

The specific project proposed to hire a contractor to assess the condition of every fire hydrant and water valve in the Town distribution system. This data would be incorporated into the newly acquired Town GIS database and would give the Town an accurate view of the scope of the infrastructure. It was hoped that a more accurate map would lead to reduced service response time and increased levels of customer service.

Another contractor was hired to model the identified water system to examine variables such as water age, chlorine demand, water pressure, and total flow. All of these indicators yield a composite picture of the health of the water distribution system. This model was then used to form the basis of future projects to show how these projects would affect the variables and create a healthier and more stable distribution system.

Lastly, it was proposed that the Town would purchase water pressure gauges to identify areas of pressure swings, in order to understand “when” and “why” the pressures would be varying. The gauges were acquired and have been assigned to 15 of the lift stations around Town. The reason to choose these locations was simple – there was power & SCADA present at the locations. Also, the locations were spread around the service area to show a good variety of locations.

Recall, the overall goal was to update the Town’s database and revise the Capital Improvement Plan. To this end, the Town’s engineering consultant was charged with using this data to update the Town’s Asset Management Plan and make recommendations regarding the Capital Improvement Plan.

In the fall of 2024, the hired contractor completed the assessment of the Town’s 2,303 valves and 975 fire hydrants. The surveyor used the field data and created a compatible file; which was downloaded into the Town’s GIS database. The Town service map was updated and published on the Town’s website.

Although the Town has surveyed data related to the valves & hydrants, the exact location of much of the piping is still estimated. Unlike sewer, which runs in straight lines between manholes, water lines frequently bend around curves, or make 90-degree turns to cross streets, without any above-ground indication. To clear up ambiguities, the Town used old maps to draw the lines and will use the ground penetrating radar to “truth” the system. The service map will be updated, annually, moving forward.

Throughout 2025, the Town’s engineering consultant used the revised data to model the Town’s water system. The results of the model runs showed where certain areas of the system needed additional connections to move water and decrease water age. The completed report was issued to the Town in the Spring of 2026.

As of 2026, the water model shows a distribution system that needs to upsize certain lines and adapt the Town’s flushing program to more effectively deal with water age & chlorine residual. Other suggested improvements suggest another elevated tank east of I-95, to ensure adequate pressure for the developing area of future growth. The program has led to an update of the Capital Improvement Plan and the Town has already seen reduced water age in most areas, with increased supply to our major customers.



Town of Smithfield Public Utilities
Fire Hydrant Inspection Report

Fire Hydrant ID#:

JCCX

Rating:

1

Location Information

Surveyor:	Date:	Weather:	Customer:	Ground Cover:	Accessible:
George	8-25-22	Sunny	TOS	Ground	Const. fence
Address:		Location:		Additional Notes:	
Jaguar Drive		JCC Engineering Building			

Structure Information

Color:	Above Grade:	Rust:	Angle of Lean:	Date on FH:	Manufacturer:
Red	Flush	No	0°	2021	Amer. Darling
Nut Color:	Bonnet:	Barrel:	Arms:	Nozzle:	Base:
Red	Red	Red	Red	Metal	Red

Pressure & Flow:	Valve:	X-Coordinate:
Not tested – under construction	Not seen	2,199,845.963
Recommendation:	Leakage:	Y-Coordinate:
None	No	639,189.187

Appearance Information

Ground Cover Picture



Defect Picture



Town of Smithfield Public Utilities
Water Valve Assessment Report

Valve ID#: SMD 0994

Rating: 4

Location Information

Surveyor:	Date:	Weather:	Customer:	Ground Cover:	Accessible:
George	7-9-24	Sunny & hot	TOS	grass	Yes
Address:		Location:		Additional Notes:	
454 Country Club Road					

Structure Information

Operable:	Number of Turns:	X-Coordinate:
yes	24	2,181,375.317
Recommendation:	Leakage:	Y-Coordinate:
none	none	626,861.399

Valve ID#: SMD 0372

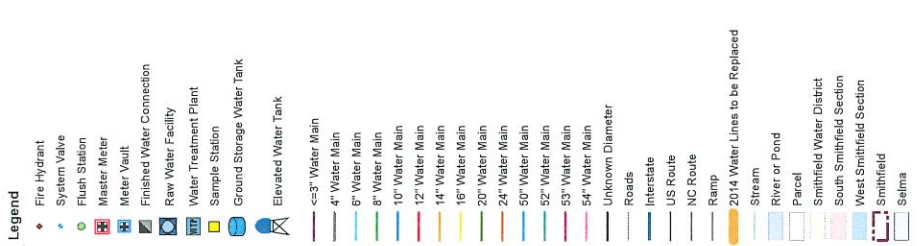
Rating: 4

Location Information

Surveyor:	Date:	Weather:	Customer:	Ground Cover:	Accessible:
George	7-9-24	Sunny & hot	TOS	grass	Yes
Address:		Location:		Additional Notes:	
112 N Lakeside Drive		South of Country Club Rd			

Structure Information

Operable:	Number of Turns:	X-Coordinate:
yes	24	2,181,667.634
Recommendation:	Leakage:	Y-Coordinate:
none	none	627,016.520



1 inch = 1,600 feet



The Woolsten Company makes every effort to produce and publish GIS maps using the most current and accurate information possible, however the maps are solely for planning purposes and are not intended for use in legal proceedings. The maps and other public records are compiled from various sources, including but not limited to, other public records and other information sources. No responsibility is assumed for the accuracy of the information contained on the map. The Woolsten Company assumes no responsibility for the information contained on the maps unless the map is signed and sealed by a licensed Professional Land Surveyor. Please contact the GIS Group at (919) 328-5531 or info@woolstencompany.com for data source information.

**Carolina Technical Services, Inc.**

Post Office Box 268

China Grove, NC 28023

704.202.5576 / 704.625.7425 Fax

Federal ID: 56-2120646

Date	12/9/2022
Proposal #	22D1208

Proposal for
Town of Smithfield PO Box 761 Smithfield, NC 27577

Ship To
SMITHFIELD DISTRIBUTION

Sales Person	DK
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Quantity	Description	Rate	Amount
15	C0-04AD-1 CLICK analog input module, 4-channel, current, 13-bit, input current signal	147.50	2,212.50
1	Lot: Installation, Programming and Startup of above including connection of gauge pressure transmitters and programming of SCADA NOTE: The labor estimate is based upon doing all the sites at the same mobilization time. It is estimated that four sites could be accomplished per day. TERMS If paying by credit card, add 3.5% to total. Net thirty (30) days Price is good for Thirty (30) days. Price is applicable for quantities and terms. Unless otherwise noted above, Tax is not included. Add tax as necessary. Unless otherwise noted above, freight is not included. Freight will be pre-paid and added to the invoice. Unless otherwise noted above, installation is not included. Contact CTS for installation rates. Submittals are not included. If submittals are required they will be priced according to quantity needed. CTS reserves the right to partial bill on total accepted proposals over \$10,000 Unless otherwise noted, retainages are not acceptable. CTS "Conditions of Sale" apply	6,500.00	6,500.00
Total:			\$8,712.50
www.carolinatechnical.com danny@carolinatechnical.com		"A Disabled Veteran Owned Company"	

**Carolina Technical Services, Inc.**

Post Office Box 268
China Grove, NC 28023
704.202.5576 / 704.625.7425 Fax
Federal ID: 56-2120646

Date	12/9/2022
Proposal #	22D1207

Proposal for
Town of Smithfield PO Box 761 Smithfield, NC 27577

Ship To
SMITHFIELD DISTRIBUTION

Sales Person	DK
--------------	----

Quantity	Description	Rate	Amount
15	SPTD25-20-0100H Pressure Transmitter 0 to 100 psig range stainless steel sensing element 4-20 mA analog output 1/4in male NPT process connection 8.5 to 36 VDC operating voltage 4-pin M12 quick-disconnect 23 Ft. Connection Cable TERMS If paying by credit card, add 3.5% to total. Net thirty (30) days Price is good for Thirty (30) days. Price is applicable for quantities and terms. Unless otherwise noted above, Tax is not included. Add tax as necessary. Unless otherwise noted above, freight is not included. Freight will be pre-paid and added to the invoice. Unless otherwise noted above, installation is not included. Contact CTS for installation rates. Submittals are not included. If submittals are required they will be priced according to quantity needed. CTS reserves the right to partial bill on total accepted proposals over \$10,000 Unless otherwise noted, retainages are not acceptable. CTS "Conditions of Sale" apply	140.00	2,100.00
Total:			\$2,100.00
www.carolinatechnical.com danny@carolinatechnical.com		"A Disabled Veteran Owned Company"	

**WATER AND SEWER
ASSET MANAGEMENT PLAN
UPDATE**



**TOWN OF SMITHFIELD
NORTH CAROLINA**

APRIL 2026

Wooten
LICENSE NO.: F-0115
TWC 2698-CI

**WATER AND SEWER
ASSET MANAGEMENT PLAN
UPDATE**

**TOWN OF SMITHFIELD
NORTH CAROLINA**

April 2026



GB Versteeg 04-14-2026

GENEVIEVE B. VERSTEEG, P.E.
PROJECT ENGINEER

**THE WOOTEN COMPANY
120 N. BOYLAN AVENUE
RALEIGH, NORTH CAROLINA 27603
TEL: (919) 828-0531
FAX: (919) 834-3589**

Business License F-0115

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TOWN OF SMITHFIELD
RESOLUTION NO. 818 (24-2026)
BY THE TOWN COUNCIL TO ACCEPT THE NORTH CAROLINA DEPARTMENT
OF ENVIRONMENTAL QUALITY ASSET INVENTORY AND ASSESSMENT GRANT

WHEREAS, the North Carolina General Statutes Chapter 159G has created Asset Inventory and Assessment grants to assist eligible units of government with meeting their water infrastructure needs, and

WHEREAS, the North Carolina Department of Environmental Quality has offered an Asset Inventory and Assessment Grant from its Clean Water State Revolving Fund (CWSRF) in the amount of \$ 150,000.00 to perform asset inventory and assessment work, and

WHEREAS, the Town of Smithfield has completed said project in accordance with the agreed scope of work,

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

That Town of Smithfield does hereby accept the State Reserve Grant offer of \$ 150,000.00.

That the Town Council does hereby give assurance to the North Carolina Department of Environmental Quality that any Conditions or Assurances contained in the Award Offer will be adhered to.

That Kimberly Pickett, Interim Town Manager, and successors so titled, is hereby authorized and directed to furnish such information as the appropriate State agency may request in connection with such application or the project; to make the assurances as contained above; and to execute such other documents as may be required by the Division of Water Infrastructure.

Adopted this the 18th day of August, 2026 at the Town Hall Council Chambers in Smithfield, North Carolina.

M. Andy Moore, Mayor

ATTEST:

Elaine S. Andrews, Town Clerk

Date:



Request for Town Council Action

**Consent
Agenda
Item:** PEG Media
Partnership
Date: 08/18/2026

Subject: PEG Media Partnership
Department: General Government
Presented by: Interim Town Manager- Kimberly Pickett & Marketing & Communications Specialist – Brian Eaves
Presentation: Consent Agenda

Issue Statement

Consider adoption of a resolution requesting membership in PEG Media Partnership and authorization for the Interim Town Manager to execute the PEG Media Interlocal Agreement on behalf of the Town of Smithfield.

Financial Impact

By joining the PEG Media Partners, Smithfield would receive \$37,500 annually in PEG funding, an increase of \$12,500 over the Town's current funding.

Action Needed

The Town Council is asked to adopt Resolution No. 819 (25-2026) formally requesting membership into the PEG Media Partnership. Upon approval of the resolution and acceptance of the Town's membership, staff is also requesting that the Town Council authorize the Interim Town Manager to execute the interlocal agreement and any related documents necessary to complete the Town's participation in the partnership.

Recommendation

Staff recommends approval of the request.

Approved: ☒ Town Manager ☐ Town Attorney

Attachments:

1. Staff Report
2. PEG Media Partnership Information
3. Sample PEG Interlocal Agreement
4. Resolution No. 819 (25-2026)



STAFF REPORT

Consent	PEG
Agenda	Interlocal
Item:	Agreement
Date:	08/18/2026

The Town of Smithfield currently operates a Public, Educational, and Governmental (PEG) access channel to provide local government programming and information to Smithfield residents. The Town currently receives approximately \$25,000 annually in PEG Channel Supplemental Support funding from the State of North Carolina.

Staff has been working with PEG Media Partnership regarding the Town becoming a member of the organization. PEG Media Partnership is a 501(c)(3) nonprofit organization established by participating municipalities to jointly fund and operate PEG channels and maximize available state PEG funding. Current member municipalities include the Towns of Archer Lodge, Clayton, Garner, Knightdale, Rolesville, Wendell, and Zebulon.

Membership in PEG Media Partnership would provide the Town of Smithfield with access to an additional public access channel and increase the Town's annual PEG funding from approximately \$25,000 to \$37,500, representing an increase of approximately \$12,500 per year.

Under the interlocal agreement, participating municipalities jointly support PEG Media Partnership and certify qualifying PEG channels with the State of North Carolina. PEG funds received by participating municipalities are transferred to PEG Media Partnership and used for the operation and support of the PEG channels. The agreement also provides each participating municipality with representation in the governance of the organization.

To become a member of PEG Media Partnership, the Town Council must adopt a resolution formally requesting membership in the organization. Upon approval of the resolution and acceptance of the Town's membership, staff is also requesting that the Town Council authorize the Interim Town Manager to execute the interlocal agreement and any related documents necessary to complete the Town's participation in the partnership.

The initial term of the interlocal agreement is five years and will automatically renew for an additional five-year term unless otherwise terminated in accordance with the agreement. A participating municipality may withdraw from the partnership by providing at least 180 days' written notice prior to the proposed withdrawal date.

ABOUT PEG MEDIA PARTNERS

PEG Media Partners is a 501(c)(3) non-profit organization formed through an interlocal agreement among seven towns in Wake and Johnston counties:

- Archer Lodge
- Clayton
- Garner
- Knightdale
- Rolesville
- Wendell
- Zebulon

The Board of Directors is composed of the town managers from each participating municipality. In some cases, this responsibility is delegated to another town official, such as a communications director. The Board meets quarterly and is responsible for hiring the Studio Director, approving the annual budget, and establishing operating policies and procedures.

Channels Operated

PEG Media Partners currently operates five community access cable channels on the Spectrum Cable system:

Government Channels:

- East Wake Television
- Clayton TV
- Garner WTOG

Public Access Channel:

- Wake-Johnston Public Television

Educational Channel:

- Triangle East Education Channel

Our mission is to operate these channels on behalf of our municipal partners. This includes managing the studio, maintaining the necessary production and broadcast equipment, working with Spectrum Cable, and coordinating with the North Carolina Department of Revenue.

We also employ production staff to create original content for East Wake Television and partially fund town staff responsible for content on Clayton TV and Garner WTOG.

PEG Media purchases and maintains boardroom camera systems and switching equipment for our partners. We also offer up to a 50% reimbursement for audio system upgrades in partner boardrooms.

PEG Channel Compliance

Each participating town meets the requirements of a PEG (Public, Educational, Government) channel operator under §105-164.44I by:

- Producing and airing local programming, such as Board of Commissioners meetings.
- Providing facilities for the production and playback of PEG content.

Membership in PEG Media Partners includes shared ownership of the studio, a central facility used to create and distribute programming across our five channels.

Each town qualifies for funding for three channels - government, education, and public - and receives three shares of state-shared revenue. This currently equates to approximately \$75,000 per town annually. These funds are received by each municipality and transferred to PEG Media Partners to support operations, equipment, and boardroom production systems.

If your town operates its own government channel, you retain half of those funds (about \$37,500) to support local content production.

Equipment & Technical Operations

PEG Media uses Cablecast VIO video servers to manage broadcast automation and currently has capacity for one additional channel:

<https://www.cablecast.tv/automation-collection/cablecast-vio-4>

We also use Cablecast VIO Lite CG Servers to display community bulletin boards when video content is not airing:

<https://www.cablecast.tv/automation-collection/cablecast-vio-lite-cg-server>

Content for Wake-Johnston Public Television and the Triangle East Education Channel is managed by our studio staff. Staff in Clayton and Garner can remotely upload and schedule content for their channels using these servers, all of which were purchased in FY2025.

Boardroom Production Systems

Our standard boardroom setup includes:

- Vizrt TriCaster 1 Pro switcher
- Four Vizrt PTZ3 PLUS high-definition pan-tilt-zoom cameras

PEG Media purchases and maintains this equipment, while towns are responsible for operating it during meetings. Training is provided by our staff.

<https://www.vizrt.com/government/>

Contact

Gary McConkey

Studio Director

954 Steeple Square Court

Knightdale, NC 27545

Phone: 919-868-5598

Email: Gary.McConkey@ewtv.org

(Retired Town Manager of Knightdale)

TOWN OF SMITHFIELD
RESOLUTION NO. 819 (25-2026) REQUESTING MEMBERSHIP IN PEG MEDIA
PARTNERSHIP AND AUTHORIZING EXECUTION OF AN INTERLOCAL
AGREEMENT

WHEREAS, the Town of Smithfield currently operates a Public, Educational, and Governmental (PEG) access channel to provide local government programming and information to the citizens of Smithfield; and

WHEREAS, the Town currently receives PEG Channel Supplemental Support funding from the State of North Carolina to assist with the operation and support of its PEG programming; and

WHEREAS, PEG Media Partnership is a nonprofit organization established by participating municipalities for the joint administration, funding, operation, and support of PEG channels and to maximize available PEG funding; and

WHEREAS, participation in PEG Media Partnership would provide the Town of Smithfield with access to an additional public access channel and is anticipated to increase annual PEG funding available for eligible PEG purposes; and

WHEREAS, the Town Council finds that membership in PEG Media Partnership will further the Town's ability to provide governmental and public programming and information to its citizens; and

WHEREAS, participation requires the Town of Smithfield to enter into an Interlocal Agreement with the other participating municipalities governing the administration, funding, operation, and oversight of PEG Media Partnership; and

WHEREAS, the Town Council desires to formally request that the Town of Smithfield be accepted as a participating member of PEG Media Partnership and, upon acceptance, authorize execution of the applicable Interlocal Agreement.

