



Mayor

Andy Moore

Mayor Pro-Tem

Emery Ashley

Council Members

Marlon Lee

J. Perry Harris

Travis Scott

Roger A. Wood

John A. Dunn

Stephen Rabil

Town Attorney

Robert Spence, Jr.

Town Manager

Michael L. Scott

Finance Director

Greg Siler

Town Clerk

Shannan Williams

Town Council

Agenda

Packet

Meeting Date: Tuesday, September 5, 2017

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 SEPTEMBER 5, 2017
7:00 PM**

Call to Order

Invocation

Pledge of Allegiance by Girl Scout Troop 614

Approval of Agenda

Page

Presentations - None

Public Hearings - None

Citizens Comments

Consent Agenda Items

- 1. Approval of Minutes** August 1, 2017– Regular Meeting.....1
August 1, 2017 – Closed Session (Under Separate Cover)

- 2. Special Event – Car Show:** The applicants, the Smithfield Police Department and Hopes N Dreams, are seeking approval to conduct a Car Show to be held on September 9, 2017 from 9:00 am until 5:00 pm at 1140 West Market Street. There will be food vendors and amplified sound from 12:00 pm until 5:00 pm. (Interim Planning Director – Steve Medlin) See attached information.....19

- 3. Special Event – Wine Walk:** The applicant, Harbor, Inc., is seeking approval to oversee planning for the Wine Walk previously approved April 4, 2017 for Downtown Smithfield Development Corporation. The Wine Walk is scheduled for November 17, 2017 from 5:00 p.m. to 9:00 p.m. in Downtown Smithfield. (Interim Planning Director – Steve Medlin) See attached information.....23

- 4. Special Event – Six County Silent March:** The applicant, Harbor, Inc., is seeking approval to participate in the Six County Silent March on October 31, 2017 from 12:00 p.m. to 1:00 p.m. This march will be held at Johnston County Courthouse. (Interim Planning Director – Steve Medlin) See attached information.....27

5. Street Closure – Saturday, September 16th 7:00 a.m. – 5:00 p.m. 7th Street from Church Street to Woodall Street will be closed for a live burn training event at 305 S. Seventh Street.
(Fire Chief – John Blanton) See attached information.....33

6. Consideration and Approval to adopt Resolution #610 (15-2017) Designation of Applicant’s Agent authorizing the Planning Staff to serve as the Town’s point of contact for the acquisition and elevation hazardous mitigation grant program with FEMA.
(Town Manager – Michael Scott) See attached information.....37

7. Consideration and Approval to submit grant applications to the North Carolina Department of Commerce and to the North Carolina Department of Natural and Cultural Resources for riverbank repairs.
(Town Manager – Michael Scott) See attached information.....41

8. Bid award and contract approval with Clegg’s Pest Control in the amount of \$2,310.00 for annual pest control services.
(Public Works Director – Lenny Branch) See attached information.....51

9. Bid Award and agreement approval with TEBCO Fencing in the amount of \$12,200 for the purchase and installation of fencing for the Miracle League Field.
(Parks and Recreation Director – Gary Johnson) See attached information.....57

10. Bid Award and agreement approval with Barrs Recreation, LLC. in the amount of \$36,249.50 for the purchase of playground equipment for the Bob Wallace Jaycee Kiddie Park.
(Parks and Recreation Director – Gary Johnson) See attached information.....63

11. Advisory Board Appointment

- a. Amy Keith has submitted an application for consideration to be reappointed to the Library Board of Trustees for a second term.
- b. Johnnie Pippin has submitted an application for consideration to be reappointed to the Library Board of Trustees for a second term.
- c. Oliver Johnson has submitted an application for consideration to be appointed to a first term on the Planning Board as an In-Town Alternate.
(Town Clerk – Shannan Williams) See attached information.....67

12. New Hire Report
(Human Resources Director/ PIO – Tim Kerigan) See attached information.....75

Business Items

- 1. Consideration and approval to add to the Town of Smithfield’s Code of Ordinances Chapter 9, Licenses, Permits & Miscellaneous Business Regulation, Article VIII Wine, Fortified Wine, And Mixed Beverages On Sunday Mornings; Section 9-250.**
(Town Manager – Michael Scott) See attached information.....77

- 2. Bid award and contract approval with Cla-Val Valves in the amount of \$33,334.00 for altitude valves.**
(Public Utilities Director – Ted Credle) See attached information.....83

- 3. Consideration and approval to adopt Resolution #611 (16-2017) requesting grant funding for the expansion of the Water Plant.**
(Public Utilities Director – Ted Credle) See attached information.....109

- 4. Electric Rate Stabilization Reserve**
(Finance Director – Greg Siler) See attached information.....113

- 5. Bid Award and agreement approval with Barrs Recreation, LLC in the amount of \$94,466.00 for materials and installation of surfacing for the Miracle League Field.**
(Parks and Recreation Director – Gary Johnson) See attached information.....117

- 6. Bid Award and agreement approval with Barrs Recreation, LLC in the amount of \$221,039.75 for playground equipment at the Partnership to Build a Miracle Inclusion Playground.**
(Parks and Recreation Director – Gary Johnson) See attached information.....121

- 7. Consideration and Approval to eliminate resident rates for Youth Team Sports and Kinder – Sports Programs under Parks and Recreation.**
(Parks and Recreation Director – Gary Johnson) See attached information.....127

Councilmember’s Comments

Town Manager’s Report

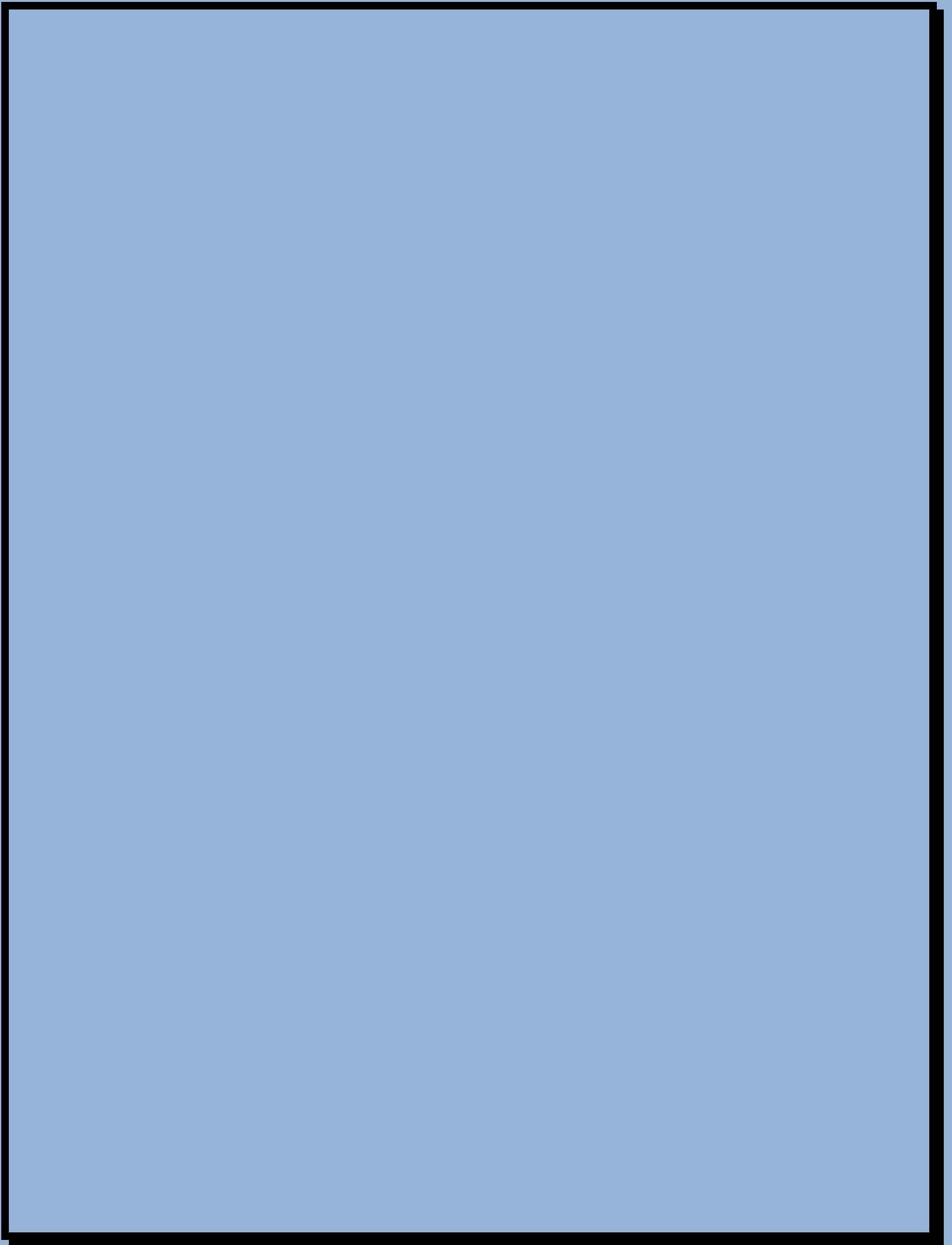
- Financial Report (See attached information).....139
- Department Reports (See attached information).....143
- Manager’s Report (Will be provided at the meeting)