NOW, THEREFORE, BE IT RESOLVED BY THE TOWN COUNCIL OF THE TOWN OF SMITHFIELD, NORTH CAROLINA, THAT:

Section 1. The Town Council hereby formally requests that the Town of Smithfield be accepted as a participating member of PEG Media Partnership.

Section 2. Upon acceptance of the Town of Smithfield as a member of PEG Media Partnership, the Town Council hereby approves the Town's participation in the PEG Media Interlocal Agreement.

Section 3. The Interim Town Manager is hereby authorized to execute the PEG Media Interlocal Agreement on behalf of the Town of Smithfield, together with any related documents reasonably necessary to effectuate the Town's membership and participation, subject to review as to form and legal sufficiency by the Town Attorney.

Section 4. The appropriate Town officials and staff are authorized to take such additional actions as may be reasonably necessary to implement this Resolution and the Town's participation in PEG Media Partnership.

Section 5. This Resolution shall become effective immediately upon its adoption.

Adopted this 18th day of August, 2026.

M. Andy Moore, Mayor

ATTEST:

Elaine S. Andrews, Town Clerk



Request for Town Council Action

Consent
Agenda
Item:

Approval
of
Cellebrite
Purchase
& Training

Date: 08/18/2026

Subject: Police Department purchase of Cellebrite Digital Intelligence Equipment & Training

Department: Police Department

Presented by: Chief of Police – Peter Hedrick

Presentation: Consent Agenda Item

Issue Statement

The Police Chief is requesting Town Council approval to purchase Cellebrite Digital Intelligence equipment and to authorize funding for the training and certification of two Police Department officers in the operation and use of the equipment.

Financial Impact

Funding for this purchase is available from the following sources:

- FY 2026–2027 Approved Budget: \$15,000.00
- Equitable Sharing Program Funds: \$10,690.00
- Total Available Funding: \$25,690.00

The total funding will be used toward the purchase of the Cellebrite Digital Intelligence equipment and the associated training and certification expenses for two officers.

Action Needed

Town Council is requested to consider and approve the purchase of Cellebrite Digital Intelligence equipment and authorize the training and certification of two Police Department officers.

Recommendation

Staff recommends that Town Council approve the purchase of Cellebrite Digital Intelligence equipment, authorize the training and certification of two Police Department officers, and approve the expenditure of the associated funds as presented.

Approved: ☒ Town Manager ☐ Town Attorney

Attachments:

1. Staff Report
2. Quote



Staff Report

**Consent
Agenda
Item:** **Approval of
Cellebrite
Purchase &
Training**

The Police Chief is requesting the purchase of Cellebrite equipment using the funds budgeted for FY 2026-2027 of \$15,000.00 for Cellebrite Digital Intelligence Equipment.

The remaining purchase funds of \$10,690.00 will be moved from the Equitable Sharing Program budget line item: 10-20-3300-3380-0001. These funds will be used for training two officers in an operator certification program that will allow the officers to testify in court on how the Cellebrite equipment collects data, how it is stored and use the information in criminal court cases once it is collected.

The total amount of the Cellebrite equipment and the two-week training courses, to have two officers certified in the equipment's operation will be \$25,690.00.

Explanation of the Equitable Sharing Program:

The Department of Justice's (Justice) Asset Forfeiture Program encompasses the seizure, forfeiture, and disposition of assets that represent the proceeds of, or were used to facilitate, federal crimes. The Attorney General exercises statutory authority to manage the Program. See 28 U.S.C. § 524(c)(1) (establishing the Justice Assets Forfeiture Fund (AFF), managed by the Attorney General). The Asset Forfeiture Program has four primary goals:

1. To punish and deter criminal activity by depriving criminals of property used in or acquired through illegal activities.
2. To promote and enhance cooperation among federal, state, local, tribal, and foreign law enforcement agencies.
3. To recover assets that may be used to compensate victims when authorized under federal law.
4. To ensure the Program is administered professionally, lawfully, and in a manner consistent with sound public policy

One of the ancillary benefits of asset forfeiture is the potential to share federal forfeiture proceeds in appropriate cases with cooperating state, local, and tribal law enforcement agencies through equitable sharing. The Program enhances cooperation among federal, state, local, and tribal law enforcement by providing valuable additional resources to state, local, and tribal law enforcement agencies assisting with investigations into federal laws (such as narcotics related crimes). However, the Program is designed to supplement and enhance, not supplant, appropriated agency resources.

Cellebrite Inc.
1861 International Drive, 3rd Floor
McLean VA 22102

Tel. +1 800 942 3415
Fax. +1 201 848 9982
Tax ID#: 22-3770059
DUNS: 033095568
CAGE: 4C9Q7
Company Website:
<http://www.cellebrite.com>

Quote

Quote#: Q-498703-1
Date: Feb 13, 2026

Billing Information
Smithfield Police Department
110 S 5th St
Smithfield, North Carolina 27577
United States

Delivery Information
Smithfield Police Department
110 S 5th St
Smithfield, NC 27577
United States

Contact: David Tyndall
Phone: 9199342121

Contact: David Tyndall
Phone: 9199342121

Wire To:
Bank Routing Number:

Account Number:

Account Name: Cellebrite Inc.

Check Remittance (Only for NA):
Cellebrite Inc. ,
PO BOX 23551
New York, NY, 10087-3551

End Customer: Smithfield Police Department (NC)
Click [here](#) to process with Credit Card payment
By clicking the link above and accepting this quote,
You are expressing your agreement and compliance to and with the terms contained on this quote.

Customer ID	Good Through	Payment Terms	Currency	Sales Rep
SF-00081248	Jun 30, 2026	Net 30	USD	Liam Walsh

#	Product Code	Product Name	Qty	Start Date	End Date	Net Price/Unit	Net Price
1	B-CNR-05-001	Inseyets Online Pro	1	Jun 08, 2026	Jun 07, 2027	9,250.00	9,250.00
2	S-UFD-20-003	Inseyets Pro UFED Subscription	1	Jun 08, 2026	Jun 07, 2027		
3	S-UFD-20-006	Inseyets Pro PA Subscription	1	Jun 08, 2026	Jun 07, 2027		
4	F-KAS-00-001	UFED Dongle Kit	1				
5	F-KAS-05-000	Inseyets Kit	1				
6	S-UFD-04-059	Smart Translator (3 languages translation Promotion)	1	Jun 08, 2026	Jun 07, 2027		
7	U-AIS-05-001	2 Promotional Unlocks for Inseyets	1	Jun 08, 2026	Jun 07, 2027		
8	B-TRN-03-040	In-Person/Virtual CCO+CCPA Inseyets (5 days)	2	Jun 23, 2026	Jun 22, 2027	1,241.28	2,482.56
9	U-TRN-02-118	In-Person/Virtual (CCO) - Cellebrite Certified Operator Inseyets (2 days)	2	Jun 23, 2026	Jun 22, 2027		
10	U-TRN-02-119	In-Person/Virtual (CCPA) - Certified Physical Analyst Inseyets (3 days)	2	Jun 23, 2026	Jun 22, 2027		
11	S-AIS-20-001	Inseyets Online Limited Unlocks subscription	40	Jun 08, 2026	Jun 07, 2027	310.00	12,400.00

SubTotal	USD 24,132.56
Shipping & Handling	USD 89.99
Sales Tax	USD 1,467.45
Total	USD 25,690.00

Comments:

Terms and Conditions:

- This Quote/Proforma Invoice/Tax Invoice, together with the terms and conditions and license agreement listed below that are incorporated by reference to this Quote/Proforma Invoice (together, the "Agreement"), constitute an offer by Cellebrite. By signing this Quote/Proforma Invoice, issuing a purchase order (or other ordering document) in connection with this Quote/Proforma Invoice, or downloading and/or using the products identified in this Quote/Proforma Invoice/Tax Invoice, the customer agrees to be bound by the terms of this Agreement. Any additional or different terms or conditions contained in any customer document, purchase order or other ordering document will not be binding upon Cellebrite unless expressly accepted in a document signed by a Cellebrite authorized signatory.
- Quote is subject to regulatory approval.

- Freight Terms: FCA (NJ)
- General: The following terms shall apply to any product at <http://legal.cellebrite.com/us/index.html>
- EULA: All Cellebrite Software is licensed subject to the end user license agreement available at <https://legal.cellebrite.com/End-User-License-Agreement.html>
- Advanced Services (CAS): The following terms apply to Cellebrite Advanced Services at <https://legal.cellebrite.com/CB-us-us/index.html>
- Premium and Inseyets Unlocks: The following terms shall apply only to Cellebrite Premium and Inseyets Unlocks at <http://legal.cellebrite.com/intl/PremiumUS.htm>
- Pathfinder: The following terms apply to Cellebrite Pathfinder at <https://legal.cellebrite.com/PF-Addendum.htm>
- Training Services: The following terms apply to Cellebrite Training Services at <http://legal.cellebrite.com/intl/Training.htm>
- SaaS: The following terms apply to Cellebrite SaaS Services at <https://legal.cellebrite.com/SaaS.htm>
- Endpoint SaaS: The following terms apply to Cellebrite Cellebrite Endpoint SaaS at <https://legal.cellebrite.com/Endpoint-SAAS.html>

In the event of any dispute as to which terms apply, Cellebrite shall have the right to reasonably determine which terms apply to a given purchase order.
Please indicate the invoice number when remitting payment

*SALES TAX DISCLAIMER: Cellebrite Inc. is required to collect Sales and Use Tax for purchases made from the following certain U.S. States. Orders are accepted with the understanding that such taxes and charges shall be added, as required by law. Where applicable, Cellebrite Inc. will charge sales tax unless you have a valid sales tax exemption certificate on file with Cellebrite Inc. Cellebrite Inc. will not refund tax amounts collected in the event a valid sales tax certificate is not provided. If you are exempt from sales tax, you must provide us with your sales tax exempt number and fax a copy of your sales tax exempt certificate to Cellebrite Inc.
Please include the following information on your PO for Cellebrite UFED purchase:
- Please include the ORIGINAL QUOTE NUMBER (For example - Q-XXXXX) on your PO
- CONTACT NAME & NUMBER of individual purchasing and bill to address
- E-MAIL ADDRESS of END USER for monthly software update as this is critical for future functionality

I, the undersigned, hereby confirm that I am authorized to sign this Quote/Proforma Invoice on behalf the customer identified above, and I hereby approve that my signature is legally binding upon the customer identified above.

Customer Name: Smithfield Police Department (NC)

Signature: _____

Name (Print): _____

Effective Date: _____/_____/_____

Title: _____

Please sign and email to Liam Walsh at liam.walsh@cellebrite.com



Request for Town Council Action

Consent Agenda Item:	Contract Amendment
Date:	08/18/2026

Subject: Amend Contract with the Wooten Company for I-95 Sewer Crossing (Phase I) Engineering Services

Department: Public Utilities – Water/ Sewer Division

Presented by: Public Utilities Director - Ted Credle

Presentation: Consent Agenda Item

Issue Statement

In 2022, the Town was awarded American Rescue Plan funds to assist with the improvements for the gravity sewer that crosses under I-95 and serves the east side of the interstate. Since construction is set to move forward, the Town would like to amend the existing contract with the Engineering firm to include construction phase services. These services include construction observation, administration of field issues, approvals of contractor pay applications, creation of as-built plans and the certification of the project as required by the NCDEQ.

Financial Impact

The expense to cover these services (\$121,800) will come from the ARPA grant of \$1,500,000; as well as, Town funds which were budgeted over the course of multiple years, for a total project budget of \$1,992,614.00. The project fund line is 45-71-7220-5700-7432.

Action Needed

Approve the proposed amendment with The Wooten Company, as recommended by staff, and authorize the Interim Town Manager to execute the proposed amendment

Recommendation

Staff recommends the approval of The Wooten Company as the consultant and authorize the Interim Town Manager to execute the amendment

Approved: ☒ Town Manager ☐ Town Attorney

Attachments:

1. Staff Report
2. Proposed Amendment



Staff Report

**Consent
Agenda
Item:** **Award of
Contract**

In August of 2022, the Town was awarded American Rescue Plan funds to assist with the improvements for the gravity sewer that crosses under I-95 and serves the east side of the interstate. This enlargement of the crossing is necessary so the Town can serve whatever may develop east of I-95, along the US-70 corridor and along Mallard Road. Engineering services were acquired, plans were designed, permitted, and approved. Since construction is set to move forward, the Town would like to amend the contract with the Engineering firm to include construction phase services. These services include construction observation, administration of field issues, approvals of contractor pay applications, creation of as-built plans and the certification of the project as required by the NCDEQ.

To meet this requirement, the Town seeks further engage the consultant, as such an undertaking is beyond the scope, manpower and expertise of Town staff. The consultant already engaged by the Town has submitted an amendment to complete the project.

Staff is asking the Council to approve the recommended contract amendment and authorize the Interim Town Manager to execute the amendment for engineering consulting services, not to exceed \$121,800.00.

**

AMENDMENT NO. 1
TO THE
ENGINEERING SERVICES AGREEMENT
BETWEEN
THE TOWN OF SMITHFIELD
AND
THE WOOTEN COMPANY
DATED
JUNE 16, 2022
TWC PROJECT NO. 2698-CF

The following Amendment shall become a part of the Contract Agreement.

1. SCOPE OF WORK

The initial agreement dated June 16, 2022 covered The Wooten Company's (TWC) services from design through bidding & negotiation. This amendment provides TWC services through the construction phase including Construction Administration and Construction Observation. Tasks include:

CONSTRUCTION CONTRACT ADMINISTRATION

- a) The Construction Period is estimated to be 8 months.
- b) Prior to the start of construction, the Engineer will assist the Owner in preparing an agenda and conducting a preconstruction conference.
- c) Review and approve, for conformance with the design concept, any necessary shop and working drawings furnished by contractor. Furnish the Owner with a complete set of shop drawings upon completion of construction.
- d) Interpret the intent of the drawings and specifications to protect the Owner against defects and deficiencies in construction on the part of the contractors. The Engineer will not, however, guarantee the performance by any contractor.
- e) Establish baselines for locating the main components to be constructed. The contractor will be responsible for providing any day-to-day construction staking that may be required.
- f) Provide general Engineering review of the work of the contractor as construction progresses and hold monthly progress conferences to ascertain that the contractor is conforming to the design concept and construction schedule.
- g) Coordinate and work closely with the Owner and appropriate regulatory agencies during construction.
- h) Review the contractor's application for progress and final payment, and when approved, submit same to the Owner for payment.
- i) As necessary, prepare change orders and revise the contract documents for approval by the Owner and others on a timely basis.
- j) Perform substantial and final completion walk-throughs with Owner and Contractor, including the pump station startup, complete construction contract closeout documentation, submit necessary certifications to Federal/State agencies, and prepare final partial payment request for Owner to closeout project with the Contractor.

- k) The Engineer will provide the Owner with one (1) printed set and a PDF of the record drawings. Such drawings will be based upon construction records provided by the contractor during construction and reviewed by the construction observer.

CONSTRUCTION OBSERVATION

- a) After award of the contract(s), the Engineer will provide part-time observation of the construction on the project during periods of significant construction work being performed and at other times will provide periodic observation of the work as appropriate to the state of construction. The Construction Administrator will make visits to the job site periodically to observe the progress of the work and consult with the Owner and the observer.
- b) The construction observer's estimated number of work days on the project is as follows:
- a. During installation of gravity sewer installation, 24 hours per week for an estimated 10 weeks.
 - b. During pump station installation, 4 hours per week for an estimate 16 weeks.
- c) The construction observer shall observe materials and finished workmanship, check all layouts of work, keep the necessary or required records of inspection, review estimates for payment to contractors and make reports to the project Engineer, and provide liaison between the Engineer and the Owner.
- d) Engineer will submit observation reports to the Owner on a regular basis.
- e) Engineer will make a final observation of all construction and provide a written certification of final observation to the Owner and the required regulatory agencies.

2. PAYMENT MODIFICATION

The fees for this contract will be amended as follows:

Description	Payment Method	Original Fee	This Amendment	Total Fee
Topographic and Property Surveying	Lump Sum	\$11,600.00	---	\$11,600.00
Preliminary / Final Design & Permitting	Lump Sum	\$69,800.00	---	\$69,800.00
Bidding / Negotiation	Lump Sum	\$7,000.00	---	\$7,000.00
Construction Administration	Lump Sum	---	\$65,100.00	\$65,100.00
Construction Observation	Hourly (Est.)	---	\$56,700.00	\$56,700.00
Easement Mapping	Hourly (Est.)	\$7,500.00	---	\$7,500.00
Geotechnical Investigation	Hourly (Est.)	\$8,800.00	---	\$8,800.00
Total Project Fee		\$104,700.00	\$121,800.00	\$226,500.00

3. SIGNATURES

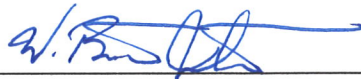
IN WITNESS WHEREOF, the parties hereto have executed, or caused to be executed by duly authorized officials, this Agreement in duplicate on the respective dates indicated below.

TOWN OF SMITHFIELD

**LE WOOTEN & COMPANY dba
THE WOOTEN COMPANY**

Kimberly Pickett
Interim Town Manager

Date

 7/7/26
W. Brian Johnson, PE
Vice President

Date

PRE-AUDITED STATEMENT

This instrument has been pre-audited in a manner required by the Local Government Budget and Fiscal Control Act.

Print Name: _____

Title: **Finance Officer**

By (Signature): _____

Date Signed: _____



Request for Town Council Action

**Consent
Agenda
Item:** **Advisory
Board
Appointments**

Date: 08/18/2026

Subject: Advisory Board Appointments
Department: General Government
Presented by: Town Clerk – Elaine Andrews
Presentation: Consent Agenda Item

Issue Statement

The Town Council is asked to consider an appointment to the Planning Board and to the Appearance Commission

Financial Impact

All Planning Board members are compensated \$50.00 per month. The funds are budgeted in the Planning Department's annual budget.

Action Needed

The Town Council is asked to consider a first term Planning Board (ETJ) appointment for Kellie Youngblood, and a first term Appearance Commission appointment for Amy Plant-Perdue.

Recommendation

Staff recommends consideration of Board appointments.

Approved: ☒ Town Manager ☐ Town Attorney

Attachments:

1. Staff Report
2. Board Applications



Staff Report

Consent	Advisory
Agenda	Board
Item:	Appointments

Board Appointment Consideration:

Planning Board:

The Town of Smithfield's Planning Board has three (3) vacancies. One Regular Alternate vacancy, one Regular ETJ vacancy and one Alternate ETJ vacancy. The following ETJ resident has submitted an application to be considered for a first-term appointment:

- Kellie B. Youngblood

Appearance Commission:

The Town of Smithfield's Appearance Commission has two (2) vacancies. The following resident has submitted an application to be considered for a first-term appointment:

- Amy Plant-Perdue

Current regular Advisory Board vacancies are as follows:

- Appearance Commission – 2 vacancies
- Planning Board - 1 Regular Alternate vacancy
1 Regular ETJ vacancy
1 ETJ Alternate vacancy
- Board of Adjustment – 1 Regular Alternate vacancy
1 ETJ Alternate vacancy
- Historic Preservation Commission – No regular member vacancies
- Parks and Recreation Advisory Commission – 1 vacancy/1 High School Liaison

Elaine Andrews

From: noreply@smithfield-nc.com
Sent: Monday, June 8, 2026 10:28 AM
To: Elaine Andrews

Follow Up Flag: Follow up
Flag Status: Flagged

Name (Last, First, Middle Initial):
Youngblood, Kellie, B

Home Address:
301 Lee Youngblood Loop Road

Business Name & Address:
Get Results Realty 301 Lee Youngblood Loop Road Smithfield, NC 27577

Home Telephone:
9192441850

Mobile Telephone:
9192448150

Email:
Kelliew500@aol.com

Board which you are submitting an application:
Planning Board (ETJ Resident)

Interests and Skills:

Skills: * Over 30 years of real estate experience with knowledge of property values, land use, housing trends, and community development. * Strong understanding of residential and commercial real estate markets. * Experience working with property owners, developers, businesses, and local residents. * Knowledge of Smithfield's neighborhoods, history, and growth patterns as a lifelong resident. * Strong communication and relationship-building skills. * Ability to evaluate development proposals from both community and economic perspectives. * Commitment to balancing growth while preserving Smithfield's character and heritage. Interests: * Downtown revitalization and economic development. * Supporting local businesses and attracting new investment. * Historic preservation and enhancement of Smithfield's unique character. * Thoughtful growth and redevelopment that benefits residents and visitors. * Improving walkability, beautification, and quality of life in downtown Smithfield. * Encouraging housing and mixed-use development that strengthens the local economy. * Long-range planning that prepares Smithfield for future growth while protecting its small-town identity. * Community engagement and ensuring residents have a voice in development decisions.

Recent Job Experiences:

* Over 20 years of experience as a North Carolina Real Estate Broker, Broker-in-Charge, and business

owner with extensive knowledge of residential and commercial property markets, land use, development trends, and community growth. * Experience evaluating property values, market conditions, redevelopment opportunities, and the economic impact of development decisions. * Strong background in economic development through service with the North Carolina Department of Commerce, working directly with state leadership, government agencies, and business stakeholders. * Proven leadership experience managing businesses, employees, budgets, strategic planning initiatives, and complex projects. * Extensive experience building consensus among diverse stakeholders and facilitating productive discussions. * Strong communication, analytical, and problem-solving skills developed through executive administration, sales, marketing, customer service, and public engagement roles. * Experience serving on nonprofit and educational boards, providing governance, strategic direction, and community leadership. * Lifelong knowledge of Smithfield, its history, neighborhoods, businesses, and growth opportunities.

Civic or Service Organization Experience:

Board of Directors for the Apex Educational Foundation Board Member for the Triangle Chapter of the American Red Cross

Previous Town Board Experience:

While I do not have formal planning experience, I have a strong interest in local government and community development. I am willing to learn applicable regulations and planning principles, attend meetings regularly, and make informed decisions in the best interest of the town.

Current Board/Committee Service:

N/A

Why are you interested in serving on this Board/Commission/Committee?

I grew up in Smithfield and care deeply about its future. Throughout my career as a business owner, Realtor, executive assistant to the North Carolina Secretary of Commerce, and community volunteer, I have gained valuable experience in economic development, property markets, strategic planning, and community engagement. I would like to use that experience to help guide Smithfield's growth in a way that strengthens our local economy while preserving the character and heritage that make our town special. I am particularly interested in helping revitalize downtown Smithfield by encouraging thoughtful redevelopment, supporting local businesses, attracting new investment, and creating opportunities that benefit residents, visitors, and future generations. I believe my professional experience, leadership background, and lifelong connection to Smithfield would allow me to make a meaningful contribution to the Planning and Zoning Board.

Has any formal charge of professional misconduct, criminal misdemeanor or felony ever been filed against you in any jurisdiction?

NO

If "YES" to above question, please explain in the box below:

Is there any conflict of interest or other matter that would create problems or prevent you from fairly and impartially discharging your duties as an appointee of the Smithfield Town Council?

NO

If "YES" to above question, please explain in the box below:

I am currently a retired realtor.

I understand this application is public record and I certify that the facts contained in this application are true and correct to the best of my knowledge. I authorize and consent to background checks and to the investigation and verification of all statements contained herein as deemed appropriate and if necessary. I further authorize all information concerning my qualifications to be investigated and release all parties from all liability for any damages that may result from this investigation. I understand and agree that any misstatement may be cause for my removal from any Board/Commission/Committee. I understand regular attendance to any Council Board/Commission/Committee is important and, accordingly, I further understand that if my attendance is less than the standards established for any such body that this is cause for removal. Lacking any written standards for attendance by any Board/Commission/Committee, it is expected that I will attend at least 75% of all meetings during any one calendar year to maintain my seat on any Board/Commission/Committee to which I may be appointed. This form will remain on file in the Office of the Town Clerk and requests for updates will be sought prior to any consideration for reappointment (or future appointment) to any Board/Commission/Committee.

Kellie Brown Youngblood

***** Email Details *****

From IP address: 71.217.76.52

Submitted date: 6/8/2026 9:27:35 AM ID: 1598



Town of Smithfield
Board, Commission, or Committee
Application

Name: PLANT-PERDUE AMY D
(Last) (First) (MI)
Home Address: 302 E. CHURCH ST. SMITHFIELD
Business Name & Address: PLUME EVENTS / ROSE STREET LIVING; "
Telephone Numbers: _____ 919.740.0719 info@plumeevents.com
(Home) (Mobile) (Email)

Please check the Board(s) that you wish to serve on:

☒ Appearance Commission	☐ Parks/Recreation Advisory Commission
☐ Board of Adjustment In-Town Resident	☐ Planning Board In-Town Resident
☐ Board of Adjustment ETJ Member	☐ Planning Board ETJ Resident
☐ Board of Adjustment (In-Town) Alternate*	☐ Planning Board (In-Town) Alternate*
☐ Board of Adjustment (ETJ) Alternate*	☐ Planning Board (ETJ) Alternate*
☐ Historic Preservation Commission	☐ Other: _____
☐ Library Board of Directors	_____

Interests & Skills: I CARE A LOT ABOUT THIS TOWN, AND I TRY TO SERVE IT
IN WAYS THAT ALIGN WITH MY TALENTS AND STRENGTHS. AS AN EVENT
PLANNER, I HAVE A LOT OF EXPERIENCE IN AESTHETICS. I HAVE KNOWLEDGE
ABOUT SOCIAL MEDIA, COPY WRITING, AND EDITING, AS WELL.

Circle highest level of education completed: (High School) 10 11 12 GED College 1 2 3 (4) 5 6

Recent Job Experiences: SELF-EMPLOYED AS AN EVENT PLANNER; LIFESTYLE
CONTENT CREATION; TAUGHT HIGH SCHOOL ENGLISH IN JOHNSTON
COUNTY PREVIOUSLY

Civic or Service Organization Experience: SSE PTO VICE PRESIDENT; BOARD PRESIDENT
FRIENDS OF THE LIBRARY SMITHFIELD & JOCO; SPORTS & REC YOUTH SPORTS
COACH; MEMBER OF JUNIOR WOMEN'S LEAGUE 10+ YEARS; COMMITTEE
MEMBER PARTNERSHIP FOR CHILDREN "READ TO GROW"

Town Boards previously served on and year(s) served: N/A

Please list any other Boards/Commissions/Committees on which you currently serve: _____
FRIENDS OF THE LIBRARY BOARD
PARTNERSHIP FOR CHILDREN "READ TO GROW" COMMITTEE
SSE PTO BOARD

Why are you interested in serving on this Board/Commission/Committee? I ENJOY NEW OPPORTUNITIES TO SERVE MY COMMUNITY. I WANT SMITHFIELD TO BE A BEAUTIFUL PLACE TO LIVE, NOT JUST AESTHETICALLY, BUT IN EVERY FACET. I BELIEVE I WOULD BE ABLE TO HELP THIS COMMISSION ACHIEVE ITS GOALS.

Affirmation of Eligibility:

Has any formal charge of professional misconduct, criminal misdemeanor or felony ever been filed against you in any jurisdiction?

☐ Yes ☒ No If yes, please explain disposition: _____

Is there any conflict of interest or other matter that would create problems or prevent you from fairly and impartially discharging your duties as an appointee of the Smithfield Town Council? ☐ Yes ☒ No If yes, please explain: _____

I understand this application is public record and I certify that the facts contained in this application are true and correct to the best of my knowledge. I authorize and consent to background checks and to the investigation and verification of all statements contained herein as deemed appropriate and if necessary. I further authorize all information concerning my qualifications to be investigated and release all parties from all liability for any damages that may result from this investigation. I understand and agree that any misstatement may be cause for my removal from any Board/Commission/Committee. I understand regular attendance to any Council Board/Commission/Committee is important and, accordingly, I further understand that if my attendance is less than the standards established for any such body that this is cause for removal. Lacking any written standards for attendance by any Board/Commission/Committee, it is expected that I will attend at least 75% of all meetings during any one calendar year to maintain my seat on any Board/Commission/Committee to which I may be appointed. This form will remain on file in the Office of the Town Clerk and requests for updates will be sought prior to any consideration for reappointment (or future appointment) to any Board/Commission/Committee.

Printed Name: AMY D. PLANT-PERDUE

Signature: Amy D. Plant-Perdue

Date: 7.7.26

Return completed for to:

Elaine Andrews

Town Clerk

P. O. Box 761

Smithfield, North Carolina 27577

Phone: (919) 934-2116 Fax: (919) 989-8937 E-Mail: elaine.andrews@smithfield-nc.com

Applicants are required to be a resident of the Town of Smithfield for In-Town positions and within the Town's ETJ for ETJ positions

Notice for Alternate Applicants

***Alternate members shall not be entitled to vote on matters except when a regular member is absent from a duly called meeting. In that situation, the alternate shall have the same privileges as the regular members and may count for quorum purposes and vote if a regular member is absent.**



Request for Town Council Action

Consent	New Hire/
Agenda	Vacancy
Item:	Report
Date:	08/18/2026

Subject: New Hire Report

Department: General Government – Human Resources

Presented by: Human Resources Director – Shannan Parrish

Presentation: Consent Agenda Item

Issue Statement

When an employee is hired, the Town Manager or Department Head shall report the hire to the Town Council by including the item on the Consent Agenda of the next scheduled monthly Town Council meeting.

Financial Impact

All salaries were budgeted for FY 2026-2027

Action Needed

The Town Council is asked to acknowledge that the following vacancies have been successfully filled in accordance with the adopted FY 2026-2027 Budget.

Recommendation

Staff recommends that the Town Council acknowledge the positions that have been successfully filled in accordance with the adopted FY 2026-2027 Budget and take note of the current vacancies.

Approved: ☒ Town Manager ☐ Town Attorney

Attachments:

1. Staff Report



Staff Report

Consent Agenda Item:	New Hire/Vacancy Report
----------------------------	--

Filled Positions

The Town Council is informed that the following positions have been successfully filled in accordance with the Adopted FY 2026–2027 Budget. This information is provided to formally acknowledge staffing updates and to maintain transparency in the hiring process.

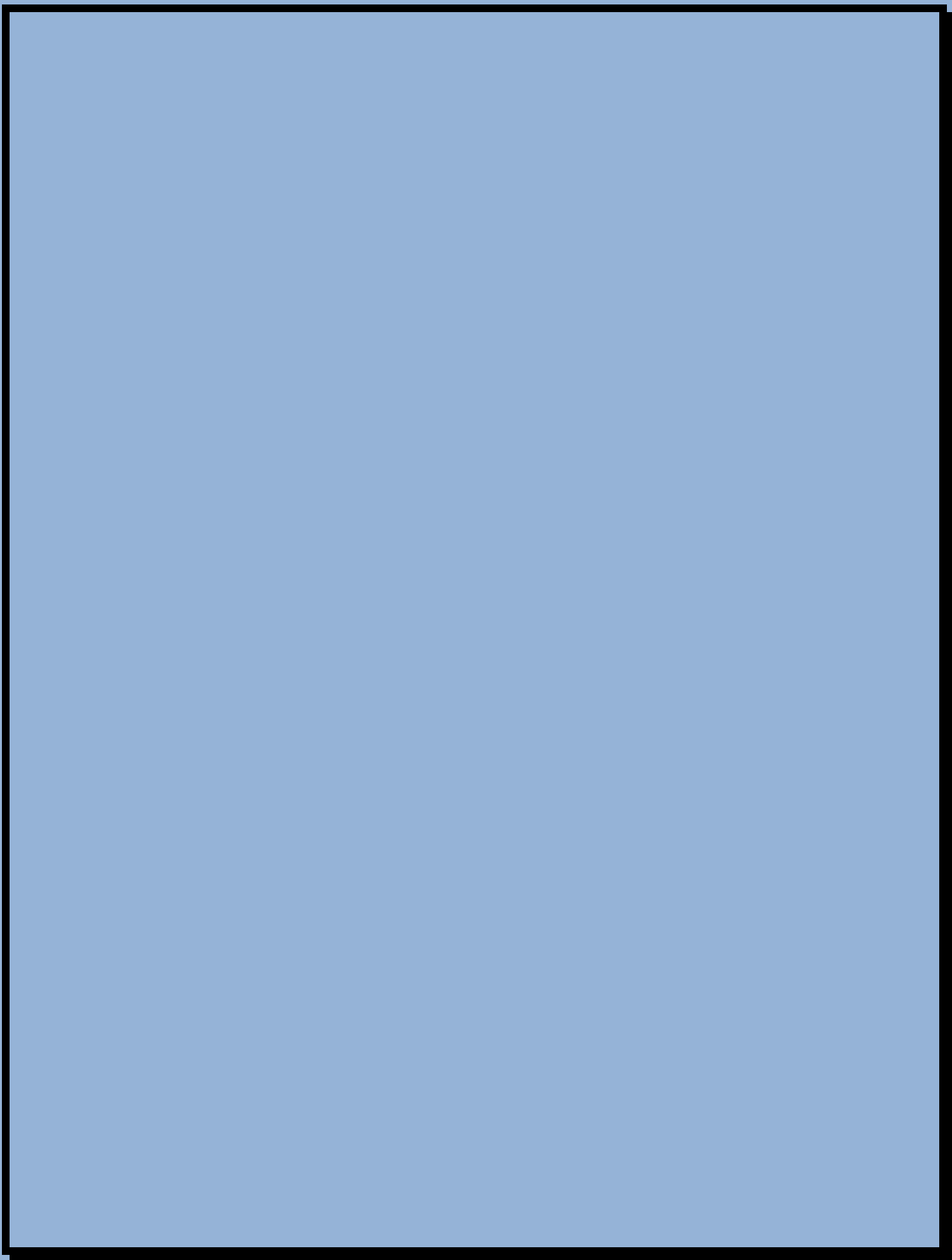
<u>Position</u>	<u>Department</u>	<u>Budget Line</u>	<u>Annual Salary</u>
Police Officer (2)	Police	10-20-5100-5100-0200	
Firefighter (4 positions)	Fire	10-20-5300-5100-0200	
Sanitation Equipment Operator	PW – Sanitation	10-40-5800-5100-0200	
Meter Reader	Customer Service		

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
Accounting Tech II/Payroll	Finance	10-10-4200-5100-0200 30-71-7220-5100-0200 31-72-7230-5100-0200
IT Specialist	IT	10-10-4300-5100-0200 30-71-7220-5100-0200 31-72-7230-5100-0200
Police Officer	Police	10-20-5100-5100-0200
Facility Maintenance Specialist	PW – Appearance	10-60-5500-5100-0200
Sanitation Equipment Operator	PW – Sanitation	10-40-5800-5100-0200
Facility Maintenance Specialist	Parks and Rec	10-60-6200-5100-0200
Water/ Sewer Crew Leader (2 positions)	PU – W/S	30-71-7220-5100-0200
Utility Line Mechanic (2 positions)	PU – W/S	30-71-7220-5100-0200
Customer Service Representative	PU – W/S	30-71-7220-5100-0200

Business Items





Request for Town Council Action

Business Agenda Item:	Parking Lot Resurfacing
Date:	08/18/2026

Subject: Resurfacing – First Baptist Church Parking Lot
Department: Public Works – Streets Division
Presented by: Interim Town Manager - Kimberly Pickett
Presentation: Business Agenda Item

Issue Statement

Council is requested to consider authorizing reimbursement to First Baptist Church for one-third share of the cost to resurface and stripe the Third Street parking lot. Historically, the church has made this parking lot available for public use, with the lot serving both church members and general public.