Closes Session: Pursuant to NCGS 143-318.11 (a) (6) – To discuss a personnel matter.

Adjourn

Consent

Agenda Items



The Smithfield Town Council met in regular session on Tuesday, August 1, 2017 at 7:00 p.m. in the Council Chambers of the Smithfield Town Hall, Mayor M. Andy Moore presided.

Councilmen Present:

Emery Ashley, Mayor Pro-Tem
Marlon Lee, District 1
J. Perry Harris, District 2
Travis Scott, District 3 (left at 9:05 pm)
John A. Dunn, At-Large
Stephen Rabil, At-Large

Councilmen Absent

Roger A. Wood, District 4

Administrative Staff Present

Michael Scott, Town Manager
John Blanton, Fire Chief
Lenny Branch, Public Works Director
Ted Credle, Public Utilities Director
Gary Johnson, Parks & Rec Director
Tim Kerigan, Human Resources/PIO
Steve Medlin, Interim Planning Director
R. Keith Powell, Chief of Police
Greg Siler, Finance Director
Shannan Williams, Town Clerk

Present:

Bob Spence, Town Attorney

Administrative Staff Absent

Mayor Moore called the meeting to order at 7:00

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

APPROVAL OF AGENDA:

Mayor Pro-Tem Ashley made a motion, seconded by Councilman Rabil, to move Public Hearing #1 *Conditional Use Permit Request - Suburban Apartments (CUP 17-06) to Public Hearing #3* due to the applicant not being able to attend until 7:30 pm. Unanimously approved.

Councilman Scott made a motion, seconded by Mayor Pro-Tem Ashley, to move Business Item #7 *Consideration and Approval of a financing agreement with KS Bank, Inc. for the purchase of the Fire Truck and approval of Resolution #608 (13-2017)* to the Consent Agenda. Unanimously approved

Councilman Scott made a motion, seconded by Councilman Lee, to add to the Business Items *Consideration and Approval to accept the SAFER Grant (Staffing for Adequate Fire and Emergency Response) for the purpose of hiring 3 new additional Firefighters and adoption of Resolution # 609 (14-2017)*. Unanimously approved.

Councilman Harris made a motion, seconded by Councilman Lee, to add to the Business Items *Consideration and Approval to eliminate resident rates for Youth Team Sports and Kinder – Sports Programs under Parks and Recreation*. Councilman Harris, Councilman Lee, Councilman Scott and Councilman Rabil voted in favor of the motion. Mayor Pro-Tem Ashley and Councilman Dunn voted against the motion. Motion passed 4-2.

Councilman Dunn made a motion, seconded by Councilman Rabil to add a Closed Session pursuant to NCGS 143-318.11 (a) (3) & (5). Unanimously approved.

Mayor Pro-Tem Ashley made a motion, seconded by Councilman Rabil, to approve the agenda as amended. Unanimously approved.

PRESENTATIONS:

1. Police Department 2016 Officer of the Year – Miguel Renteria

Chief of Police R. Keith Powell addressed the Council on the Smithfield Police Department's 2016 Officer of the Year. This employee was nominated by secret ballot, completed by every member of the department. The officer receiving the most votes is then reviewed by a recognition committee consisting of four Lieutenants and the Captain of Patrol. The committee then makes a recommendation for Officer of the Year to the Police Chief, who has the final say as to this award. The Officer of the Year for the Smithfield Police Department, 2016 is Officer Miguel Renteria.

Officer Renteria is a member of Patrol Team "A". Officer Renteria started his law enforcement career on February 21, 2015 with the Smithfield Police Department. He attended Basic Law Enforcement Training at Johnston Community College. Officer Renteria has been extremely dedicated to the department and its mission during 2016. Officer Renteria gives freely of his personal time to attend various community events such as speaking with high school students about their next step in life. He is always willing to come in to assist other officers with interpreting if the need arises, as well as other agencies. He is a major asset of the department in the fact that he is bridging the gap with the Hispanic residents and the department. Officer Renteria always goes above and beyond in the performance of his duties and working with his fellow co-workers.

Mayor Moore presented Officer Miguel Renteria with a plaque identifying him as the 2016 Police Officer of the Year.

2. Appearance Commission Annual Report

Vice Chairperson Peggy Scott presented the Appearance Commission's Annual Report to the Council. Mrs. Scott informed the Council in 2016-2017, sidewalks were replaced on South 3rd Street, lighting was repaired at the African American Monument on Front Street and the Library's landscaping and lighting was completed. She expressed her appreciation to Town staff, Councilman Harris, and to Mr. Jim George for their support.

(Attached by reference and made a part of these official minutes is a copy of the Appearance Commission's Annual Report)

PUBLIC HEARINGS:

1. Amendment to Town of Smithfield Unified Development Ordinance

Councilman Lee made a motion, seconded by Councilman Dunn, to open the Public Hearing. Unanimously approved.

Senior Planner Mark Helmer addressed the Council on amendments to the Unified Development Ordinance (UDO). Mr. Helmer explained the Town of Smithfield Planning Department enlisted the services of Holland Consulting Planners to revise and update the Town of Smithfield's existing Unified Development Ordinance. The purpose of this update was to: Coordinate UDO with overall Town Code, modernize regulations, address regulatory deficiencies, provide a user-friendly document, provide effective enforcement, coordinate UDO with concurrent projects and provide graphics to aid in understanding of the UDO.

A Unified Development Ordinance Committee was formed consisting of elected officials, advisory board members and community leaders. The committee reviewed the document, conducted 16 meetings totaling 22 hours of discussion and received public comment throughout the review process. The committee's diligent study and input into the creation of the document has produced a truly worthy ordinance.

The Unified Development Ordinance Committee, at its May 30th, 2017 meeting, unanimously voted to recommend approval of the revised Unified Development Ordinance.

The Town of Smithfield Planning Board, at its July 13th, 2017 meeting, unanimously voted to recommend approval of the revised Unified Development Ordinance with the follow conditions of approval:

1. Existing language allowing alternate advisory board members be retained in the revised Unified Development Ordinance.
2. Eliminate the need for a majority vote when a Board of Adjustment member seeks to be excused from voting in quasi-judicial matters. This request is believed to be inconsistent with the North Carolina General Statutes and is not recommended by staff and, no change has been made in the current draft of the revised UDO dated 7/19/2017.

Dale Holland of Holland Consulting Planners expressed his appreciation to the Town for allowing his firm to assist with the revision. Mr. Holland explained the committee was charged with producing an ordinance that was user friendly and more business friendly. The final draft was well organized and easier to read. Mr. Holland explained some of the changes which are as follows:

- Conditional Use Permit: The term for these permits would now be Special Use Permits. The term conditional use implies the Council had the ability to apply conditions to an application which was not the case. Conditional Use and Special Use under State Statute have the exact same meaning.
- Signage: In 2015, the Supreme Court rendered a decision mandating that signage be message neutral. The Town cannot refer to sign based on the name of the sign, but only the type of the sign. In the UDO, all signs are referred to by type.
- Landscaping Requirements: Graphics were included to make this section easier to read and understand. In the UDO, buffer yards were eliminated, there was a slight reduction in the vegetative requirements and a licensed landscape contractor can also prepare and submit landscape plans.
- Manufactured Home Parks: Substantially increased the requirements for manufactured home parks. In the UDO, manufactured home parks will be required to have open space, street paving along with other more stringent requirements.
- Legislative changes: There were many legislative changes. Some new items in the UDO are Granny Pods and telecommunications.

Mayor Pro-Tem Ashley stated that while the committee may have met for twenty-two hours, more time was spent reviewing the material. He expressed his appreciation to Mr. Holland and stated that he and his firm provided great advice and service.

Mayor Pro-Tem Ashley informed the Council the committee added a section whereby the Planning Board is required to meet quarterly to review the UDO. This will ensure that the ordinance will stay active and up to date.

Mayor Pro-Tem Ashley informed the Council that another significant change was quasi-judicial hearings. He explained the School of Government had issues with conducting multiple quasi-judicial hearings. They suggested the Council, the Planning Board or the Board of Adjustment hear these type of cases because it could be an unfair process for the applicant. Mayor Pro-Tem Ashley stated it was the opinion of the committee to have the Council hear all quasi-judicial matters. Mr. Holland explained there is more of a chance for a flaw in the process if more than one board hears the case.

Councilman Harris stated that part of the problem was the ordinance has not been enforced. He explained the Town has this UDO and it needs to be enforced. He was unsure if enforcement could be effectively accomplished with a part-time Code Enforcement Officer. Councilman Harris further stated the Town's UDO was not as restrictive as other communities.

Mayor Pro-Tem Ashley informed the Council of another issue discussed was the process of recusing oneself. He explained that the Planning Board's recommendation was to allow members of the Board

of Adjustment to recuse oneself without a formal vote. Mr. Holland replied that had to change because if the Board of Adjustments are dealing with quasi-judicial matters, there must be a formal vote to be recused.

Mayor Moore asked if there was anyone in attendance who wished to speak on this matter. There was no one that wished to speak.

Mayor Moore asked the Council if there were any other questions or statements. There were no additional questions or comments from the Council.

Mayor Moore expressed his appreciation to Mayor Pro-Tem Ashley and Councilman Dunn for serving on the committee. He recognized those member who were in attendance and thanked them for serving on the committee.

Councilman Harris made a motion, seconded by Councilman Scott, to close the Public Hearing. Unanimously approved .

Mayor Pro-Tem Ashley made a motion, seconded by Councilman Dunn, approve the UDO with the one change concerning the recusal requirement for the Board of Adjustment as it was originally recommended to the Planning Board. Unanimously approved.

2. Amendment to the Town of Smithfield's Code of Ordinances

Councilman Harris made a motion, seconded by Councilman Rabil, to open the Public Hearing. Unanimously approved.

Fire Chief John Blanton addressed the Council on amending the Code of Ordinances to allow for outdoor fires. Chief Blanton explained the Fire Department was seeking approval to amend the current ordinance Sec. 7-31 Open Fires – Prohibited, and Sec. 7- 32 Outdoor barbecues exempt, to allow for the use of approved fire-pits, barbecue grills, and outdoor fire places since these outdoor appliances were gaining in popularity. In accordance with NCGS 160A- 364 a public hearing was required to gain public input on amending the Town of Smithfield's Code of Ordinance.

Mayor Moore asked if there was anyone in attendance who wished to speak on this matter. There was no one that wished to speak.

Mayor Moore asked the Council if there were any other questions or statements. There were no additional questions or comments from the Council.

Councilman Harris made a motion, seconded by Councilman Rabil, to close the Public Hearing. Unanimously approved.

Mayor Pro-Tem Ashley made a motion, seconded by Councilman Rabil, to approve amending the Town of Smithfield's Code of Ordinances as follows: Unanimously approved.

ORDINANCE # 491-2017

An ORDINANCE TO AMEND THE TOWN OF SMITHFIELD CODE OF ORDINANCES, CHAPTER 7,
FIRE PREVENTION AND PROTECTION
ARTICLE II. – FIRE DEPARTMENT,
Sec. 31. – OPEN FIRES SEC. 32 – OPEN FIRES - OUTDOOR APPLIANCES

WHEREAS, Section 7-31 of the Town of Smithfield's Code of Ordinances currently prohibits outdoor fireplaces and fire pits use for cooking or recreational use within the Town limits; and

WHEREAS, The Smithfield Fire Department has requested that the Ordinance be amended to allow for outdoor fireplaces and fire pits use for cooking or recreational.

NOW THEREFORE BE IT ORDAINED by the Town Council of the Town of Smithfield that Chapter 7, Fire Prevention and Protection, Article II. – Fire Department, Sec. 31 – Open Fires- Prohibited and Sec. 32 Approved Outdoor Appliances, is rewritten as follows

Sec. 7-31. - Open fires.

No open fires shall be permitted in the town for the purpose of burning leaves, trash or other combustible materials not included in 7-32. Private incinerators of metal or brick and mortar type construction shall be considered open burning and their use prohibited.

Sec. 7-32. Open Fires - Outdoor Appliances

The use of outdoor appliances, limited to fireplaces, fire-pits and barbecue grills, for the preparation of family meals and/or recreational heating purposes are exempt under this section. Only cut natural firewood, commercially available fire logs, and/or charcoal can be used in these approved outdoor appliances. Any outdoor appliance in use must be supervised by a competent adult and have a useable extinguishing device (fire extinguisher, water hose, etc.) within twenty-five (25) feet. Smoke conditions considered a nuisance to adjoining properties shall not be allowed. Open burning for agricultural and forestry purposes is exempt provided all burning is pursuant to North Carolina General Statute and/or the North Carolina Administrative Code.

This ordinance shall be effective upon adoption

Town Clerk Shannan Williams administered affirmations to those that wished to offer testimony during the Public Hearing

3. Conditional Use Permit Request by H. Harper Whitley: Suburban Apartments – (CUP 17-07)

Prior to the start of the Public Hearing, Mayor Moore asked that he be recused from conducting this hearing stating a potential conflict of interest because the applicant was his father-in-law.

Councilman Harris made a motion, seconded by Council Scott, to recuse Mayor Moore from participating in the Public Hearing. Unanimously approved.

Councilman Scott made a motion, seconded by Councilman Harris, to open the Public Hearing. Unanimously approved.

Senior Planner Mark Helmer addressed the Council on a request by H. Harper Whitley . The applicant was requesting a conditional use permit to construct and operate a 6 unit multi-family housing complex on property located within the B-3 (Business) zoning district. The property is located on the west side of the intersection of Fairway Drive and Stancil Street and is further identified as Johnston County Tax ID # 15089011. Mr. Helmer explained the property is approximately .42 acres in area and contains an existing 4200 square building. The existing building contains 6 office units and is served by a driveway on Pace Street and a driveway on Stancil Street. The parking lot is configured with a one way drive isle and 12 angled parking spaces. The site is currently landscaped, but replacement of dead and dying landscape material is recommended. A screened dumpster pad will be required. The proposed 6 unit multi-family housing complex is consistent with the recommendations of the Future Land Use Plan which recommends low density residential uses for this property. A 6 unit multi-family housing complex is a permitted use within B-3 (Business) zoning district with a valid conditional use permit. The site has adequate parking for the proposed use and minimal site improvements will need to be made for the project to meet minimum development standards. A 6 unit multi-family housing complex at this location should not pose a compatibility issue with surrounding land uses given that the project is small in scale and will be a low trip generator. There is an existing nonconforming free standing ground sign that may be refaced. Any changes beyond re-facing the existing sign cabinet will require the entire sign to come into compliance with current development regulations. An abandoned sign that is in disrepair will be required to be removed.