Financial Impact

Capital Outlay – 10-30-5600-5700-7400 1/3 \$2,543.75

Action Needed

Council to approve or deny the request

Recommendation

Staff recommends approval of 1/3 of the payment to First Baptist Church

Approved: ☒ Town Manager ☐ Town Attorney

Attachments:

1. Staff Report
2. Request from First Baptist Church



STAFF REPORT

Business Agenda Item:	Parking Lot Resurfacing
Date:	08/18/2026

The Town has received a request from the church for reimbursement of a portion of the costs associated with resurfacing and restriping the Third Street parking lot. The total cost of the project was \$7,631.25, which the church paid in full upon completion of the work. For many years, the church has made its parking lots available for public use. The Third Street parking lot is regularly utilized by downtown visitors, employees, and patrons, in addition to church members, providing a valuable public parking resource in the downtown area. The church has also previously incurred costs associated with tree removal and site preparation to maintain the lot.

While the church originally requested reimbursement of one-half of the project cost from both Johnston County and the Town, staff is recommending that the Town participate by reimbursing one-third of the total project cost.

The Third Street parking lot provides a public benefit by increasing the availability of parking within the downtown area. Continued maintenance of the lot supports downtown businesses, community events, and visitors while reducing parking demands on Town-owned facilities. Staff believes contributing one-third of the resurfacing cost is an appropriate investment in maintaining a parking resource that benefits the public while recognizing the church's continued commitment to making the property available for public use.

From: [Kimberly Pickett](#)
Subject: Fw: Resurfacing Parking Lot - First Baptist Church of Smithfield
Date: Tuesday, August 11, 2026 9:48:51 AM
Attachments: [Asphalt Invoice.pdf](#)
[Outlook-curalu3e.png](#)

Kimberly T. Pickett, MPA, ICMA-CM
Interim Town Manager
Town of Smithfield
C – (252)-916-7525
O – (919)934-2116 ext 1102
F – (919)989-8937

www.smithfield-nc.com



From: FBC Receptionist <receptionist@fbcsmithfield.org>
Sent: Monday, July 13, 2026 11:27 AM
To: Kimberly Pickett <Kimberly.pickett@smithfield-nc.com>
Subject: Resurfacing Parking Lot - First Baptist Church of Smithfield

To Whom It May Concern:

Please find attached an invoice from Fulford & Jones Asphalt, Inc. in the amount of \$7,631.25 for resurfacing and striping the Third Street parking lot. The church has paid for this work in full and is now respectfully requesting a reimbursement from Johnston County and the Town of Smithfield for one-half the amount of \$3,815.62 each. The church has already incurred expenses for tree removals and preparing the lot for resurfacing.

For many years, the church has made our parking lots available to the public and wish to continue that practice. The lots are used more by the public than the church and regular maintenance and upkeep are ongoing.

Your reimbursement will be greatly appreciated.

Respectfully submitted,

First Baptist Church Smithfield
Lynwood E. Byrd
Grounds Committee Chairman

Fulford & Jones Asphalt, Inc.
2328 Womble Brooks Road
Wilson, NC 27893 USA
+12522370552



INVOICE

BILL TO

First Baptist Church
202 S. 4th St.
Smithfield, NC

SHIP TO

First Baptist Church
202 S. 4th St.
Smithfield, NC

INVOICE # 7892**DATE** 07/02/2026**DUE DATE** 07/02/2026**TERMS** Due on receipt**JOB**

First Baptist - Smithfield

SALES REP

NB

DATE	DESCRIPTION	QTY	RATE	AMOUNT
07/02/2026	Sealcoating	1	2,625.00	2,625.00
07/02/2026	Crackfill (LB)	1	343.75	343.75
07/02/2026	Layout and Stripe (LF)	1	910.00	910.00
07/02/2026	Re-set and re-pin existing parking bumpers	1	450.00	450.00
07/02/2026	Paint Symbols	1	210.00	210.00
07/02/2026	Asphalt Patch	1	2,100.00	2,100.00
07/02/2026	Asphalt Patch	1	592.50	592.50
07/02/2026	Mobilization (LS)	1	400.00	400.00

CHECK OR CASH PAYMENT ONLY

If you wish to pay by card, please call the office. A
3% Credit Card Processing Fee will apply.
Thank you for your business!

SUBTOTAL

7,631.25

TAX

0.00

TOTAL

7,631.25

BALANCE DUE**\$7,631.25****Ways to pay**[View and pay](#)

FBC
Pd 7-9-26
ck# 48000

Vendor: Fulford & Jones Asphalt, Inc.

Date: 7/9/2026

Amount: 7,631.25

INVOICE INVOICE INVOICE
DATE NUMBER DESCRIPTION
7/9/2026 7892 resael parking lot
behind church

INVOICE DIST.
AMOUNT ACCOUNT
7,631.25
06-2990

DIST.
AMOUNT
7,631.25

THE FACE OF THIS DOCUMENT HAS A COLORED BACKGROUND ON WHITE PAPER

FIRST BAPTIST CHURCH

202 S. FOURTH STREET
SMITHFIELD, NORTH CAROLINA 27577
(919) 934-9771

FIRST CITIZENS BANK & TRUST COMPANY
SMITHFIELD NORTH CAROLINA

66-38531

48000

DATE

7/9/2026

AMOUNT

*****7,631.25

SEVEN THOUSAND SIX HUNDRED THIRTY ONE DOLLARS AND TWENTY FIVE CENTS

W2187214-10-21

PAY

TO THE
ORDER
OF

Fulford & Jones Asphalt, Inc.
2328 Womble Brooks Rd.
Wilson NC 27893

RED IMAGE
FACED WITH WHAT



For: resael parking lot

⑈048000⑈ ⑆053100300⑆ 32424475

Features Included Details on back.



Request for Town Council Action

Business Agenda Item:	Award of Contract
Date:	08/18/2026

Subject: Award of Contract for Labor to construct Kellie Drive
Extended Circuit

Department: Public Utilities – Electric Division

Presented by: Public Utilities Director - Ted Credle

Presentation: Business Agenda Item

Issue Statement

As the Town continues to grow, the electric system needs to grow to service new homes & families. The extension of the Kellie Drive circuit will serve growth along Buffalo Road, where three subdivisions have been approved and construction has begun. This circuit extension was approved by Town Council and is part of the 10-year Capital Improvement Plan.

Financial Impact

The funds to pay for the construction services (\$795,249.62) will have to come from two separate sources. The initial funds (\$600,000) will come from the Electric Fund Capital Outlay line item (31-72-7230-5700-7400), which was approved as part of the FY 2025-2026 budget. The remaining balance of \$577,874.00 will come from the Electric Fund fund balance.

Action Needed

Approve the proposed bidder (Power Grid Services), as recommended by staff, and authorize the Town Manager to execute the proposed agreement

Recommendation

Staff recommends the approval of Power Grid Services as the low bidder and authorize the Town Manager to execute the contract.

Approved: ☒ Town Manager ☐ Town Attorney

Attachments:

1. Staff Report
2. Signed Bid Tab
3. Recommendation of Award



Staff Report

**Business
Agenda
Item:** **Award of
Contract**

As part of the approved 10-year Capital improvement plan for Public Utilities, the Town Council approved the extension of the Kellie Drive circuit from Kellie drive eastward along Durwood Stephenson Parkway to Buffalo Road; thence southward along Buffalo Road to Hospital Road; thence westward along Hospital Road to tie in at the feeder circuit at the intersection of Hospital Road and Brightleaf Boulevard.

To execute this circuit, Council further approved \$600,000 in funds, as part of the FY 2025-2026 budget. From the original funds, engineering services were performed and material was ordered. Bidding for labor has been completed and the low-bid for the labor to execute the construction is submitted for approval.

The cost for the total project has exceeded initial funding, so staff is asking for a funds transfer from the Fund Balance to cover the difference. A completed, projected project budget is listed below.

Project Budget:

Engineering	Booth & Associates	\$ 100,000.00
Material	Various sources (low-bid)	\$ 226,534.23
Labor	Power Grid Services	\$ 795,249.62
Contingency (5%)		\$ 56,090.15

Total: **\$ 1,177,874.00**

Staff is asking the Council to approve the proposed contractor. Further, to authorize the Town Manager to execute a contract with the proposed contractor, to perform construction services. Lastly, that the amount of this construction contract for these services is not to exceed the approved amount of \$795,249.62, for a total project budget of \$1,177,874.00.

**



Booth & Associates

August 3, 2026

VIA ELECTRONIC MAIL

Mr. Ted Credle, P.E.
Director of Public Utilities
Town of Smithfield
230 Hospital Road
Smithfield, NC 27577
Ted.Credle@smithfield-nc.com

Subject: Labor Contract for Circuit G4 Kellie Drive Extension
13.2kV Distribution Line
Tabulation of Bids & Recommendation

Dear Mr. Credle:

At 2:00 p.m. Local Time, Wednesday, July 29, 2026, formal sealed proposals were opened for the subject project at our office.

While reviewing the proposals submitted, primary consideration was given to the following items:

- Adherence to Specifications
- Bid Balance
- Mathematical Accuracy
- Construction Schedule

Based on the aforementioned evaluation criteria, we are recommending PowerGrid Services, LLC of Hartselle, Alabama be awarded the Contract in the amount of \$795,249.62.

Once you have had an opportunity to review the Tabulation of Bids, please contact our office with any comments or questions. After receiving the Town of Smithfield's approval, we will proceed with preparation of Executed Contracts. Please notify us of your decision as soon as possible.

2300 Rexwoods Drive, Ste. 300 919.851.8770 office
Raleigh, NC 27607 919.859.5918 facsimile
www.booth-assoc.com

Mr. Ted Credle, P.E.
August 3, 2026
Page 2

If you have any questions, please call our office.

Sincerely,

BOOTH & ASSOCIATES, LLC



Mark Tracey, P.E.
Manager – Distribution Engineering

MT/dmc

Enclosure

cc: Jeff Stewart (Smithfield)
Tim Baker, PLS (Booth)
Ethan Mitchum (Booth)

#P.0892736.D.TM.7008



**TOWN OF SMITHFIELD
SMITHFIELD, NORTH CAROLINA
SPECIFICATIONS AND BID DOCUMENTS
LABOR CONTRACT**

**FOR
CIRCUIT G4 KELLIE DRIVE EXTENSION
13.2kV DISTRIBUTION LINE**

TABULATION OF BIDS

BIDDERS	C-Phase Services	Linetec	Pike Electric	PowerGrid Services¹	Richardson-Wayland	Sumter Utilities
<i>Bid Bond or Check</i>	X	X	--	X	X	--
<i>Received Addendum No. 1</i>	X	X	--	X	X	--
TOTAL - Distribution Assembly Units	\$1,035,773.53	\$800,618.83	NO BID	\$795,249.62	\$1,282,125.55	NO BID

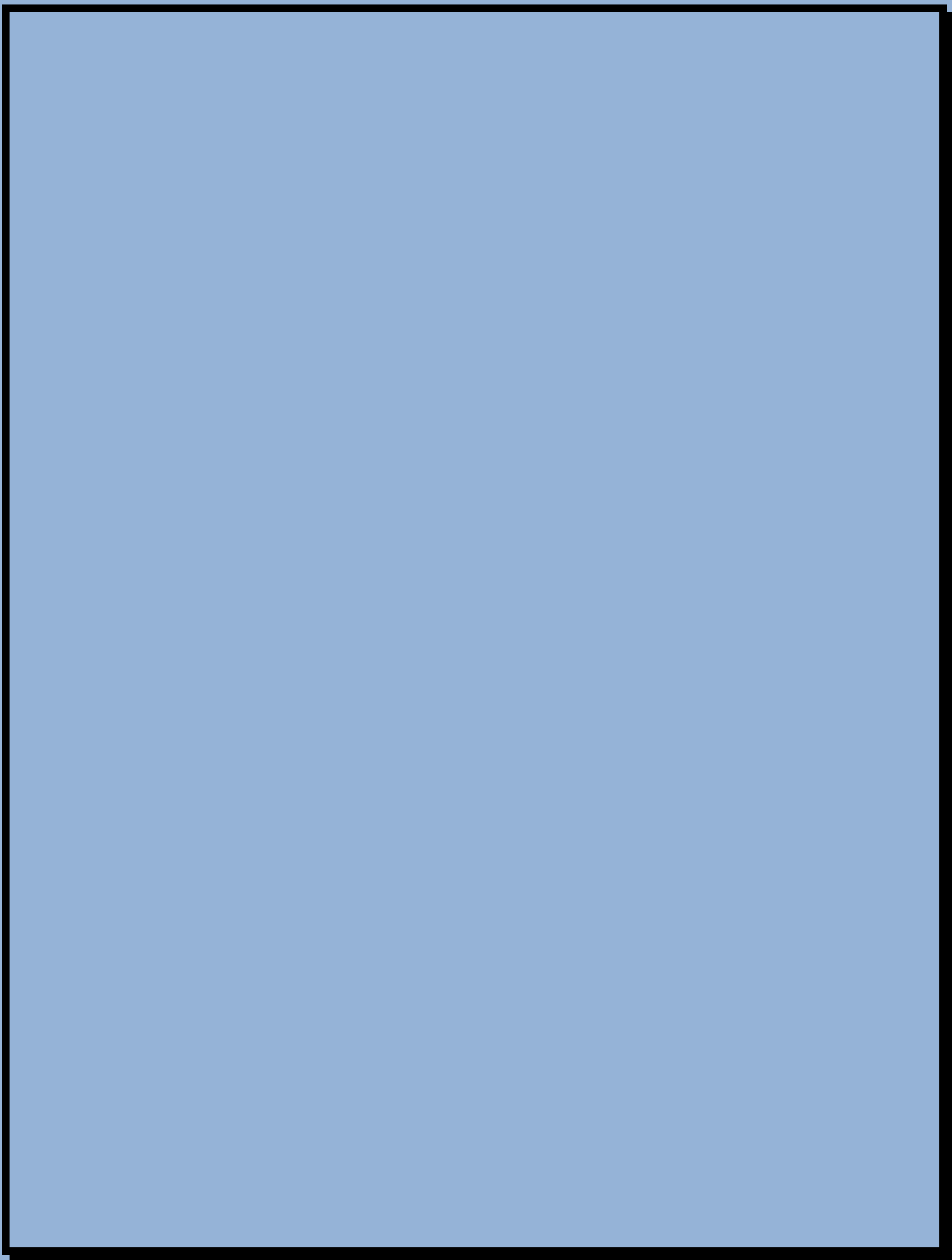
THIS IS TO CERTIFY THAT AT 2:00 P.M., LOCAL TIME, WEDNESDAY, JULY 29, 2026, THE BIDS TABULATED HEREIN WERE PUBLICLY OPENED, READ, CHECKED, AND THE ABOVE TOTALS ARE CORRECT. ALL RECOGNIZED BIDS WERE ACCOMPANIED BY AN ACCEPTABLE CHECK OR BID BOND. ANY IRREGULARITIES IN BIDS RECEIVED ARE NOTED UNDER REMARKS.

REMARKS:

1. Power Grid Services is the recognized lowest bidder.


Mark Tracey, PE

Department Reports





SMITHFIELD POLICE DEPARTMENT

110 S. Fifth Street • Smithfield, NC 27577
Phone: (919) 934-2121 • Fax: (919) 934-0223

MONTHLY STATISTICS

MONTH ENDING July 31st, 2026

	MONTHLY TOTAL	YEAR TO DATE TOTAL
CALLS FOR SERVICE	2,071	15,260
INCIDENT REPORTS TAKEN	170	959
BURGLARY	7	28
CASES CLOSED	136	760
ACCIDENT REPORTS	67	489
ARREST REPORTS TAKEN	82	681
DRUGS	16	153
DWI	12	42
CITATIONS ISSUED	287	2,833
PARKING/PAID	8/2	174/81
SPEEDING	93	992
NOL/DWLR	83	767
FICT/CNCL/REV REG CARD/TAG	48	423

Smithfield, North Carolina • The Heart of Johnston County Since 1777

REPORTED UCR OFFENSES FOR THE MONTH OF JULY 2026

PART I CRIMES	July 2025	July 2026	+/-	Percent Changed	Year-To-Date		Percent	
					2025	2026	+/-	Changed
MURDER	0	0	0	N.C.	1	2	1	100%
RAPE	1	0	-1	-100%	2	4	2	100%
ROBBERY	1	1	0	0%	3	5	2	67%
Commercial	0	0	0	N.C.	0	1	1	N.C.
Individual	1	1	0	0%	3	4	1	33%
ASSAULT	4	3	-1	-25%	21	19	-2	-10%
* VIOLENT *	6	4	-2	-33%	27	30	3	11%
BURGLARY	1	7	6	600%	32	27	-5	-16%
Residential	1	3	2	200%	19	14	-5	-26%
Non-Resident.	0	4	4	N.C.	13	13	0	0%
LARCENY	32	38	6	19%	266	181	-85	-32%
AUTO THEFT	2	6	4	200%	12	19	7	58%
ARSON	0	0	0	N.C.	0	0	0	N.C.
* PROPERTY *	35	51	16	46%	310	227	-83	-27%
PART I TOTAL:	41	55	14	34%	337	257	-80	-24%
PART II CRIMES								
Drug	30	19	-11	-37%	179	192	13	7%
Assault Simple	18	19	1	6%	98	109	11	11%
Forgery/Counterfeit	0	5	5	N.C.	10	15	5	50%
Fraud	6	9	3	50%	51	53	2	4%
Embezzlement	0	0	0	N.C.	6	2	-4	-67%
Stolen Property	2	0	-2	-100%	12	3	-9	-75%
Vandalism	10	7	-3	-30%	39	38	-1	-3%
Weapons	2	0	-2	-100%	12	6	-6	-50%
Prostitution	1	0	-1	-100%	1	0	-1	-100%
All Other Sex Offens	0	1	1	N.C.	1	1	0	0%
Gambling	0	0	0	N.C.	0	0	0	N.C.
Offn Agnst Faml/Chld	0	2	2	N.C.	6	8	2	33%
D. W. I.	6	12	6	100%	52	45	-7	-13%
Liquor Law Violation	1	0	-1	-100%	2	0	-2	-100%
Disorderly Conduct	0	1	1	N.C.	5	7	2	40%
Obscenity	0	0	0	N.C.	0	5	5	N.C.
Kidnap	1	0	-1	-100%	2	4	2	100%
Human Trafficking	0	0	0	N.C.	0	0	0	N.C.
All Other Offenses	24	40	16	67%	207	213	6	3%
PART II TOTAL:	101	115	14	14%	683	701	18	3%
GRAND TOTAL:	142	170	28	20%	1020	958	-62	-6%

N.C. = Not Calculable



Town of Smithfield
Fire Department
June 2026

I. Statistical Section

	June	YTD
Confirmed Structure Fires	2	30
EMS Responses	215	1,094
Misc./Other Calls	42	254
Mutual Aid Calls	2	67
TOTAL EMERGENCY RESPONSES	327	1,793

	June	YTD
Fire Inspections	86	511
Public Fire Education Programs	0	4
# Of Children Educated	0	388
# Of Adults Educated	0	138
Plans Review Construction/Renovation Projects	44	188
Fire Department Permits reviewed / Issued	65	319
Business Preplans	0	10
Fire Related Injuries & Deaths	0	0
# Of Civilian Deaths	0	0
# Of Civilian Injuries	0	0

II. Major Revenues

	June	YTD
Inspections/Permits	\$2,200.00	\$11,990.98
Fire Recovery USA	\$2,166.53	\$14,719.72

III. Personnel Update:

Continuous Part-time positions available, 8 p/t positions currently filled including the p/t fire inspector.
 1 FT Firefighter vacancy.