Senior Planner Mark Helmer has incorporated his entire record and provided it to Council in written form in the August 1, 2017 agenda packet.

The Planning Department recommends approval of the Conditional Use Permit for a 6 unit multi-family housing complex.

The Planning Board, at its June 1, 2017 meeting, unanimously voted to recommend approval of the conditional use permit to construct and operate a 6 unit multi-family housing complex on property located within a B-3 (Business) zoning district.

Mayor Pro-Tem Ashley asked the applicant if he was in agreement with the testimony provided by Mr. Helmer. Mr. Whitely responded he was in agreement with the testimony offered by Mr. Helmer.

Mayor Pro-Tem Ashley asked if there were any comments/questions from those that had been duly affirmed to offer testimony. There was none.

Mayor Pro-Tem Ashley asked if there were any questions from Council.

Mayor Pro-Tem Ashley questioned if the Planning Department had received objections from any of the neighbors. Mr. Helmer responded there was opposition at the Planning Board meeting concerning the visibility of dumpsters. Mr. Helmer assured the property owners that there would be adequate screening.

Councilman Harris made a motion, seconded by Councilman Rabil, to close the Public Hearing. Unanimously approved.

The Written Finding

Town Council of the Town of Smithfield decided the matter of this Conditional Use Permit Application by motion and vote on each of the following four findings of fact

Councilman Dunn made a motion, seconded by Councilman Rabil, to vote in the affirmative to all of the below four findings. Unanimously approved.

- **Finding One of Four: Agree**

Based on the evidence and testimony presented it is the finding of the Town Council that the application will not materially endanger the public health or safety if located where proposed and developed according to the plans as submitted and approved or is approved with the following stated conditions.

The Town Council finds that no factual evidence has been submitted to suggest that public health and safety would be jeopardized by allowing a change in use from office to residential.

- **Finding Two of Four: Agree**

Based on the evidence and testimony presented it is the finding of the Town Council that the application meets all required specifications and conforms to the standards and practices of sound land use planning and the Town of Smithfield Unified Development Ordinance or other applicable regulations or is approved with the following additional stated conditions.

The Town Council finds that the use can and will conform to Town of Smithfield Unified Development Ordinance to include dumpster screening and handicap accessible parking as required for the change in use from office to residential.

- **Finding Three of Four: Agree**

Based on the evidence and testimony presented it is the finding of the Town Council that the application will not substantially injure the value of adjoining or abutting property and will not be detrimental to the use or development of adjacent properties or other neighborhood uses or is approved with the following additional stated conditions.

The adjacent properties will not be injured in value because the subject property has provided all necessary improvements to include buffering, landscaping, dumpster screening and adequate parking in accordance with the Town of Smithfield Unified Development Ordinance.

- **Finding Four of Four: Agree**

Based on the evidence and testimony presented it is the finding of the Town Council that the application would not adversely affect the adopted plans and policies of the Town of Smithfield, or violate the character of existing standards for development of the adjacent properties or is approved with the following additional stated conditions.

The Town Council finds that the proposed change in use is consistent with the purpose and intent, and will not violate the character of current development standards. Furthermore, the Town Council finds a change in use from an office and institutional land use to multi-family residential land use will not adversely affect any adopted plans to include small area plans or existing transportation plans for this area.

Record of Decision: Approval of Conditional Use Permit Application Number CUP-17-06

Councilman Harris made a motion, seconded by Councilman Dunn, based upon satisfactory compliance with the above four stated findings and fully contingent upon acceptance and compliance with all conditions as previously noted herein and with full incorporation of all statements and agreements entered into the record by the testimony of the applicant and applicant's representative, I move to approve Conditional Use Permit Application # CUP-17- 06. Unanimously approved.

CITIZENS' COMMENTS: None

CONSENT AGENDA:

Councilman Dunn made a motion, seconded by Councilman Harris, to approve the following items as listed on the Consent Agenda: Unanimously Approved

1. Approved the following Minutes:

July 11, 2017 – Regular Meeting
July 11, 2017 – Closed Session

2. Adopted Resolution #607 (12-2017) Requesting Greater Efforts to Avoid Flooding Impacts Within the Lower Neuse River Basin.

**TOWN OF SMITHFIELD
RESOLUTION # 607 (12-2017)**

**REQUESTING GREATER EFFORTS
TO AVOID FLOODING IMPACTS WITHIN THE LOWER NEUSE BASIN**

WHEREAS, the Neuse River Basin encompasses 74 municipalities and 19 reservoirs and drains land from 18 of North Carolina's counties covering approximately 6,234 square miles, totaling nearly 4 million acres; and

WHEREAS, roughly one-sixth of the state's population lives within the Neuse River Basin; and

WHEREAS, the Town of Smithfield which is along the Neuse River and has experienced severe flooding in 1996 due to Hurricane Fran which brought floodwaters exceeding flood stage; and

WHEREAS, in July 1997, the United States Army Corps of Engineers received authorization to conduct a study on flood risk management, environmental protection and restoration, and related purposes for the Neuse River Basin; and

WHEREAS, in September 1999, Hurricane Floyd caused a second round of flooding which devastated portions of eastern North Carolina located along the rivers, particularly the Neuse River and caused an estimated \$3 billion dollars' worth of damage, damaged more than 56,000 homes, and resulted in 1,500 floodwater rescues in eastern North Carolina; and

WHEREAS, the state and federal response to this catastrophe was the permanent displacement of homes, families, and businesses through a buy-out program which caused significant harm to the cities, counties, and communities affected where long-time neighbors, often generational, were forced to part ways to start new lives in new neighborhoods; and

WHEREAS, in 2012, the USACE presented findings from the study authorized in 1999 to the Civil Works Review Board and concluded that USACE lacked interest in Flood Risk Reduction at the time, citing: steps being taken by the North Carolina Department of Emergency Management (NCDEM) and Federal Emergency Management Agency (FEMA) to reduce flooding losses through floodplain mapping, emergency preparedness and response, risk communication and a flood-prone structure buy-out program; and

WHEREAS, the USACE report suggested the expenditure of more than \$38 million dollars for environmental restoration measures but failed to request any funds to reduce the risk of flooding for those living and working along the Neuse River; and

WHEREAS, in October of 2016, the Town of Smithfield was devastated as a result of flooding precipitated by Hurricane Matthew; and

WHEREAS, the estimated flood damage from Hurricane Matthew exceeded \$1.5 billion dollars resulting in damage to more than 100,000 homes, destroying entire towns and taking at least 28 lives; and

WHEREAS, the record setting flooding caused by Hurricane Matthew did not occur until several days after the hurricane had passed as accumulated rainfall in the higher elevations of the state made its way toward the coast; and

WHEREAS, the relatively flat terrain of eastern North Carolina slowed the fast moving waters coming from higher elevations causing a significant increase in both the depth and breadth of the Neuse River from Smithfield through Kinston as the river reached record heights and overflowed its banks, inundating a record number of properties with floodwater; and

WHEREAS, the recent impact of Hurricane Matthew to counties, municipalities, businesses, and residents located along the Neuse River indicate that the efforts taken by the NCDEM and FEMA were insufficient to prevent or significantly reduce the amount of damage sustained as a result of Hurricane Matthew; and

WHEREAS, it is now apparent that mapping, emergency preparedness and risk communication did little to prevent the damage incurred by Hurricane Matthew; and

WHEREAS, the use of flood control measures have proven successful as demonstrated by estimates calculated by the USGS such as the study that concluded that the installation of Falls dam reduced the frequency of flooding experienced as a result of Hurricane Fran from once every 10-25 years to once every 50-100 years; and

WHEREAS, the use of flood control measures could have prevented, or significantly reduced the extent of damage caused by Hurricane Matthew.