IV. Narrative of monthly departmental activities:

- Squad was in-service 14 of 22 days
- Training Hours for the month = 473 hours
- Total Training Hours = 2,851 hours

- Follow-ups and Re-inspections.
- Continue professional development.
- Budget process continues.
- Command Staff Meeting.
- Inspections Billing Training.
- New Inspectors vehicle in service.
- New Construction Projects Checklist Revision/Implementation.
- Fireworks Preparation and Independence Day Celebration IAP.
- New Firefighters begin orientation period.
- Prepare for Battalion Chief assessment center.

V. Upcoming Plans

- Continue professional development.
- LIV Compliance program proposal.
- Meeting with UNC Hospital for fire alarm.
- Complete new Firefighter orientation.
- Complete Battalion Chief assessment center.
- Prepare for Captain assessment center.
- Prepare for Engineer assessment center.

**Town of Smithfield
Public Works Department
June 30, 2026**



<u>200</u>	Total Work Orders completed by the Public Works Department
<u>8</u>	Burials, at \$775.00 each = <u>\$6,650.00</u>
<u>1</u>	Cremation Burial, \$450.00 each = <u>\$475.00</u>
<u>\$4,000.00</u>	Sunset Cemetery Lot Sales
<u>\$1,250.00</u>	Riverside Extension Cemetery Lot Sales
<u>516.76</u>	tons of household waste collected
<u>111.67</u>	tons of yard waste collected
<u>3.80</u>	tons of recycling collected
<u>0</u>	gallons of used motor oil were recycled
<u>0</u>	scrap tires were recycled

Town of Smithfield
Public Works Appearance Division
Cemetery, Landscapes, and Grounds Maintenance
Buildings, Facilities, and Sign Division
Monthly Report
June 30, 2026



I. Statistical Section

9 Burials

0 Works Orders – Buildings & Facilities Division

65 Work Orders – Grounds Division

Work Orders – Sign Division

II. Major Revenues

Sunset Cemetery Lot Sales:	<u>\$4,000.00</u>
Riverside Ext Cemetery Lot Sales:	<u>\$1,2500.00</u>
Grave Opening Fees:	<u>\$6,200.00</u>
Total Revenue:	<u>\$11,450.00</u>

III. Major Expenses for the Month:

Paid Craft Digging \$5,225.00 for grave openings

IV. Personnel Update:

None

V. Narrative of monthly departmental activities:

The overall duties include daily maintenance on cemeteries, landscapes, right-of-ways, buildings and facilities. The Public Works Department safety meeting "Slip, Trips, and Falls" With Neo Gov. and on " Blood Glucose Screenings" With Jaime Pearce.

Work Orders List for 06/01/2026 - 06/30/2026



WORK ORDER INFO		LOCATION & ASSET	DUE & STATUS	TIME & COST	PROCEDURE ANSWERS
ID: #7643 Cut and weedeat townhall Type: Reactive Appearance Division	Jesus Mier	Appearance Division	✓ Done	Total Time Costs	\$21.28 1h 0m 0s \$21.28
		Scag mower #1	Completed by Jesus Mier on 06/01/2026	Total Time	
		Parent: Appearance Division			
ID: #7647 Cut and weedeat oakland cemetery Type: Reactive Appearance Division	Jesus Mier	Appearance Division	✓ Done	Total Time Costs	\$170.24 8h 0m 0s \$170.24
		Scag mower #1	Completed by Jesus Mier on 06/02/2026	Total Time	
		Parent: Appearance Division			
ID: #7644 Cut and weedeat dollar general lot Type: Reactive Appearance Division	Jesus Mier	Appearance Division	✓ Done	Total Time Costs	\$21.28 1h 0m 0s \$21.28
		Scag mower #1	Completed by Jesus Mier on 06/02/2026	Total Time	
		Parent: Appearance Division			
ID: #7652 Raise trees at sunset cemetery on section b Type: Reactive Appearance Division	Jesus Mier	Appearance Division	✓ Done	Total Time Costs	\$63.84 3h 0m 0s \$63.84
		Scag mower #1	Completed by Jesus Mier on 06/02/2026	Total Time	
		Parent: Appearance Division			

WORK ORDER INFO		LOCATION & ASSET	DUE & STATUS		TIME & COST	PROCEDURE ANSWERS
ID: #7654	Cut and weedeat pine acres Type: Reactive Appearance Division Jesus Mier	Appearance Division	✓ Done	Completed by Jesus Mier on 06/04/2026	Total Time Costs Total Time \$53.20 2h 30m 0s Total Costs \$53.20	
ID: #7668		Appearance Division	✓ Done	Completed by Jesus Mier on 06/04/2026	Total Time Costs Total Time \$42.56 2h 0m 0s Total Costs \$42.56	
ID: #7669		Appearance Division	✓ Done	Completed by Jesus Mier on 06/04/2026	Total Time Costs Total Time \$7.09 20m 0s Total Costs \$7.09	
ID: #7656		Appearance Division	✓ Done	Completed by Jesus Mier on 06/04/2026	Total Time Costs Total Time \$21.28 1h 0m 0s Total Costs \$21.28	
ID: #7655	Cut and weedeat john thomas cemetery Type: Reactive Appearance Division Jesus Mier	Appearance Division	✓ Done	Completed by Jesus Mier on 06/04/2026	Total Time Costs Total Time \$21.28 1h 0m 0s Total Costs \$21.28	

WORK ORDER INFO		LOCATION & ASSET		DUE & STATUS		TIME & COST		PROCEDURE ANSWERS					
Type: Reactive	Appearance Division	Scag mower #1	Parent: Appearance Division	✓ Done Completed by Jesus Mier on 06/08/2026	Total Time Costs Total Time	Total Costs	\$21.28						
Jesus Mier													
ID: #7691		Appearance Division											
Cut and Weedeat townhall		Parent: Appearance Division											
Type: Reactive	Appearance Division	Scag mower #1	Parent: Appearance Division	✓ Done Completed by Jesus Mier on 06/09/2026	Total Time Costs Total Time	Total Costs	\$26.60						
Jesus Mier													
ID: #7694		Appearance Division											
Cut and weedeat police station and spray 6 oz of round up		Parent: Appearance Division											
Type: Reactive	Appearance Division	Scag mower #1	Parent: Appearance Division	✓ Done Completed by Jesus Mier on 06/09/2026	Total Time Costs Total Time	Total Costs	\$14.19						
Jesus Mier													
ID: #7670		Appearance Division											
Cut and weedeat welcome sign in south smithfield		Parent: Appearance Division											
Type: Reactive	Appearance Division	Scag mower #1	Parent: Appearance Division	✓ Done Completed by Jesus Mier on 06/10/2026	Total Time Costs Total Time	Total Costs	\$31.92						
Jesus Mier													
ID: #7702		Appearance Division											
Cut, weedeat and pick up trash at 926 Blount st.		Parent: Appearance Division											
Type: Reactive	Appearance Division	Scag mower #1	Parent: Appearance Division	✓ Done Completed by Jesus Mier on 06/10/2026	Total Time Costs Total Time	Total Costs	\$31.92						

WORK ORDER INFO		LOCATION & ASSET	DUE & STATUS		TIME & COST	PROCEDURE ANSWERS
Appearance Division Jesus Mier	ID: #7692 Cut and weedeat sunset cemetery Type: Reactive Appearance Division Jesus Mier	Appearance Division	✓ Done	Completed by Jesus Mier on 06/10/2026	Total Time Costs Total Time \$170.24 8h 0m 0s Total Costs \$170.24	
		Scag mower #1 Parent: Appearance Division				
Appearance Division Jesus Mier	ID: #7711 Cut and weedeat riverside cemetery and extension Type: Reactive Appearance Division Jesus Mier	Appearance Division	✓ Done	Completed by Jesus Mier on 06/10/2026	Total Time Costs Total Time \$170.24 8h 0m 0s Total Costs \$170.24	
		Scag mower #1 Parent: Appearance Division				
Appearance Division Jesus Mier	ID: #7713 Cut shoots from crepe myrtle trees on north 2nd st. 3rd st., 4th 5th and 7th st. Type: Reactive Appearance Division Jesus Mier	Appearance Division	✓ Done	Completed by Jesus Mier on 06/11/2026	Total Time Costs Total Time \$127.68 6h 0m 0s Total Costs \$127.68	
		Scag mower #1 Parent: Appearance Division				
Appearance Division Jesus Mier	ID: #7695 Cut and weedeat rose manor Type: Reactive Appearance Division Jesus Mier	Appearance Division	✓ Done	Completed by Jesus Mier on 06/11/2026	Total Time Costs Total Time \$21.28 1h 0m 0s Total Costs \$21.28	
		Scag mower #1 Parent: Appearance Division				

WORK ORDER INFO	LOCATION & ASSET	DUE & STATUS	TIME & COST	PROCEDURE ANSWERS
Jesus Mier				
ID: #7727 Cut and weedeat right of ways on 2nd street by Bob Wallace park Type: Reactive Appearance Division	Appearance Division Scag mower #1 Parent: Appearance Division	✓ Done Completed by Jesus Mier on 06/11/2026	Total Time Costs Total Time \$14.19 40m 0s Total Costs \$14.19	
Jesus Mier				
ID: #7728 Prune shoots coming out of crepe myrtle trees in south 2nd 3rd 4th and 5th street Type: Reactive Appearance Division	Appearance Division Scag mower #1 Parent: Appearance Division	✓ Done Completed by Jesus Mier on 06/12/2026	Total Time Costs Total Time \$106.40 5h 0m 0s Total Costs \$106.40	
Jesus Mier				
ID: #7731 Cut and weedeat downtown streets Type: Reactive Appearance Division	Appearance Division Scag mower #1 Parent: Appearance Division	✓ Done Completed by Jesus Mier on 06/12/2026	Total Time Costs Total Time \$42.56 2h 0m 0s Total Costs \$42.56	
Jesus Mier				
ID: #7737 Pick up cone trailer from high school Type: Reactive Appearance Division	Appearance Division Truck #905 Parent: Appearance Division	✓ Done Completed by Jesus Mier on 06/12/2026	Total Time Costs Total Time \$10.64 30m 0s Total Costs \$10.64	
Jesus Mier				

WORK ORDER INFO		LOCATION & ASSET	DUE & STATUS		TIME & COST	PROCEDURE ANSWERS
ID: #7736	Put cones out on Johnston and front st Type: Reactive Appearance Division	Appearance Division	✓ Done	Completed by Jesus Mier on 06/12/2026	Total Time Costs Total Time	\$12.41 35m 0s
		Scag mower #1			Total Costs	\$12.41
	Jesus Mier					
ID: #7735	Take 3 trash cans to Bob Wallace park for event on 6/13 Type: Reactive Appearance Division	Appearance Division	✓ Done	Completed by Jesus Mier on 06/12/2026	Total Time Costs Total Time	\$10.64 30m 0s
		Truck #905			Total Costs	\$10.64
	Jesus Mier					
ID: #7734	Cut and weedeat Johnston street right of way Type: Reactive Appearance Division	Appearance Division	✓ Done	Completed by Jesus Mier on 06/12/2026	Total Time Costs Total Time	\$15.96 45m 0s
		Scag mower #1			Total Costs	\$15.96
	Jesus Mier					
ID: #7740	Cut and weedeat townhall Type: Reactive Appearance Division	Appearance Division	✓ Done	Completed by Jesus Mier on 06/16/2026	Total Time Costs Total Time	\$21.28 1h 0m 0s
		Scag mower #1			Total Costs	\$21.28
	Jesus Mier					
ID: #7742	Cut and weedeat substation on brogden	Appearance Division	✓ Done	Completed by Jesus Mier on 06/16/2026	Total Time Costs Total Time	\$53.20 2h 30m 0s

WORK ORDER INFO		LOCATION & ASSET		DUE & STATUS		TIME & COST		PROCEDURE ANSWERS	
Type: Reactive Appearance Division	Jesus Mier	Scag mower #1	Parent: Appearance Division			Total Costs		\$53.20	
ID: #7741 Cut and weedeat dollar general lot Type: Reactive Appearance Division	Jesus Mier	Scag mower #1	Parent: Appearance Division	✓ Done Completed by Jesus Mier on 06/16/2026		Total Time Costs		\$21.28	
						Total Time		1h 0m 0s	
						Total Costs		\$21.28	
ID: #7750 Cut and weedeat peedin road Type: Reactive Appearance Division	Jesus Mier	Scag mower #1	Parent: Appearance Division	✓ Done Completed by Jesus Mier on 06/16/2026		Total Time Costs		\$21.28	
						Total Time		1h 0m 0s	
						Total Costs		\$21.28	
ID: #7754 Pick up cones on front and Johnston st Type: Reactive Appearance Division	Jesus Mier	Scag mower #1	Parent: Appearance Division	✓ Done Completed by Jesus Mier on 06/16/2026		Total Time Costs		\$8.87	
						Total Time		25m 0s	
						Total Costs		\$8.87	

WORK ORDER INFO		LOCATION & ASSET	DUE & STATUS		TIME & COST	PROCEDURE ANSWERS
ID: #7755 Pick up event trash cans at Bob Wallace park Type: Reactive Appearance Division Jesus Mier		Appearance Division Truck #905 Parent: Appearance Division	✓ Done Completed by Jesus Mier on 06/16/2026		Total Time Costs Total Time	\$8.87 25m 0s
					Total Costs	\$8.87
ID: #7758 Cut and dispose of fallen branch at oakland cemetery Type: Reactive Appearance Division Jesus Mier		Appearance Division Scag mower #1 Parent: Appearance Division	✓ Done Completed by Jesus Mier on 06/16/2026		Total Time Costs Total Time	\$15.96 45m 0s
					Total Costs	\$15.96
ID: #7752 Cut and weedeat john thomas cemetery Type: Reactive Appearance Division Jesus Mier		Appearance Division Scag mower #1 Parent: Appearance Division	✓ Done Completed by Jesus Mier on 06/16/2026		Total Time Costs Total Time	\$21.28 1h 0m 0s
					Total Costs	\$21.28
ID: #7751 Cut and weedeat pine acres Type: Reactive Appearance Division Jesus Mier		Appearance Division Scag mower #1 Parent: Appearance Division	✓ Done Completed by Jesus Mier on 06/16/2026		Total Time Costs Total Time	\$42.56 2h 0m 0s
					Total Costs	\$42.56
ID: #7759 Cut blind corner on front and market st Type: Reactive Appearance Division Jesus Mier		Appearance Division Parent: Appearance Division	✓ Done Completed by Jesus Mier on 06/16/2026		Total Time Costs Total Time	\$21.28 1h 0m 0s

WORK ORDER INFO		LOCATION & ASSET		DUE & STATUS		TIME & COST		PROCEDURE ANSWERS	
Type: Reactive		Gas pruners	Parent: Appearance Division	✓ Done	Completed by Jesus Mier on 06/17/2026	Total Costs		\$21.28	
Appearance Division									
Jesus Mier									
ID: #7761		Appearance Division							
Cut and weedeat oakland cemetery		Scag mower #1	Parent: Appearance Division			Total Time Costs		\$170.24	
Type: Reactive						Total Time		8h 0m 0s	
Appearance Division						Total Costs		\$170.24	
Jesus Mier									
ID: #7760		Appearance Division							
Cut and weedeat resthaven cemetery		Scag mower #1	Parent: Appearance Division	✓ Done		Total Time Costs		\$42.56	
Type: Reactive				Completed by Jesus Mier on 06/17/2026		Total Time		2h 0m 0s	
Appearance Division						Total Costs		\$42.56	
Jesus Mier									
ID: #7784		Appearance Division							
Cut and weedeat town hall		Scag mower #1	Parent: Appearance Division	✓ Done		Total Time Costs		\$21.28	
Type: Reactive				Completed by Jesus Mier on 06/22/2026		Total Time		1h 0m 0s	
Appearance Division						Total Costs		\$21.28	
Jesus Mier									
ID: #7786		Appearance Division							
Pick up event trash cans at Smith Collins				✓ Done		Total Time Costs		\$26.60	
Type: Reactive				Completed by Jesus Mier on 06/22/2026		Total Time		1h 15m 0s	
Appearance Division						Total Costs		\$26.60	
Jesus Mier									