NOW THEREFORE, BE IT RESOLVED, THE MAYOR AND TOWN COUNCIL OF THE TOWN OF SMITHFIELD, do hereby request that the State of NC and the appropriate federal agencies

engage, develop and financially support greater efforts to avoid devastating damages to persons and property in the Lower Neuse Basin through the implementation of flood control measures and that specific consideration be given, but not limited, to (1) construction of flood control reservoirs along the Neuse River, (2) identification of alternative water supplies for the City of Raleigh that would allow lowering of Falls Lake during times of anticipated flooding, (3) additional mitigation by NCDOT to address significant stormwater impacts from highway construction and (4) active "snag, drag and dredge" operations within the Neuse River and its tributaries to reduce obstructions to flow and removal of materials that would impact the flood level of the River.

BE IT FURTHER RESOLVED that this Resolution shall be provided to members of the General Assembly representing the Town of Smithfield and to the Congressional delegation for the State of North Carolina.

3. Approval was granted to purchase AMI electric meters in the amount of \$85,439.77.
4. Alice Harris was appointed to serve a first term on the Appearance Commission.
5. Promotion: Approval was granted to promote an internal candidate to the position of Pump Station Mechanic in the Public Utilities – Water/Sewer Division.
6. Promotion: Approval was granted to promote an internal candidate to the position of Utility Line Crew Supervisor in the Public Utilities – Water/Sewer Division.

7. New Hire Report

<u>Position</u>	<u>Department</u>	<u>Budget Line</u>	<u>Rate of Pay</u>
Planning Director (Part-time)	Planning	10-4900-0200	\$45/hr.
Police Officer I	Police	10-5100-0200	\$15.58/hr. (\$34,836.88/yr.)
Water Plant Operator	PU – WP	30-7200-0200	\$17.30/hr. (\$35,984.00/yr)

Current vacancies:

<u>Position</u>	<u>Department</u>	<u>Budget Line</u>
Planning Director	Planning	10-4900-0200
Police Officer	Police	10-5100-0200
Sanitation Equip. Operator	PW – Sanitation	10-5800-0200

8. Approval was granted to enter into a financing agreement with KS Bank, Inc. for the purchase of the Fire Truck and adoption of Resolution #608 (13-2017)

*Town of Smithfield
Resolution # 608 (13-2017)
Approving Financing Terms*

WHEREAS: The Town of Smithfield ("Town") has previously determined to undertake a project for the financing of a fire truck, (the "Project"), and the Finance Officer has now presented a proposal for the financing of such Project.

BE IT THEREFORE RESOLVED, as follows:

1. *The Town hereby determines to finance the Project through KS accordance with the proposal dated July 21, 2017. The amount financed shall not exceed \$490,500, the annual interest rate (in the absence of default or change in tax status) shall not exceed 2.24%, and the financing term shall not exceed 12 years from closing.*
2. *All financing contracts and all related documents for the closing of the financing (the " Financing Documents") shall be consistent with the foregoing terms. All officers and employees of the Town are hereby authorized and directed to execute and deliver any Financing Documents, and to take all*

such further action as they may consider necessary or desirable, to carry out the financing of the Project as contemplated by the proposal and this resolution.

3. *The Finance Officer is hereby authorized and directed to hold executed copies of the Financing Documents until the conditions for the delivery of the Financing Documents have been completed to such officer's satisfaction. The Finance Officer is authorized to approve changes to any Financing Documents previously signed by Town officers or employees, provided that such changes shall not substantially alter the intent of such documents or certificates from the intent expressed in the forms executed by such officers. The Financing Documents shall be in such final forms as the Finance Officer shall approve, with the Finance Officer's release of any Financing Document for delivery constituting conclusive evidence of such officer's final approval of the Document's final form.*
4. *The Town shall not take or omit to take any action the taking or omission of which shall cause its interest payments on this financing to be includable in the gross income for federal income tax purposes of the registered owners of the interest payment obligations. The Town hereby designates its obligations to make principal and interest payments under the Financing Documents as "qualified tax-exempt obligations" for the purpose of Internal Revenue Code Section 265(b)(3).*
5. *The Town intends that the adoption of this resolution will be a declaration of the Town's official intent to reimburse expenditures for the project that is to be financed from the proceeds of the KS Bank financing described above. The Town intends that funds that have been advanced, or that may be advanced, from the Town's general fund, or any other Town fund related to the project, for project costs may be reimbursed from the financing proceeds.*
6. *All prior actions of Town officers in furtherance of the purposes of this resolution are hereby ratified, approved and confirmed. All other resolutions (or parts thereof) in conflict with this resolution are hereby repealed, to the extent of the conflict. This resolution shall take effect immediately.*

BUSINESS ITEMS:

1. Economic Development Annual Report & Consideration and Approval of Continuing to engage Sanford Holshouser for Economic Development Consulting and Assistance

This item was tabled at the July 11, 2017 meeting

Rocky Lane of Sanford Holshouser provided the Council with an annual report. Mr. Lane explained that Smithfield was serious about economic development. He explained the Town needed to be prepared for growth. Mr. Lane explained that there have been some opportunities identified with the Community College, the Strategic Communication Plan is in its final stages, and there is an opportunity for a School of Government class to make the Old Town Hall building a class project in the fall.

Councilman Lee questioned a meeting involving Crystal Roberts. Councilman Lee stated that Ms. Roberts does not live in East Smithfield and she is not involved with East Smithfield. Mr. Lane responded that Ms. Roberts did not represent herself as representing East Smithfield, she just simply identified some needs in the community.

Mayor Pro-Tem Ashley questioned Mr. Lane's efforts and his continued roll. Mr. Lane responded that the intent was to be an extension of Economic Development Liaison Tim Kerigan because he has so

many duties with the Town. The goal was to assist Mr. Kerigan with whatever he needed. There are a lot of meetings and phone calls that are necessary to make things happen.

Councilman Harris made a motion, seconded by Councilman Rabil, to approve the request to continue to retain the services of Sanford Holshouser for Economic Development Assistance. Unanimously approved.

2. Consideration and approval of an increase in Sewer Rates due to a recent increase in rates adopted by the Johnston County Board of Commissioners.

Public Utilities Director Ted Credle addressed the Council on a proposed rate adjustment in sewer rates. Mr. Credle explained in 2015, the LGC raised questions regarding Water Fund health & balance. Analysis revealed that rates needed to be raised for fiscal health. In July of 2016, Council approved 6-year rate plan, in accordance with study performed by the Wooten Company. Water and sewer rates were raised in 2016. To ease transition, a tiered adjustment was needed every 2 years. The Town received notification from Johnston County that their rate study concluded they had to increase rates by approximately 6%. On June 26, 2017, the Johnston County Board of County Commissioners approved a rate increase for the County Utility Department services. The rate increase will effect all customers for Johnston County, including the Town of Smithfield. The Board of Commissioners approved a bulk water rate increase of over 6%, as well as, a sewer rate increase of over 6%. This is a cost the Town will have to pay on a monthly basis for sewer service. As the Town did not budget for this increase, it is proposed to increase sewer rates to cover this increased cost. Below is a table of actual and proposed increases. It is proposed to make this increase effective on September 1, 2017, in accordance with the County rate increase.

County Approved Rate Increase

	Current Rate	September 1, 2017 Rate	% Change
Sewer Flow	\$2.80/1,000 gallons	\$2.98/1,000 gallons	6.43
Transmission	\$0.48/1,000 gallons	\$0.51/1,000 gallons	6.25
Total	\$3.28/1,000 gallons	\$3.49/1,000 gallons	6.40

Proposed Town of Smithfield Rate Increase

	Current Rate	Proposed Rate	% Change
In-Town Residential	\$6.98/1,000 gallons	\$7.42/1,000 gallons	6.30
In-Town Non-Residential	\$7.76/1,000 gallons	\$8.26/1,000 gallons	6.44
Out-of-Town Residential	\$13.96/1,000 gallons	\$14.84/1,000 gallons	6.30
Out-of-Town Non-Residential	\$15.52/1,000 gallons	\$16.52/1,000 gallons	6.44

Councilman Scott questioned if the base charge would also increase. Mr. Credle responded only the commodity charge would increase.

Councilman Harris questioned the amount of an average monthly sewer charge. Mr. Credle responded the average sewer charge was based on 4,000 gallons of water therefore the bill would be \$39.24 a month. With the rate increase, the bill would be approximately \$41.00 a month.

Councilman Rabil questioned if this rate increase was only for the Town of Smithfield. Mr. Credle explained it was for all Johnston County customers.

Mayor Moore asked about irrigation meters. Mr. Credle responded that irrigation meters are only charged for water usage. There are no charges for sewer.

Mayor Pro-Tem Ashley stated the Council didn't have a choice other than to pass the increase on to its customers.

Mayor Pro-Tem Ashley made a motion, seconded by Councilman Dunn, to approve the increase in sewer rates to cover this increased cost by Johnston County. Unanimously approved.

3. Approval to amend an agreement with Johnston County for wholesale bulk water rates.

Public Utilities Director Ted Credle addressed the Council on a request to amend an agreement with Johnston County for wholesale bulk water rates. Mr. Credle explained in 2009, the Town of Smithfield and Johnston County entered into an agreement for the Town to sell water to the County. Since that time, the 2009 executed agreement has remained in effect. Recent growth in the County has created increased demand, resulting in a need for the County to buy more water from the Town. In review of the 2009 agreement, there were certain provisions that were no longer needed, or desirable, for either the Town or the County. As a result, the 2017 agreement was proposed to re-establish terms of the sale of water from the Town to the County. Mr. Credle further explained that the revised agreement would grant the County a 2.5 MGD allocation and the County may purchase additional allocation over the next two years for \$3.25/gallon. The price was set at \$2.00/1,000 gallons. The Town will take ownership of water main along US-70. The customers along this line would still be served by the County. Taking ownership of this line would allow the Town to have the ability maintain the line. The Town will install meters to determine sales which would be reconciled every quarter. This was a fifteen year agreement

Mayor Moore questioned the age and condition of the water line the Town would assume. Mr. Credle responded that he was unsure of the age and condition, but he would research that information for the Council.

Mayor Moore inquired about the rate and how it compared to other entities that sold water to Johnston County. Mr. Credle responded that \$2.00 is more in line with the other rates of \$2.03, \$2.05 and \$2.10 the county is purchasing water from other entities.

Mayor Moore asked how much it cost the Town to make water. Mr. Credle responded it cost between \$1.50 and \$1.70 to produce water.

Councilman Rabil questioned how much revenue would this generate. Mr. Credle responded approximately \$300,000.

Mayor Pro-Tem Ashley inquired if Mr. Credle was comfortable taking over the water line. Mr. Credle responded that he was comfortable, but to ease everyone's minds he would like to research the information for the Council. He would contact the County to ascertain any information they could provide concerning the water line.

Town Attorney Bob Spence stated that there were advantages to owning the line. From an attorney's point of view, the title had value.

Mayor Pro-Tem Ashley made a motion, seconded by Councilman Scott, to approve this contract subject to the satisfactory review of the maintenance records, construction records and inspection records by the Public Utilities Director and the Town Manager. Unanimously approved

4. Consideration and approval to add to the Town of Smithfield's Code of Ordinances Chapter 9, Licenses, Permits & Miscellaneous Business Regulation, Article VIII Wine, Fortified Wine, And Mixed Beverages On Sunday Mornings; Section 9-250

Town Manager Michael Scott addressed the Council on a request to amend the Town of Smithfield's Code of Ordinances. The Town Manager explained that Senate Bill #155 was ratified following the 2017 legislative session. Within this Senate Bill was a new section of Chapter 160A that reads as follows:"§ 160A 205.3. Hours of certain alcohol sales. In accordance with G.S. 18B 1004(c), a city

may adopt an ordinance allowing for the sale of malt beverages, unfortified wine, fortified wine, and mixed beverages beginning at 10:00 A.M. on Sunday pursuant to the licensed premises' permit issued under G.S. 18B 1001." The Town has since been approached by the Downtown Smithfield Development Corporation (DSDC) and the Greater Smithfield Selma Area Chamber of Commerce requesting the Town Council create a Town ordinance allowing for alcohol sales and consumption in accordance with NCGS 160A-205.3. The Town Manager informed the Council it was his recommendation to change the time from noon to 10:00 am

Councilman Rabil made a motion, seconded by Councilman Dunn, to approve Ordinance # 492 allowing for alcohol sales on Sunday at 10:00 am. Councilman Rabil, Councilman Dunn, Mayor Pro-Tem Ashley and Councilman Harris voted in favor of the motion. Councilman Scott and Councilman Lee voted against the motion.

Due to this being the first introduction of the ordinance amendment a super majority of the Council was needed. This was not achieved; therefore the ordinance amendment did not pass, but will be reconsidered at the September 5, 2017 meeting.

5. Consideration and approval of construction bid awards in the amount of \$104,908.54 for the remodel of the former Johnston Ambulance Service to allow for use as Smithfield Fire Station #2

Fire Chief John Blanton addressed the Council on bid awards for the remodeling of the Fire Station 2 site. Chief Blanton explained the Fire Department solicited bids from five different companies for the construction phase of the project. One response was received from Stephenson General Contractors. Three bids were solicited for site work. One response was received on time from J.P. Edwards. Another bid was submitted late. Three bids were solicited for signage and three bids were received.

Staff recommended Stephenson General Contractors to complete the construction phase of the project in the amount of \$72,763.00. Staff recommended J.P. Edwards Inc. to complete the site work in the amount of \$28,850.00. Staff recommended Smithfield Sign Design to install the sign in the amount of \$3,295.54.

Mayor Pro-Tem Ashley questioned why more bids were not submitted. Chief Blanton responded that most of the contractors are too busy to take on another project at this time.

Councilman Harris made a motion, seconded by Councilman Scott, to award the bid to Stephenson General Contractors to complete the construction phase of the project in the amount of \$72,763.00, to award the bid to J.P. Edwards Inc. to complete the site work in the amount of \$28,850.00 and to award the bid to Smithfield Sign Design to install the sign in the amount of \$3,295.54. Unanimously approved.

6. Consideration and Approval to purchase and install speed humps on Second Street and Southwood Drive

Chief of Police Keith Powell addressed the Council on a request by residents in the South Second Street Neighborhood. Chief Powell explained he had been approached by several residents about having a speed hump placed on South Second Street near Southwood Drive. The residents were complaining about individuals speeding down South Second Street. Residents were afraid their children or pets might accidentally run out into the street and be hit by a vehicle traveling too fast. Chief Powell had officers utilize their radar in the area to assess the speed of vehicles traveling in the area. Several citations were issued for speeding. The speeds of the vehicles traveling on South Second Street averaged between 32 to 47 MPH in a 25 MPH zone. Officers will continue to monitor traffic and issue citations as time allows. Individuals traveling Second Street are able to build up speed due to no traffic control being in this area. It was the recommendation of Chief Powell to install 2 additional stop signs at South Second and Parker Streets.

Councilman Harris made a motion, seconded by Councilman Scott, to approve the installation of two additional stop signs at the intersection of South Second and Parker Streets. Unanimously approved.

7. Consideration and Approval to appoint Michael Taylor or Michael Johnson to serve on the Planning Board as an In-Town Member filling a recent vacated seat.

Town Manager Michael Scott addressed the Council on an In-Town position of the Planning Board. The Town Manager explained that Michael Taylor and Michael Johnson submitted application for consideration. Michael Johnson currently serves on the Board of Adjustment which is the appeals board for the Planning Board. Michael Taylor does not serve on any other advisory board. It was staff's recommendation to appoint Mr. Taylor to the Planning Board.

Councilman Scott made a motion, seconded by Mayor Pro-Tem Ashley, to appoint Michael Taylor to the Planning Board as an In-Town Member. Unanimously approved.