WORK ORDER INFO		LOCATION & ASSET	DUE & STATUS		TIME & COST	PROCEDURE ANSWERS
ID: #7787 Take event cans to smith collins park Type: Reactive Appearance Division Jesus Mier		Appearance Division Truck #905 Parent: Appearance Division	✓ Done Completed by Jesus Mier on 06/22/2026		Total Time Costs Total Time \$21.28 1h 0m 0s	
					Total Costs \$21.28	
ID: #7785 Cut and weedeat sunset cemetary and pick up trash Type: Reactive Appearance Division Jesus Mier		Appearance Division Scag mower #1 Parent: Appearance Division	✓ Done Completed by Jesus Mier on 06/23/2026		Total Time Costs Total Time \$170.24 8h 0m 0s	
					Total Costs \$170.24	
ID: #7794 Pick up cone trailer from srac Type: Reactive Appearance Division Jesus Mier		Appearance Division Scag mower #1 Parent: Appearance Division	✓ Done Completed by Jesus Mier on 06/23/2026		Total Time Costs Total Time \$21.28 1h 0m 0s	
					Total Costs \$21.28	
ID: #7795 Raise crepe myrtle trees at riverside cemetary Type: Reactive Appearance Division Jesus Mier		Appearance Division Scag mower #1 Parent: Appearance Division	✓ Done Completed by Jesus Mier on 06/23/2026		Total Time Costs Total Time \$26.60 1h 15m 0s	
					Total Costs \$26.60	
ID: #7797 Cut broken branch at Pine acres and Type: Reactive Appearance Division Jesus Mier		Appearance Division Parent: Appearance Division	✓ Done Completed by Jesus Mier on 06/24/2026		Total Time Costs Total Time \$21.28 1h 0m 0s	

WORK ORDER INFO		LOCATION & ASSET	DUE & STATUS		TIME & COST	PROCEDURE ANSWERS
dispose of it Type: Reactive Appearance Division	Jesus Mier	Chain saw	Parent: Appearance Division		Total Costs	\$21.28
ID: #7796 Cut and weedeat riverside cemetary and extension Type: Reactive Appearance Division	Jesus Mier	Appearance Division Scag mower #1	Parent: Appearance Division	✓ Done Completed by Jesus Mier on 06/24/2026	Total Time Costs Total Time	\$170.24 8h 0m 0s Total Costs \$170.24
ID: #7807 Prune bushes at dollar general lot Type: Reactive Appearance Division	Jesus Mier	Appearance Division Gas pruners	Parent: Appearance Division	✓ Done Completed by Jesus Mier on 06/24/2026	Total Time Costs Total Time	\$42.56 2h 0m 0s Total Costs \$42.56
ID: #7806 Cut shoots on crepe myrtle trees on south side streets of downtown Type: Reactive Appearance Division	Jesus Mier	Appearance Division Gas pruners	Parent: Appearance Division	✓ Done Completed by Jesus Mier on 06/24/2026	Total Time Costs Total Time	\$127.68 6h 0m 0s Total Costs \$127.68
ID: #7808 Prune bushes at Pine acres sign Type: Reactive		Appearance Division Gas pruners	Parent: Appearance Division	✓ Done Completed by Jesus Mier on 06/24/2026	Total Time Costs Total Time	\$15.96 45m 0s Total Costs \$15.96

WORK ORDER INFO		LOCATION & ASSET	DUE & STATUS		TIME & COST	PROCEDURE ANSWERS
Appearance Division Jesus Mier	ID: #7813	Appearance Division	✓ Done	Total Time Costs	\$21.28	
	Clear black fence on 70 bridge by the theatre	Gas pruners	Completed by Jesus Mier on 06/25/2026	Total Time	1h 0m 0s	
	Type: Reactive			Total Costs	\$21.28	
Appearance Division Jesus Mier	ID: #7817	Appearance Division	✓ Done	Total Time Costs	\$8.87	
	Pick up piece of rock that broke off on Johnston st	Truck #905	Completed by Jesus Mier on 06/26/2026	Total Time	25m 0s	
	Type: Reactive			Total Costs	\$8.87	
Appearance Division Jesus Mier	ID: #7818	Appearance Division	✓ Done	Total Time Costs	\$14.19	
	Prune and weedat alleyway on 3rd Smithfield	Weedeaters	Completed by Jesus Mier on 06/26/2026	Total Time	40m 0s	
	Type: Reactive			Total Costs	\$14.19	
Appearance Division Jesus Mier	ID: #7816	Appearance Division	✓ Done	Total Time Costs	\$42.56	
	Weedeat all weeds from bridge and 3rd to Johnson and 3rd st	Scag mower #1	Completed by Jesus Mier on 06/26/2026	Total Time	2h 0m 0s	
	Type: Reactive			Total Costs	\$42.56	

WORK ORDER INFO		LOCATION & ASSET	DUE & STATUS		TIME & COST	PROCEDURE ANSWERS
Division						
Jesus Mier						
ID: #7822 Cut and weedeat streets in downtown smithfield	Type: Reactive	Appearance Division	✓ Done Completed by Jesus Mier on 06/26/2026	Total Time Costs	\$42.56	Total Costs \$42.56
				Total Time	2h 0m 0s	
Jesus Mier						
ID: #7823 Cut and weedeat ditch on Johnston stand south brightleaf Blvd	Type: Reactive	Appearance Division Scag mower #1 Parent: Appearance Division	✓ Done Completed by Jesus Mier on 06/26/2026	Total Time Costs	\$21.28	Total Costs \$21.28
				Total Time	1h 0m 0s	
Jesus Mier						
ID: #7831 Pull vines and weeds from bushes at simple twist parking area	Type: Reactive	Appearance Division Scag mower Parent: Appearance Division	✓ Done Completed by Jesus Mier on 06/29/2026	Total Time Costs	\$19.51	Total Costs \$19.51
				Total Time	55m 0s	
Jesus Mier						
ID: #7825 Cut and weedeat townhall	Type: Reactive	Appearance Division Scag mower #1 Parent: Appearance Division	✓ Done Completed by Jesus Mier on 06/29/2026	Total Time Costs	\$21.28	Total Costs \$21.28
				Total Time	1h 0m 0s	
Jesus Mier						

WORK ORDER INFO		LOCATION & ASSET	DUE & STATUS		TIME & COST	PROCEDURE ANSWERS
ID: #7826 Cut and weed eat dollar general lot Type: Reactive	Appearance Division	Scag mower #1	✓ Done Completed by Jesus Mier on 06/29/2026	Parent: Appearance Division	Total Time Costs	\$21.28
					Total Time	1h 0m 0s
					Total Costs	\$21.28
					Jesus Mier	
ID: #7828 Cut and weed eat substation on brogden rd Type: Reactive	Appearance Division	Scag mower #1	✓ Done Completed by Jesus Mier on 06/29/2026	Parent: Appearance Division	Total Time Costs	\$53.20
					Total Time	2h 30m 0s
					Total Costs	\$53.20
					Jesus Mier	
ID: #7811 Prune bushes at glamorama Type: Reactive	Appearance Division	Gas pruners	✓ Done Completed by Jesus Mier on 06/29/2026	Parent: Appearance Division	Total Time Costs	\$31.92
					Total Time	1h 30m 0s
					Total Costs	\$31.92
					Jesus Mier	
ID: #7838 Cut fallen tree up and dispose of it Type: Reactive	Appearance Division	Chain saw	✓ Done Completed by Jesus Mier on 06/29/2026	Parent: Appearance Division	Total Time Costs	\$14.19
					Total Time	40m 0s
					Total Costs	\$14.19
					Jesus Mier	

WORK ORDER INFO		LOCATION & ASSET	DUE & STATUS		TIME & COST	PROCEDURE ANSWERS
ID: #7839	Cut and weedeat peedin road Type: Reactive Appearance Division	Appearance Division	✓ Done	Completed by Jesus Mier on 06/30/2026	Total Time Costs Total Time \$21.28 1h 0m 0s	
		Scag mower #1			Total Costs \$21.28	
ID: #7840	Cut and weedeat resthaven cemetary Type: Reactive Appearance Division	Appearance Division	✓ Done	Completed by Jesus Mier on 06/30/2026	Total Time Costs Total Time \$42.56 2h 0m 0s	
		Scag mower #1			Total Costs \$42.56	
ID: #7845	Cut and dispose of fallen tree at sunset 210 side Type: Reactive Appearance Division	Appearance Division	✓ Done	Completed by Jesus Mier on 06/30/2026	Total Time Costs Total Time \$31.92 1h 30m 0s	
		Scag mower #1			Total Costs \$31.92	
ID: #7848	Cut and weedeat oakland cemetary Type: Reactive Appearance Division	Appearance Division	✓ Done	Completed by Jesus Mier on 07/02/2026	Total Time Costs Total Time \$148.96 7h 0m 0s	
		Scag mower #1			Total Costs \$148.96	

WORK ORDER INFO		LOCATION & ASSET	DUE & STATUS		TIME & COST	PROCEDURE ANSWERS
ID: #7846	Cut and weedeat john thomas cemetery Type: Reactive Appearance Division	Appearance Division	✓	Done	Total Time Costs	\$21.28
		Scag mower #1	Completed by Jesus Mier on 07/02/2026		Total Time	1h 0m 0s
					Total Costs	\$21.28
		Jesus Mier				
ID: #7847	Cut and weedeat pine acres Type: Reactive Appearance Division		✓	Done	Total Time Costs	\$42.56
			Completed by Jesus Mier on 07/10/2026		Total Time	2h 0m 0s
					Total Costs	\$42.56
		Jesus Mier				

Work Orders List for 06/01/2026 - 06/30/2026



WORK ORDER INFO	LOCATION & ASSET	DUE & STATUS	TIME & COST	PROCEDURE ANSWERS
ID: #7642 Vegetation blocking view of stopsign Type: Reactive Signage J.B. Young		✓ Done Completed by J.B. Young on 06/01/2026	Total Time Costs Total Time 10m 20s Total Costs \$2.58	
ID: #7645 Vegetation blocking view of stopsign Type: Reactive Signage J.B. Young		✓ Done Completed by J.B. Young on 06/01/2026	Total Time Costs Total Time 13m 52s Total Costs \$3.47	
ID: #7646 Cut vegetation around stopsign Type: Reactive Signage J.B. Young		✓ Done Completed by J.B. Young on 06/01/2026	Total Time Costs Total Time 11m 3s Total Costs \$2.76	
ID: #7648 Cut right away Type: Reactive Signage J.B. Young		✓ Done Completed by J.B. Young on 06/01/2026	Total Time Costs Total Time 1h 15m 0s Total Costs \$18.75	
ID: #7653 Faded street blades Type: Reactive		✓ Done Completed by J.B. Young on 06/02/2026	Total Time Costs Total Time 1h 21m 56s	

WORK ORDER INFO	LOCATION & ASSET	DUE & STATUS	TIME & COST	PROCEDURE ANSWERS
Signage J.B. Young			Total Costs \$20.48	
ID: #7658 Cut right away Type: Reactive Signage J.B. Young		✓ Done Completed by J.B. Young on 06/02/2026	Total Time Costs Total Time \$7.50 30m 0s Total Costs \$7.50	
ID: #7659 Cut right away Type: Reactive Signage J.B. Young		✓ Done Completed by J.B. Young on 06/02/2026	Total Time Costs Total Time \$7.50 30m 0s Total Costs \$7.50	
ID: #7664 Limbs hanging in Street Type: Reactive Signage J.B. Young		✓ Done Completed by J.B. Young on 06/04/2026	Total Time Costs Total Time \$3.75 15m 0s Total Costs \$3.75	
ID: #7672 Cut right away Type: Reactive Signage J.B. Young		✓ Done Completed by J.B. Young on 06/04/2026	Total Time Costs Total Time \$15.00 1h 0m 0s Total Costs \$15.00	
ID: #7673 Cut ditch & right away Type: Reactive Signage J.B. Young		✓ Done Completed by J.B. Young on 06/04/2026	Total Time Costs Total Time \$18.75 1h 15m 0s Total Costs \$18.75	

WORK ORDER INFO	LOCATION & ASSET	DUE & STATUS	TIME & COST	PROCEDURE ANSWERS
ID: #7676 Low hanging limbs in street Type: Reactive Signage J.B. Young		✓ Done Completed by J.B. Young on 06/05/2026	Total Time Costs Total Time \$3.75 15m 0s	
			Total Costs \$3.75	
ID: #7677 25mph sign leaning Type: Reactive Signage J.B. Young		✓ Done Completed by J.B. Young on 06/05/2026	Total Time Costs Total Time \$2.50 10m 0s	
			Total Costs \$2.50	
ID: #7681 Blind corner Type: Reactive Signage J.B. Young		✓ Done Completed by J.B. Young on 06/05/2026	Total Time Costs Total Time \$22.50 1h 30m 0s	
			Total Costs \$22.50	
ID: #7684 Limbs blocking view of stopsign Type: Reactive Signage J.B. Young		✓ Done Completed by J.B. Young on 06/08/2026	Total Time Costs Total Time \$5.00 20m 0s	
			Total Costs \$5.00	
ID: #7685 Limbs blocking view of stopsign Type: Reactive Signage J.B. Young		✓ Done Completed by J.B. Young on 06/08/2026		
ID: #7686		✓ Done	Total Time Costs \$7.50	

WORK ORDER INFO	LOCATION & ASSET	DUE & STATUS	TIME & COST	PROCEDURE ANSWERS
Limbs blocking view of stopsign Type: Reactive Signage J.B. Young		Completed by J.B. Young on 06/08/2026	Total Time 30m 0s	Total Costs \$7.50
ID: #7699 Faded street blades Type: Reactive Signage J.B. Young		✓ Done Completed by J.B. Young on 06/09/2026	Total Time Costs Total Time 1h 21m 8s	Total Costs \$20.28
ID: #7703 Cut right away Type: Reactive Signage J.B. Young 44		✓ Done Completed by J.B. Young on 06/09/2026	Total Time Costs Total Time 20m 0s	Total Costs \$5.00
ID: #7704 Cut right away Type: Reactive Signage J.B. Young		✓ Done Completed by J.B. Young on 06/09/2026	Total Time Costs Total Time 1h 0m 0s	Total Costs \$15.00
ID: #7705 Cut right away Type: Reactive Signage J.B. Young		✓ Done Completed by J.B. Young on 06/09/2026	Total Time Costs Total Time 30m 0s	Total Costs \$7.50
ID: #7706 Cut right away Type: Reactive Signage		✓ Done Completed by J.B. Young on 06/09/2026	Total Time Costs Total Time 45m 0s	Total Costs \$11.25

WORK ORDER INFO	LOCATION & ASSET	DUE & STATUS	TIME & COST	PROCEDURE ANSWERS
J.B. Young				
ID: #7712 Cut right away Type: Reactive Signage		✓ Done Completed by J.B. Young on 06/10/2026	Total Time Costs	\$22.50
			Total Time	1h 30m 0s
			Total Costs	\$22.50
J.B. Young				
ID: #7725 Street blades torn down Type: Reactive Signage		✓ Done Completed by J.B. Young on 06/11/2026	Total Time Costs	\$5.00
			Total Time	20m 0s
			Total Costs	\$5.00
J.B. Young				
ID: #7726 Street blades leaning Type: Reactive Signage		✓ Done Completed by J.B. Young on 06/11/2026	Total Time Costs	\$2.50
			Total Time	10m 0s
			Total Costs	\$2.50
J.B. Young				
ID: #7730 Blind corner Type: Reactive Signage		✓ Done Completed by J.B. Young on 06/11/2026	Total Time Costs	\$7.50
			Total Time	30m 0s
			Total Costs	\$7.50
J.B. Young				
ID: #7733 Faded street blades & Stopsign Type: Reactive Signage		✓ Done Completed by J.B. Young on 06/12/2026	Total Time Costs	\$22.53
			Total Time	1h 30m 8s
			Total Costs	\$22.53
J.B. Young				
ID: #7738		✓ Done	Total Time Costs	\$22.50

WORK ORDER INFO	LOCATION & ASSET	DUE & STATUS	TIME & COST	PROCEDURE ANSWERS
Cut right away Type: Reactive Signage J.B. Young		Completed by J.B. Young on 06/12/2026	Total Time 1h 30m 0s Total Costs \$22.50	
ID: #7743 Broken limb hanging down in middle of street Type: Reactive Signage J.B. Young		✓ Done Completed by J.B. Young on 06/15/2026	Total Time Costs Total Time 10m 0s Total Costs \$2.50	
ID: #7744 Blind corner Type: Reactive Signage J.B. Young		✓ Done Completed by J.B. Young on 06/15/2026	Total Time Costs Total Time 25m 0s Total Costs \$6.25	
ID: #7745 Cut right away Type: Reactive Signage J.B. Young		✓ Done Completed by J.B. Young on 06/15/2026	Total Time Costs Total Time 25m 0s Total Costs \$6.25	
ID: #7746 Cut back right away Type: Reactive Signage J.B. Young		✓ Done Completed by J.B. Young on 06/15/2026	Total Time Costs Total Time 20m 0s Total Costs \$5.00	

WORK ORDER INFO	LOCATION & ASSET	DUE & STATUS	TIME & COST	PROCEDURE ANSWERS
ID: #7749 Faded stopsign Type: Reactive Signage J.B. Young		✓ Done Completed by J.B. Young on 06/16/2026	Total Time Costs Total Time Total Costs \$3.75 15m 0s \$3.75	
ID: #7753 Faded street blades Type: Reactive Signage J.B. Young		✓ Done Completed by J.B. Young on 06/16/2026	Total Time Costs Total Time Total Costs \$29.93 1h 59m 43s \$29.93	
ID: #7766 Limbs blocking view of 25mph sign Type: Reactive Signage J.B. Young		✓ Done Completed by J.B. Young on 06/17/2026	Total Time Costs Total Time Total Costs \$5.00 20m 0s \$5.00	
ID: #7767 Limbs blocking view of stopsign Type: Reactive Signage J.B. Young		✓ Done Completed by J.B. Young on 06/17/2026	Total Time Costs Total Time Total Costs \$6.25 25m 0s \$6.25	
ID: #7770 Faded stopsign Type: Reactive Signage J.B. Young		✓ Done Completed by J.B. Young on 06/18/2026	Total Time Costs Total Time Total Costs \$3.00 12m 0s \$3.00	

WORK ORDER INFO	LOCATION & ASSET	DUE & STATUS	TIME & COST	PROCEDURE ANSWERS
ID: #7773 Cut right away Type: Reactive Signage J.B. Young		✓ Done Completed by J.B. Young on 06/18/2026	Total Time Costs Total Time \$7.50 30m 0s Total Costs \$7.50	
ID: #7777 Limbs blocking view of stopsign & 25mph sign Type: Reactive Signage J.B. Young		✓ Done Completed by J.B. Young on 06/22/2026	Total Time Costs Total Time \$7.50 30m 0s Total Costs \$7.50	
ID: #7778 Blind corner Type: Reactive Signage J.B. Young		✓ Done Completed by J.B. Young on 06/22/2026	Total Time Costs Total Time \$5.00 20m 0s Total Costs \$5.00	
ID: #7779 Blind corner Type: Reactive Signage J.B. Young		✓ Done Completed by J.B. Young on 06/22/2026	Total Time Costs Total Time \$6.25 25m 0s Total Costs \$6.25	
ID: #7780 Vines growing on stopsign Type: Reactive Signage J.B. Young		✓ Done Completed by J.B. Young on 06/22/2026	Total Time Costs Total Time \$2.50 10m 0s Total Costs \$2.50	
ID: #7781		✓ Done	Total Time Costs \$5.00	

WORK ORDER INFO	LOCATION & ASSET	DUE & STATUS	TIME & COST	PROCEDURE ANSWERS
Limbs blocking view of stopsign Type: Reactive Signage J.B. Young		Completed by J.B. Young on 06/22/2026 Done Completed by J.B. Young on 06/22/2026	Total Time 20m 0s Total Costs \$5.00	
ID: #7782 No Parking sign torn down Type: Reactive Signage J.B. Young		Done Completed by J.B. Young on 06/22/2026	Total Time Costs Total Time 20m 0s Total Costs \$5.00	
ID: #7783 Cut ditch Type: Reactive Signage J.B. Young		Done Completed by J.B. Young on 06/22/2026	Total Time Costs Total Time 1h 10m 0s Total Costs \$17.50	
ID: #7790 Install 8-ft u-channel pole Type: Reactive Signage J.B. Young		Done Completed by J.B. Young on 06/23/2026	Total Time Costs Total Time 20m 0s Total Costs \$5.00	
ID: #7791 Blind corner Type: Reactive Signage J.B. Young		Done Completed by J.B. Young on 06/23/2026	Total Time Costs Total Time 25m 0s Total Costs \$6.25	
ID: #7793 Stopsign torn down Type: Reactive		Done Completed by J.B. Young on 06/23/2026	Total Time Costs Total Time \$6.25 25m 0s	

WORK ORDER INFO		LOCATION & ASSET	DUE & STATUS		TIME & COST	PROCEDURE ANSWERS
Signage J.B. Young					Total Costs \$6.25	
ID: #7799 Blind corner Type: Reactive Signage J.B. Young			✓ Done Completed by J.B. Young on 06/23/2026	Total Time Costs Total Time \$8.75 35m 0s	Total Costs \$8.75	
ID: #7805 Limbs blocking view of stopsign Type: Reactive Signage J.B. Young			✓ Done Completed by J.B. Young on 06/24/2026	Total Time Costs Total Time \$3.75 15m 0s	Total Costs \$3.75	
ID: #7809 Limbs blocking view of stopsign Type: Reactive Signage J.B. Young			✓ Done Completed by J.B. Young on 06/24/2026	Total Time Costs Total Time \$5.00 20m 0s	Total Costs \$5.00	
ID: #7812 Debris growing around 25mph sign Type: Reactive Signage J.B. Young			✓ Done Completed by J.B. Young on 06/24/2026	Total Time Costs Total Time \$3.75 15m 0s	Total Costs \$3.75	

WORK ORDER INFO	LOCATION & ASSET	DUE & STATUS	TIME & COST	PROCEDURE ANSWERS
ID: #7814 Cut ditches Type: Reactive Signage J.B. Young		✓ Done Completed by J.B. Young on 06/24/2026	Total Time Costs Total Time \$8.75 35m 0s Total Costs \$8.75	
ID: #7815 Cut right away Type: Reactive Signage J.B. Young		✓ Done Completed by J.B. Young on 06/24/2026	Total Time Costs Total Time \$5.00 20m 0s Total Costs \$5.00	
ID: #7819 Cut right away Type: Reactive Signage J.B. Young		✓ Done Completed by J.B. Young on 06/25/2026	Total Time Costs Total Time \$22.50 1h 30m 0s Total Costs \$22.50	
ID: #7820 Graffiti on power boxes Type: Reactive Signage J.B. Young		✓ Done Completed by J.B. Young on 06/26/2026	Total Time Costs Total Time \$11.25 45m 0s Total Costs \$11.25	
ID: #7824 Cut right away Type: Reactive Signage J.B. Young		✓ Done Completed by J.B. Young on 06/26/2026	Total Time Costs Total Time \$11.25 45m 0s Total Costs \$11.25	
ID: #7830 Limbs blocking view of stopsign		✓ Done Completed by J.B. Young on 06/29/2026	Total Time Costs Total Time \$3.75 15m 0s	

WORK ORDER INFO	LOCATION & ASSET	DUE & STATUS	TIME & COST	PROCEDURE ANSWERS
Type: Reactive Signage J.B. Young			Total Costs \$3.75	
ID: #7832 UT limbs blocking view of stopsign Type: Reactive Signage J.B. Young		✓ Done Completed by J.B. Young on 06/29/2026	Total Time Costs Total Time \$3.7515m 0s Total Costs \$3.75	
ID: #7833 Limbs blocking view of 25mph sign Type: Reactive Signage J.B. Young		✓ Done Completed by J.B. Young on 06/29/2026	Total Time Costs Total Time \$5.0020m 0s Total Costs \$5.00	
ID: #7834 Limbs blocking view of No Thru Trucks sign Type: Reactive Signage J.B. Young		✓ Done Completed by J.B. Young on 06/29/2026	Total Time Costs Total Time \$3.7515m 0s Total Costs \$3.75	
ID: #7849 Blind corner Type: Reactive Signage J.B. Young		✓ Done Completed by J.B. Young on 06/30/2026	Total Time Costs Total Time \$5.0020m 0s Total Costs \$5.00	
ID: #7850 25mph sign leaning Type: Reactive Signage		✓ Done Completed by J.B. Young on 06/30/2026	Total Time Costs Total Time \$2.5010m 0s Total Costs \$2.50	

WORK ORDER INFO	LOCATION & ASSET	DUE & STATUS	TIME & COST	PROCEDURE ANSWERS
J.B. Young				
ID: #7851 Cut ditches Type: Reactive Signage		✓ Done Completed by J.B. Young on 06/30/2026	Total Time Costs Total Time \$37.50 2h 30m 0s Total Costs \$37.50	
J.B. Young				

Town of Smithfield
Public Works Drainage/Street Division
Monthly Report
June 30, 2026



I. Statistical Section

- a. All catch basins in problem areas were cleaned on a weekly basis
- b. 0 Work Orders – 0 Tons of Asphalt was placed in 0 utility cuts, 0 gator areas and 0 overlay.
- c. 0 Work Order – 0 Linear Feet Drainage Pipe installed.
- d. 0 Work Orders - 0 Linear Feet of ditches were cleaned
- e. 3 Work Orders – 150lbs. of Cold Patch was used for 3 Potholes.

II. Major Revenues

None for the month

III. Major Expenses for the Month:

none for the month.

IV. Personnel Update:

No one for the month of June.

V. Narrative of monthly departmental activities:

The Public Works Department safety meeting "Slip, Trips, and Falls" With Neo Gov. and on Glucose Screenings" With Jaime Pearce.



Work Orders List for 06/01/2026 - 06/30/2026

WORK ORDER INFO	LOCATION & ASSET	DUE & STATUS	TIME & COST	PROCEDURE ANSWERS
ID: #7650 Pothole, Resurfacing, and miscellaneous Type: Reactive Drainage Potholes and street repairs	Warren Summers	✓ Done Completed by Warren Summers on 06/01/2026	Total Time Costs Total Time Total Costs	\$165.28 8h 0m 0s \$165.28
ID: #7651 58 Towbridge Dr. Type: Reactive High Drainage	Drainage Division Drainage Division	06/02/2026 ✓ Done Completed by Warren Summers on 06/03/2026		
ID: #7660 Landscaping Type: Reactive Appearance Division	Warren Summers	✓ Done Completed by Warren Summers on 06/03/2026	Total Time Costs Total Time Total Costs	\$165.28 8h 0m 0s \$165.28
ID: #7661 102 Elm Drive, pothole Type: Reactive Medium Streets	Drainage Division Street Division	06/03/2026 ✓ Done Completed by Warren Summers on 06/03/2026	Total Time Costs Total Time Total Costs	\$6.13 17m 49s \$6.13

WORK ORDER INFO		LOCATION & ASSET	DUE & STATUS	TIME & COST	PROCEDURE ANSWERS
Division Warren Summers					
ID: #7662 Runnymede Drive Type: Reactive Medium Streets Division Warren Summers		Drainage Division Street Division	06/04/2026 ✓ Done Completed by Warren Summers on 06/04/2026	Total Time Costs Total Time \$10.92 31m 43s Total Costs\$10.92	
ID: #7675 Pothole repair, drainage inspection, and miscellaneous duties Type: Reactive Drainage, Potholes, or miscellaneous Warren Summers			✓ Done Completed by Warren Summers on 06/04/2026	Total Time Costs Total Time \$144.62 7h 0m 0s Total Costs\$144.62	
ID: #7683 Drainage inspection Type: Reactive Drainage Warren Summers			✓ Done Completed by Warren Summers on 06/05/2026	Total Time Costs Total Time \$165.28 8h 0m 0s Total Costs\$165.28	
ID: #7688 303 Ash Street Type: Reactive Low Streets Division Warren Summers		Drainage Division Street Division	06/08/2026 ✓ Done Completed by Warren Summers on 06/08/2026		

WORK ORDER INFO	LOCATION & ASSET	DUE & STATUS	TIME & COST	PROCEDURE ANSWERS
ID: #7696 Hole beside catch basin Type: Reactive Streets Division Warren Summers		✓ Done Completed by Warren Summers on 06/09/2026	Total Time Costs Total Time \$32.99 1h 35m 48s Total Costs\$32.99	
ID: #7709 Inspecting basins Type: Reactive Drainage Warren Summers		✓ Done Completed by Warren Summers on 06/09/2026	Total Time Costs Total Time \$123.96 6h 0m 0s Total Costs\$123.96	
ID: #7717 Basin drain inspections Type: Reactive Drainage Warren Summers		✓ Done Completed by Warren Summers on 06/10/2026		
ID: #7732 Landscaping and basin inspection Type: Reactive Drainage and appearance Warren Summers		✓ Done Completed by Warren Summers on 06/11/2026	Total Time Costs Total Time \$165.28 8h 0m 0s Total Costs\$165.28	
ID: #7739 Landscaping curbing Type: Reactive Drainage and Streets Warren Summers		✓ Done Completed by Warren Summers on 06/12/2026	Total Time Costs Total Time \$82.64 4h 0m 0s Total Costs\$82.64	

WORK ORDER INFO		LOCATION & ASSET	DUE & STATUS		TIME & COST	PROCEDURE ANSWERS
Warren Summers						
ID: #7763	Curb cleanup and hole filling Type: Reactive Drainage and Streets	Warren Summers	✓ Done Completed by Warren Summers on 06/16/2026	Total Time Costs Total Time	\$165.28 8h 0m 0s \$165.28	
ID: #7762	Landscaping Type: Reactive Appearance Division	Warren Summers	✓ Done Completed by Warren Summers on 06/16/2026	Total Time Costs Total Time	\$165.28 8h 0m 0s \$165.28	
ID: #7768	Landscaping and drainage inspection Type: Reactive Drainage and appearance	Warren Summers	✓ Done Completed by Warren Summers on 06/17/2026	Total Time Costs Total Time	\$165.28 8h 0m 0s \$165.28	
ID: #7774	Landscaping Type: Reactive Appearance Division	Warren Summers	✓ Done Completed by Warren Summers on 06/19/2026	Total Time Costs Total Time	\$165.28 8h 0m 0s \$165.28	
ID: #7776	Basin inspection, Driveway cleanup and		✓ Done Completed by Warren Summers on 06/19/2026	Total Time Costs Total Time	\$165.28 8h 0m 0s	

WORK ORDER INFO	LOCATION & ASSET	DUE & STATUS	TIME & COST	PROCEDURE ANSWERS
miscellaneous duties Type: Reactive Drainage Potholes and street repairs Drainage, Streets, Miscellaneous Warren Summers			Total Costs	\$165.28
ID: #7803 Landscaping Type: Reactive Appearance Division Warren Summers		✓ Done Completed by Warren Summers on 06/23/2026	Total Time Costs Total Time	\$165.28 8h 0m 0s
			Total Costs	\$165.28
ID: #7804 Inspecting drainage, basins, and miscellaneous duties Type: Reactive Drainage and miscellaneous Warren Summers		✓ Done Completed by Warren Summers on 06/23/2026	Total Time Costs Total Time	\$165.28 8h 0m 0s
			Total Costs	\$165.28
ID: #7842 Basin inspection and Suction truck training Type: Reactive Drainage Warren Summers		✓ Done Completed by Warren Summers on 06/29/2026	Total Time Costs Total Time	\$165.28 8h 0m 0s
			Total Costs	\$165.28
ID: #7844 Basin inspection		✓ Done	Total Time Costs Total Time	\$165.28 8h 0m 0s

**Town of Smithfield
Public Works Fleet Maintenance Division
Monthly Report
June 30, 2025**



I. Statistical Section

- 1 Preventive Maintenances
- 0 North Carolina Inspections
- 12 Work Orders

II. Major Revenues

None for the month

III. Major Expenses for the Month:

None

IV. Personnel Update:

None for the month

V. Narrative of monthly departmental activities:

The shop employees performed preventive maintenances on all Town owned vehicles. The Public Works Department safety meeting "Slip, Trips, and Falls" With Neo Gov. and on " Blood Glucose Screenings" With Jaime Pearce.

Work Orders List for 06/01/2026 - 06/30/2026



WORK ORDER INFO		LOCATION & ASSET	DUE & STATUS	TIME & COST	PROCEDURE ANSWERS
ID: #7657 Replaced valve stem 412 Type: Reactive Drainage Andrew Strickland		Drainage Division Truck #412 Parent: Drainage Division	✓ Done Completed by Andrew Strickland on 06/02/2026	Total Time Costs	\$22.33
				Total Time	1h 0m 0s
				Total Costs	\$22.33
ID: #7665 Install safety lights code enforcement Type: Reactive Code enforcement Andrew Strickland		Town Hall Ford ranger Parent: Code enforcement	✓ Done Completed by Andrew Strickland on 06/04/2026	Total Time Costs	\$89.32
				Total Time	4h 0m 0s
				Total Costs	\$89.32
ID: #7666 Fixed backhoe tire 411 Type: Reactive Drainage Andrew Strickland		Drainage Division Backhoe #411 Parent: Drainage Division	✓ Done Completed by Andrew Strickland on 06/04/2026	Total Time Costs	\$44.66
				Total Time	2h 0m 0s
				Total Costs	\$44.66
ID: #7667 Replaced Hydraulic line 305 Type: Reactive Sanitation Division Andrew Strickland		Drainage Division Truck #305 Parent: Sanitation Division	✓ Done Completed by Andrew Strickland on 06/04/2026	Total Time Costs	\$22.33
				Total Time	1h 0m 0s
				Total Costs	\$22.33
ID: #7671		Drainage Division	✓ Done	Total Time Costs	\$22.33

WORK ORDER INFO		LOCATION & ASSET	DUE & STATUS	TIME & COST	PROCEDURE ANSWERS
Service 820	Type: Reactive	Truck# 820 Parent: Public Utilities (Water and Sewer)	Completed by Andrew Strickland on 06/04/2026	Total Time	1h 0m 0s
	Utilities			Total Costs	\$22.33
Andrew Strickland					
ID: #7679	Drainage Division				
Service 808	Done				
Type: Reactive	Completed by Andrew Strickland on 06/05/2026				
Utilities	Truck# 15808 Parent: Public Utilities (Electric Department)				
Andrew Strickland					
ID: #7714	Drainage Division				
Replaced pump to pto gasket 319	Done				
Type: Reactive	Completed by Andrew Strickland on 06/10/2026				
Sanitation Division	Truck #319 Parent: Sanitation Division				
Andrew Strickland					
ID: #7715	Drainage Division				
Replaced mode door actuator 704	Done				
Type: Reactive	Completed by Andrew Strickland on 06/10/2026				
Utilities	Truck# 15704 Parent: Public Utilities (Water and Sewer)				
Andrew Strickland					
ID: #7716	Drainage Division				
Replaced Hydraulic lines 319	Done				
Type: Reactive	Completed by Andrew Strickland on 06/10/2026				
Sanitation Division	Truck #319 Parent: Sanitation Division				
Andrew Strickland					
ID: #7800	Public Utilities				
Service 803	Done				
				Total Time Costs	\$22.33

WORK ORDER INFO		LOCATION & ASSET	DUE & STATUS	TIME & COST	PROCEDURE ANSWERS
Type: Reactive	Utilities	803	Parent: Public Utilities (Electric Department) Completed by Andrew Strickland on 06/23/2026	Total Time	1h 0m 0s
				Total Costs	\$22.33
				Andrew Strickland	

WORK ORDER INFO	LOCATION & ASSET	DUE & STATUS	TIME & COST	PROCEDURE ANSWERS
Type: Reactive Drainage Warren Summers		Completed by Warren Summers on 06/29/2026	Total Costs \$165.28	
ID: #7853 Landscaping Type: Reactive Drainage, Appearance, Miscellaneous Duties Warren Summers		✓ Done Completed by Warren Summers on 06/30/2026	Total Time Costs Total Time 8h 0m 0s Total Costs \$165.28	
ID: #7682 Drainage inspection Type: Reactive Drainage Warren Summers		Open		

Town of Smithfield
Public Works Sanitation Division
Monthly Report
June 30, 2026



I. Statistical Section

The Division collected from approximately 4,678 homes, 4 times during the month

- a. Sanitation forces completed 46 work orders
- b. Sanitation forces collected tons 516.76 of household waste
- c. Sanitation forces disposed of loads 0 of yard waste and debris at Spain Farms Nursery
- d. Recycled 0 tons of clean wood waste (pallets) at Convenient Site Center
- e. Town's forces collected 42.87 tons of construction debris (C&D)
- f. Town disposed of 0 scrap tires that was collected at Convenient Site Center
- g. Recycling forces collected 3.80 tons of recyclable plastic
- h. Recycled 0 lbs. of cardboard material from the Convenient Site Center
- i. A total of 111.67 tons of loose yard waste was collected and dumped Landfill.
- j. Recycled 0 lbs. of plastics & glass (co-mingle) from the Convenient Site Center

II. Major Revenues

- a. Received \$0.00 from Sonoco Products for cardboard material
- b. Sold 0 lbs. of aluminum cans for
- c. Sold 0 lbs. of shredder steel for \$0 to Foss.