8. Consideration and Approval to accept the Staffing for Adequate Fire and Emergency Response Grant (SAFER) for the purpose of hiring 3 new additional Firefighters and adoption of Resolution # 609 (14-2017)

Fire Chief John Blanton addressed the Council on a request to accept the Staffing for Adequate Fire and Emergency Response grant. Chief Blanton explained in January, the Council approved filing the application for the SAFER grant. At that time, staff requested three new personnel and the grant awarded the three personnel.

Town Manager Michael Scott stated that this was an outstanding opportunity for the Town. If approved by the Council, this request would go in effect at the end of January as was originally budgeted. The Town Manager explained the grant comes with a caveat should the Council desire to hire this personnel sooner than January, they could do so at any time with an amendment request to the grant agreement. In the event that the Council chose to hire the additional personal prior to January, it would cost approximately \$3600 a month that was not budgeted.

Councilman Harris questioned when the Fire Station 2 renovations were scheduled to be completed. Chief Blanton responded that everything should be completed by the end of October. Chief Blanton further responded that having the additional personnel on staff prior to the ISO inspection in November would be beneficial because during the last inspection two things the inspector commented on was staffing and station distribution.

Mayor Pro-Tem Ashley stated that the Council just went through the budget process. The Council did not have this request to take effect in October and it was not budgeted for until January. Mayor Pro-Tem Ashley stated he was in favor of it taking effect when it was approved in the budget.

Mayor Moore reminded the Council that although the Town was in a good financial situation, there were budgets for a reason. He cautions the Council to be mindful of decision that were unbudgeted.

Councilman Scott stated that the Town would only incur the costs for three months and that the staffing was needed now for the new station and for the safety of the firefighters.

Councilman Scott made a motion, seconded by Councilman Dunn, to approve the request effective October to assist with the ISO inspection and approval of Resolution #609 (14-2017). Councilman Scott, Councilman Dunn, Councilman Harris, Councilman Lee and Councilman Rabil voted in favor of the motion. Mayor Pro-Tem Ashley voted against the motion. Motion passed 5 to 1.

**RESOLUTION # 609 (14-2017)
TOWN OF SMITHFIELD
ACCEPTANCE OF THE ASSISTANCE TO FIREFIGHTERS GRANT FOR STAFFING
AND ADEQUATE FIRE AND EMERGENCY RESPONSE (AFG SAFER)**

WHEREAS, the Smithfield Town Council is committed to protecting the health and safety of the public and firefighting personnel against fire and fire-related hazards; and,

WHEREAS, the Smithfield Town Council approved the submittal of a Federal Emergency Management Agency Assistance to Firefighters Grant for Staffing and Adequate Fire and Emergency Personnel application at its January 3, 2017 regular meeting; and

WHEREAS, on July 28, 2017, the Town was notified that it had been awarded the Assistance to Firefighters Grant for Staffing and Adequate Fire and Emergency Personnel in the total amount of \$468,450.00 for the hiring and fringe benefits of three additional firefighters. The Federal share of this grant is \$288,876.00 with the Town's contribution being \$179,574.00 over a three year period; and

WHEREAS, the Smithfield Town Council certifies it will comply with the Federal Emergency Management Agency's Terms and Conditions of the Assistance to Firefighters Grant for Staffing and Adequate Fire and Emergency Personnel; and

WHEREAS, the Town Manager is the Chief Financial Officer for the Town.

NOW, THEREFORE BE IT RESOLVED, by the Smithfield Town Council, authorizes the Town Manager to formally accept the terms and conditions of the Assistance to Firefighters Grant for Staffing and Adequate Fire and Emergency Personnel in the amount of \$288,876.00 dated July 28, 2017. The Town will contribute \$179,574.00 to the approved grant funds. The total amount of \$468,450.00 will be used for the hiring and fringe benefits of three additional firefighters for a three year period.

9. Consideration and Approval to eliminate resident rates for Youth Team Sports and Kinder – Sports Programs under Parks and Recreation.

Town Manager Michael Scott addresses the Council on the possibility of eliminating resident rates for youth team sports and kinder sports programs. The Town Manager explained Councilman Harris asked that this item be added to agenda. The proposed change would include the elimination of fees for the youth team sports and kinder sports programs. Existing SRAC fees would be unchanged. The elimination of these fees will decrease the General Fund Revenues by an estimated \$9,950 annually. It is likely these losses can be absorbed in the current budget due to sales tax revenues being conservatively decreased because of the possible reallocation that was presented in the legislature during budget preparation. PARTF Grant agreements require that if resident fees are zero dollars for programs, that nonresident fees must be an estimated average of other neighboring jurisdictions' nonresident fees for similar programs. Staff believes that with the reductions that were implemented for nonresidents effective July 1, 2017, that our approved nonresident rates for the Youth Team Sports and Kinder Sports programs are competitive and would not require changes to meet the ongoing PARTF agreements. One issue that may arise are residents who sign up their children for these programs, and then do not follow through and have their children attend. This may create scheduling conflicts and create some adjustments of the number of teams, after children are assigned to a specific team. This could be monitored during the first year of implementation with any Fee Schedule change recommendations being made during the FY 2018-19 budget process.

Parks and Recreation Director Gary Johnson explained that anytime you can have reduced rates it is great. Mr. Johnson expressed some concerns about being vested in the sport since it would be offered at no charge.

Town Manager Michael Scott requested that should the Council choose to eliminate these rates, staff would like to make it effective at such a time that people are not already registered.

Mayor Pro-Tem Ashley questioned why this was not discussed during the budget session. Councilman Harris responded that he recently spoke with the Town Manager concerning the resident rates for youth team sports and kinder sports programs. Councilman Harris explained that eliminating these rates could give young families an incentive to move into Smithfield. It could also afford underprivileged children in Town another opportunity to participate in these sports.

Mayor Pro-Tem Ashley stated he did not disagree with the concept, but it should have been discussed during the budget session. He asked Mr. Johnson's opinion on eliminating these fees. Mr. Johnson responded that he could see pros and cons to eliminating the fees.

Councilman Dunn questioned when this could be implemented as to not interfere with registration of a sport. Mr. Johnson responded that basketball registration would begin October 1 – October 15 so it would be best if fees were eliminated prior to October 1st.

Councilman Rabil questioned if Mr. Johnson thought this would be a benefit. Mr. Johnson responded he felt there would be some benefit, but believed it would ultimately hurt the nonresident participation.

Councilman Lee stated that there are a lot children in East Smithfield that would take advantage of these sports if they were free. He explained that everyone always talks about trying to keep children engaged and involved and eliminating fees would allow them to be a part of a sport. He agreed that this was a great idea.

Mayor Moore cautioned the Council about the impact to the budget this change would make. He stated this was a great concept.

Councilman Harris made a motion, seconded by Councilman Dunn, to direct staff to devise a detailed proposal on how eliminating resident fees for kinder sports and youth team sports would work and when it would take effect so as not to interfere with another sports registration. This proposal is to be discussed at the next monthly meeting. Unanimously approved.

Councilmembers Comments

- Councilman Lee express his appreciation to everyone that attended and participated in the Fun In the Park Event and everyone that was in attendance for the Community Meeting at the Family Life Center.
- Councilman Harris informed the Council that construction will begin on the Boat Ramp on August 15th.
- Mayor Pro-Tem Ashley questioned how much revenue was generated by yard waste and asked that fee be eliminated for all residents.

Town Manager's Report:

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

- Family Life Center: We continue to await Spectrum Cable to complete the necessary construction to add phone and Internet cables within the building. A meeting is scheduled for August 8th at 6:00 at the Family Life Center to receive input from the Town's youth on the direction of the recreation center.
- Inclusion Park: The grading portion of the project continues, as does the cement work and the sidewalks that are nearing completion. RFP's are being prepared to bid the playground equipment. The Playground Committee is meeting on Wednesday, August 2nd to discuss and finalize the required playground equipment needed for the park area.
- Traffic Signals: NCDOT is prepared to evaluate the traffic signal cycles at Second Street and Market, as well as the other synchronized lights. Chief Powell has evaluated the traffic lights in question and their duration and they appear to be operating safely and within timed limits.
- Coffee With a Cop: The next Coffee with a Cop is scheduled for August 18th, Friday, at

McDonalds on Highway 70 West. The time is from 9:00 am to 11:00 am. Please stop in if you can.