III. Major Expenses for the Month:

Cox Repair Service was paid \$600.00 for the tow of TK #319

IV. Personnel Update:

No Personal Update

V. Narrative of monthly departmental activities:

The Public Works Department safety meeting "Slip, Trips, and Falls" With Neo Gov. and on "Blood Glucose Screenings" With Jaime Pearce.

Public Works Delivered traffic control devices For Johnston County Summer food services.

Community Service Workers worked 62 Hrs.

**Town of Smithfield
Public Works Storm Water Division
Monthly Report
June 30, 2026**



I. Statistical Section

II. Major Revenues

None

III. Major Expenses for the Month:

None

IV. Personnel Update:

None

V. Narrative of monthly departmental activities:

Street Sweep and storm drain cleaning and repair.

The Public Works Department safety meeting "Slip, Trips, and Falls" With Neo Gov. and on "Blood Glucose Screenings" With Jaime Pearce.

Public Works Delivered traffic control devices For Johnston County Summer food services.

PARKS AND RECREATION / SRAC

MONTHLY REPORT

JUNE, 2026

PARKS AND RECREATION												JULY 2025	AUGUST 2025	SEPTEMBER 2025	OCTOBER 2025	NOVEMBER 2025	DECEMBER 2025	JANUARY 2026	FEBRUARY 2026	MARCH 2026	APRIL 2026	MAY 2026	JUNE 2026	FY 25/26 YTD
ATHLETICS PROGRAMS												3	5	5	5	2	1	1	1	5	4	4	4	40
NUMBER OF PARTICIPANTS												621	671	671	995	618	413	413	413	627	566	566	2566	9140
NUMBER OF GAMES												72	23	132	201	12	0	77	98	40	134	134	139	1050
PLAYER GAME EXPERIENCES												1728	834	2646	5250	360	0	1386	1764	1200	3278	3454	3422	25322
NUMBER OF PRACTICES												3	12	67	12	7	376	128	83	137	39	10	4	1015
PLAYER PRACTICE EXPERIENCES												243	2520	1345	487	310	3760	1152	747	1921	494	120	152	13251
NUMBER OF CAMPS												1	0	0	0	0	0	0	0	0	0	0	5	6
CAMPS SESSIONS												3	0	0	0	0	0	0	0	0	0	0	16	19
PLAYER CAMP EXPERIENCES												144	0	0	0	0	0	0	0	0	0	0	465	609
PROGRAMS												11	4	4	5	3	4	2	5	3	4	4	5	54
PROGRAMS EXPERIENCES												996	402	322	895	109	189	28	73	96	107	54	317	3588
SPECIAL EVENTS												1	0	1	1	1	3	0	1	3	2	1	1	15
ESTIMATED ATTENDANCE												3000	0	275	825	250	3701	0	258	1654	388	500	200	11051
SARAH YARD VISITS												109	114	163	193	158	108	66	74	109	113	109	81	1397
PARKS AND FACILITY RENTALS												11	29	47	53	16	6	2	37	90	73	52	29	445
NUMBER PARKS AND FACILITY RENTAL USERS												247	1367	3973	2845	697	60	24	652	1703	1961	1930	7346	22805
TOTAL UNIQUE CONTACTS												7088	5908	9395	11490	2502	8231	3069	3981	7310	6907	6733	14549	87163
PARKS AND RECREATION REVENUES												\$ 19,382	\$ 7,407	\$ 13,332	\$ 20,340	\$ 3,089	\$ 2,910	\$ 14,486	\$ 11,651	\$ 13,296	\$ 21,462	\$ 16,355	\$ 10,467	\$ 160,991
PARKS AND RECREATION OPERATIONS EXPENSES												\$ 82,116	\$ 112,147	\$ 102,780	\$ 98,645	\$ 86,526	\$ 88,636	\$ 108,013	\$ 82,228	\$ 82,231	\$ 91,905	\$ 101,286	\$ 150,925	\$ 1,187,438
PARKS AND RECREATION CAPITAL EXPENDITURES												\$ -	\$ 19,075	\$ 7,400	\$ 310	\$ 14,299	\$ -	\$ 10,000	\$ 8,000	\$ 370,520	\$ -	\$ 54,106	\$ 12,808	\$ 496,518
SARAH YARD OPERATIONS EXPENSES												\$ 2,554	\$ 4,802	\$ 6,007	\$ 2,492	\$ 2,722	\$ 3,414	\$ 3,392	\$ 2,460	\$ 2,905	\$ 2,808	\$ 2,139	\$ 6,809	\$ 42,504
SARAH YARD CENTER CAPITAL EXPENDITURES												\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 6,104
SRAC												JULY 2025	AUGUST 2025	SEPTEMBER 2025	OCTOBER 2025	NOVEMBER 2025	DECEMBER 2025	JANUARY 2025	FEBRUARY 2025	MARCH 2025	APRIL 2025	MAY 2025	JUNE 2025	FY 25/26 YTD
NO OF PROGRAMS												26	5	3	3	5	4	3	6	6	9	5	9	84
PROGRAM PARTICIPANTS												815	414	521	689	398	255	295	433	780	102	346	418	5466
PROGRAM CONTACTS												2243	414	539	689	398	299	295	454	795	780	1064	2045	10015
FITNESS CLASSES												11	12	14	14	14	12	14	11	12	14	13	14	155
FITNESS CLASSES CONTACTS												588	531	690	580	601	851	651	563	615	646	692	810	7818
SRAC MEMBERSHIPS												4357	4386	4379	4386	4407	4412	4436	4497	4521	4496	4655	4830	4830
SRAC MEMBER VISITS												5369	5032	4020	3911	3364	3510	3880	3969	4679	4312	4312	5137	51495
DAY PASSES												4867	2627	797	692	783	1007	1110	1118	1790	2626	2234	4571	24322
FACILITY RENTALS												39	48	31	29	30	33	14	40	36	33	68	39	440
SRAC FACILITY RENTAL USERS												2984	2006	1402	1615	1563	2273	2042	1279	1351	1289	1689	1725	21218
TOTAL UNIQUE CONTACTS												16151	10610	7448	7487	6709	7940	7878	7383	9230	9653	9991		100580
SRAC REVENUES												\$ 84,029	\$ 67,963	\$ 64,118	\$ 56,591	\$ 49,077	\$ 45,912	\$ 57,271	\$ 58,176	\$ 75,795	\$ 148,031	\$ 73,190	\$ 100,696	\$ 817,422
SRAC OPERATIONS EXPENSES												\$ 97,339	\$ 145,094	\$ 103,223	\$ 94,859	\$ 88,603	\$ 75,325	\$ 109,346	\$ 85,503	\$ 74,733	\$ 101,017	\$ 92,125		\$ 1,067,167
SRAC CAPITAL EXPENSES												\$ -	\$ -	\$ -	\$ 69,464	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		\$ 112,945
TOTAL NUMBER OF CONTACTS												HIGHLIGHTS								TOTAL NUMBER OF CONTACTS				187743
												SRAC												
												Smithfield												
												Smithfield Recreational & Aquatics Center												
												Wallyball												
												Tiger Sharks Swim Team												
												Able Without Barriers Inclusion Program												
												HIGHLIGHTS												
												S/JBA Invitational												
												River Jam Concert Series - Liquid Pleasure												
												Birds of Prey Nature Program												



- **Statistical Section**

- Electric CP Demand 29,601 Kw relative to May's demand of 26,773 Kw.
- Electric System Reliability was 98.7526%, with two (2) recorded main line outages; relative to May's 99.9963%.
- Raw water treated on a daily average was 5.975 MG relative to 5.187 MG for May; with a maximum demand of 6.966 MG relative to May's 6.260 MG.
- Total finished water to the system was 165.633 MG relative to May's 153.457 MG.
Average daily for the month was 5.521 MG relative to May's 4.950 MG.
Daily maximum was 6.044 MG (June 12th & 17th) relative to May's 5.756 MG.
Daily minimum was 4.650 MG (June 24th), relative to May's 3.017 MG.

- **Miscellaneous Revenues**

- Water sales were \$291,742 relative to May's \$293,838
- Sewer sales were \$502,341 relative to May's \$509,421
- Electrical sales were \$1,496,862 relative to May's sales of \$1,308,961
- Johnston County Water purchases were \$272,953 for 107.462 MG relative to May's \$257,056 for 101.203 MG.

- **Major Expenses for the Month**

- Electricity purchases were \$1,207,879 relative to May's \$1,063,126
- Johnston County sewer charge was \$213,276 for 43.349 MG relative to May's \$226,960 for 46.130 MG.

- **Personnel Changes**

- Onyx Gustafson resigned from the Meter Reader position on June 30, 2026



**Town of Smithfield
Electric Department
Monthly Report
JULY, 2026**

I. Statistical Section

- Street Lights repaired -21
- Area Lights repaired-4
- Service calls – 48
- Underground Electric Locates -
- Poles changed out/removed or installed -9
- Underground Services Installed -3

II. Major Revenues

- Process starting to extend Kellie drive feeder to create a loop.
Sending out material list to vendors for prices for Kellie Drive feeder.

III. Major Expenses for the Month:

- Booth & Associates laying out Kellie Dr loop circuit. Bid sent to contractors.

IV. Personnel Update:

- The Electrical Dept. has a full staff at this time.
- Five employees are enrolled in ElectriCities Line Career Development Program. Three passed level two test, one passed level one, all going to last "hands on" school to advance to next level. Three passed all requirements to advance to level three.

V. Miscellaneous Activities:

- Installing circuit in Local 70 subdivision.
- Working on light circuit at JCC Safety training building.
- Working on replacing old poles and upgrading lines on the South side and North side Market St. area.



Public Utilities Water and Sewer

Monthly Statistics	Month Ending	7/31/2026
	<i>Monthly Total</i>	<i>Year to Date Total</i>
Water Calls	89	89
Sewer Calls	71	71
Utility Locates	360	360
Storm Drainage Calls	2	2
Total Calls	522	522
Quotes new services	4	4
Inspections	8	123
Locate existing water & sewer services	7	7
Disconnect water	4	64
Reconnect water	5	5
Test meter	3	3
Temp hydrant meter	0	0
Discolored water call	2	2
Low pressure call	12	12
Leak detection	18	18
Meter check	31	31
Meter repair	21	21
Meter leak	5	5
Service leak	4	4
Water main leak	3	3
Replace existing water meter	8	159
Install new water meter	18	18
Install new water service	3	3
Renew water service	0	0
Water blow off repair	0	0
Street cuts	5	5

Repair utility cut or sink hole	2	2
Fire hydrant repair	1	1
Fire hydrant replaced	0	0
Camera Sewer main or service	0	0
Sewer odor complaint	2	2
Sewer repair	37	37
Clean out repair or install	3	99
LF of sewer main cleaned	500	50
LF of sewer service cleaned	597	597
LF of storm drain cleaned	1000	1000

- Serviced and maintained 22 Sanitary Sewer Lift Stations 2 times per week
- Inspected all aerial sewer lines
- Inspected all high priority manholes weekly
- Helped public works with cleaning storm drain lines and catch basins during and before rain events

Major Expenses for the month of July

- Had Stuckey to make some water and sewer repairs that we were not able to.

Upcoming Projects for the Month of August

- I 95 project continues.
- Finley Landing homes are being built, which means meters are being installed.
- New subdivision behind Walmart still going.
- Hydromechanics will continue replacing and repairing fire hydrants.

Personnel Updates



MONTHLY WATER LOSS REPORT

July 2026

(5) - Meters with slow washer leaks

3/4" Line, Pin hole, 4 Days

3/4" Line, 1/8", 4 Days

3/4" Line, Shear, 2 Days

6" Line, Shear, 1 Day

6" Line, Shear, 8 Hours

1 1/4" Line, Shear, 3 Hours

Smithfield Water Plant
Distribution Sampling Site Plan

Hydrant Flushing

Street Name	Date	Chlorine	Time	Gallons	Psi	Street Name	Date	Chlorine	Time	Gallons	PSI
Stephson Drive	07/01/26	3	15	7965	10	North Street	07/02/26	3	15	17820	40
Computer Drive	07/01/26	3	15	31860	10	West Street	07/02/26	3.2	15	78030	50
Castle Drive	07/01/26	1.5	15	7965	10	Regency Drive	07/02/26	3	15	63720	60
Parkway Drive	07/01/26	1.5	15	63720	40	Randers Court	07/02/26	3	15	15930	40
Garner Drive	07/01/26	3	15	63723	40	Noble Street	07/02/26	3.2	15	15930	40
Hwy 210 LIFT ST.	07/01/26	2	15	15930	40	Fieldale Dr#1(L)	07/02/26	3	15	63720	40
Skyland Drive	07/01/26	3	15	7965	10	Fieldale Dr#2(R)	07/02/26	3	15	63720	40
Bradford Street	07/01/26	3	15	15930	10	Heather Court	07/02/26	3.4	15	15930	40
Kellie Drive	07/01/26	3	15	7965	10	Reeding Place	07/02/26	3.4	15	15930	40
Edgewater	07/01/26	3	15	7965	10	East Street	07/02/26	3	15	63720	40
Edgecombe	07/01/26	3	15	15930	40	Smith Street	07/02/26	3.2	15	63720	40
Valley Wood	07/02/26	3	15	63720	40	Wellons Street	07/02/26	3.1	15	63720	40
Creek Wood	07/02/26	2.5	15	63720	40	Kay Drive	07/01/26	3.4	15	38985	15
White Oak Drive	07/02/26	3	15	7965	10	Huntington Place	07/01/26	3.4	15	38985	15
Brookwood Drive	07/02/26	3	15	22515	5	N. Lakeside Drive	07/01/26	3.4	15	9750	15
Runnymede Place	07/02/26	3	15	31860	10	Cypress Point	07/01/26	3.4	15	34890	12
Nottingham Place	07/02/26	2.5	15	38985	10	Quail Run	07/01/26	3.4	15	8715	12
Heritage Drive	07/02/26	3	15	38985	10	British Court	07/01/26	3.2	15	8715	12
Noble Plaza #1	07/02/26	3	15	9750	10	Tyler Street	07/01/26	3.4	15	78030	60
Noble Plaza #2	07/02/26	3	15	9750	10	Yelverton Road	07/01/26	3.4	15	63720	40
Pinecrest Street	07/02/26	3	15	19500	10	Ava Gardner	07/01/26	3	15	63720	40
S. Sussex Drive	07/02/26	3	15	31860	10	Waddell Drive	07/01/26	3.4	15	7965	10
Elm Drive	07/02/26	3	15	9750	10	Henly Place	07/01/26	3.2	15	8715	12
						Birch Street	07/01/26	3.4	15	34890	12
Coor Farm Supply	06/04/26	3	15	7965	10	Pine Street	07/01/26	3.4	15	38985	15
Old Goldsboro Rd.	06/04/26	3	15	7965	10	Oak Drive	07/01/26	3.4	15	37695	14
Hillcrest Drive	07/02/26	3.4	15	31860	10	Cedar Drive	07/01/26	3.4	15	31860	10
Eason Street	07/02/26	3	15	38985	40	Aspen Drive	07/01/26	3.2	15	34890	12
Magnolia circle	07/02/26	3	15	78030	40	Furlonge Street	07/01/26	3	15	34890	12
Rainbow Drive	07/02/26	3.4	15	19500	60	Golden Corral	07/01/26	3.2	15	40290	16
Rainbow Circle	07/02/26	3.2	15	19500	60	Holland Drive	07/01/26	3.2	15	9750	15
Moonbeam Circle	07/02/26	3.4	15	19500	60	Davis Street	07/01/26	3	15	34890	12
Ray Drive	07/02/26	3.4	15	15930	60	Caroline Ave.	07/01/26	3.4	15	31860	10
Will Drive	07/02/26	3	15	63720	40	Johnston Street	07/01/26	3.1	15	38985	15
Michael Lane	07/02/26	2.8	15	63721	40	Ryans	07/01/26	3	90	9750	15
Ward Street	07/02/26	3.4	15	15930	40						
				977884						1282815	2260699