- **Department Reports**

- A highlight of each department's monthly activities was given to the Council.

Closed Session: Pursuant to NCGS 143-318.11 (a)(3) to consult with the Town Attorney on a matter & (a) (5) to discuss potential property acquisition.

Councilman Dunn made a motion, seconded by Councilman Rabil, to go into closed session pursuant to NCGS 143-318.11 (a) (3) & (5). Unanimously approved at 9:30 pm.

Reconvene in Open Session:

Councilman Dunn made a motion, seconded by Councilman Rabil, to reconvene in open session. Unanimously approved at 10:17 pm.

Adjourn

Councilman Rabil made a motion, seconded by Councilman Dunn, to adjourn the meeting. The meeting adjourned at approximately 10:17 pm.

M. Andy Moore, Mayor

ATTEST:

Shannan L. Williams, Town Clerk



Request for City Council Action

**Consent
Agenda
Item:** Application
for
Temporary
Use Permit
Date: 09/05/2017

Subject: Temporary Use Permit
Department: Smithfield Police Department
Presented by: Planning Department
Presentation: Consent Agenda Item

Issue Statement

The Council is asked to authorize the Smithfield Police Department and Hopes N Dreams to hold a Car Show on September 9, 2017 from 12pm to 5pm at 1140 W. Market Street Smithfield, NC 27577.

Financial Impact

Action Needed

To approve the Temporary Use Permit Application

Recommendation

Approved: City Manager City Attorney

Attachments:

1. Staff Report
2. Temporary Use Permit Application
3. Event Flyer



Staff Report

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

The Smithfield Police Department and Hope N Dreams would like to hold a Car Show on September 9, 2017 from 12:00 pm to 5:00pm at 1140 W. Market Street. Set-up would begin at 9:00 am and registration would begin at 10:00 am. Amplified sound will be used from 12:00 pm to 5:00 pm. Vendors and food will be present at this event. No street closures will be needed. Smithfield Police Department will be present.



Town of Smithfield's Planning Department
 P.O. Box 761 or
 350 East Market Street
 Smithfield, NC 27577
 Effective: January 2008

Temporary Use Permit Application

Completed applications should be submitted to the Town of Smithfield's Planning Department at least four weeks prior to the event. All applicants should read the following pages before completing all sections required. Incomplete applications may increase the permit processing time. If a person other than the property owner signs this application, a notarized written authorization from the property owner must be attached.

A site plan/diagram of event property MUST BE ATTACHED (see attachments)

TYPE OF EVENT

PERMIT FEE \$100

- | | |
|--|---|
| <input type="checkbox"/> Expansion or replacement of existing facilities | <input type="checkbox"/> Construction Trailer |
| <input type="checkbox"/> Sale of agricultural products grown off-site | <input type="checkbox"/> Real estate sales office or model home |
| <input type="checkbox"/> Sale of fireworks | <input type="checkbox"/> Sale of non-agricultural products, except fireworks |
| <input type="checkbox"/> Special event, over 100 people in attendance | <input checked="" type="checkbox"/> Not-for-profit event, over 100 people in attendance |
| <input type="checkbox"/> Athletic event on streets, greenways | <input type="checkbox"/> Town recognized event _____ |
| <input type="checkbox"/> Other (please describe) _____ | <input type="checkbox"/> Live Band / Concert _____ |

Smithfield Police Dept / HopesNDreams 1140 W. Market St. Smithfield, NC
 Name of Event Car Show Location of Event (exact street address) 27577

Applicant name Lt. O'Branovich E-mail address bkobranovich@smithfieldpd.org

Address 110 S. Fifth Street Smithfield NC Zip 27577

Day phone 9199342121 Mobile phone 9199129424

Event set-up/start time/date 0900 9-9-2017 Event clean-up/end date/time 5p 9-9-2017

Sound amplification hours 12p - 5p Will food or goods be sold? Yes - For Non Profit

Security provided by Smithfield Police or private security (describe duties): Community event

Private agency name & phone, if applicable: _____

Will any Town property be used (i.e., streets, parks, greenways)? No

Do you wish to: Restrict animals at this event? (circle Yes No) Prohibit Fireworks? (circle Yes No)

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 will be conducted per all applicable local laws. I certify that I have received the attached information concerning the regulations for Temporary Uses. I certify that I have notified all adjoining property owners of the planned temporary use.

Brian O'Branovich [Signature] 8-4-2017
 Applicant's name (print) Signature Date

PLEASE RETURN THIS PERMIT TO INSPECTIONS AND PERMIT DEPARTMENT WITH \$100.00

Method of payment: Cash _____ Check _____ Credit card _____ Amount \$ _____

Reviewing Planner: _____ Date: _____
 (Note: See attached letter)

A CHARITY EVENT TO HELP SPECIAL NEEDS CHILDREN & ADULTS.

**PERFORMANCE TIRE & AUTO REPAIR CENTER, INC.,
1140 WEST MARKET STREET, SMITHFIELD, NC 27577**

SEPTEMBER 9, 2017 12-5pm

(Registration starts @ 10am)



**COME JOIN US FOR TONS OF FUN! THERE WILL
BE CLASSIC, MODIFIED, & PERFECTED CARS
ALONG WITH VENDORS AND FOOD!**

**REGISTRATION FEES: \$20 PER CAR
VENDOR/BOOTH RENTAL: \$20 + % OF SALES**

**PRIZES: 1st, 2nd, and 3rd PLACE TROPHIES FOR
BEST IN SHOW ALONG WITH OTHER
AWARDS FOR CAR MAKES AND CUSTOM VEHICLES
BEST FORD, BEST CHEVY, BEST DODGE, BEST
FOREIGN, BEST INTERIOR, BEST ENGINE, BEST
PAINT, MOST PATRIOTIC, BEST RAT ROD, HOPES N
DREAMS CHOICE AWARD & MANY MORE**

CONTACT: DALE BENDER @ 919-618-3537 JENNIFER SMITH @ 919-618-3470



Request for City Council Action

**Consent
Agenda
Item:** Application
for
Temporary
Use Permit
Date: 09/05/2017

Subject: Temporary Use Permit
Department: Harbor, Inc.
Presented by: Planning Department
Presentation: Consent Agenda Item

Issue Statement

The Council is being asked to authorize Harbor, Inc. to oversee planning for the Wine Walk previously approved April 4, 2017 for Downtown Smithfield Development Corporation. The Wine Walk is scheduled for November 17, 2017 from 5pm to 9pm in Downtown Smithfield.

Financial Impact

Action Needed

To approve the Temporary Use Permit Application

Recommendation

Approved: City Manager City Attorney

Attachments:

1. Staff Report
2. Temporary Use Permit Application
3. DSDC Letter



Staff Report

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

On April 4, 2017 the Town Council approved Downtown Smithfield Development Corporation to hold their annual Wine Walk, scheduled for November 17, 2017 from 5pm to 9pm. The DSDC and Harbor, Inc. have agreed that Harbor will take over the planning for the Wine Walk with the DSDC's support. The DSDC is still very committed to the success of this event, which has been very positive for Harbor, the DSDC, and the downtown businesses over the last six years. At this time, the DSDC is exploring similar partnerships with other organizations to encourage events taking place downtown. They do not expect any material changes in the operation of the event, and are committed to working with Harbor to ensure that the transition is seamless. Amplified sound will be used between the hours of 5pm-9pm. No food or goods will be sold at this event. **Smithfield Police Department will provide off duty officers to check ID's and provide a police presence.**



Town of Smithfield's Planning Department
 P.O. Box 761 or
 350 East Market Street
 Smithfield, NC 27577
 Effective: January 2008

Temporary Use Permit Application

Completed applications should be submitted to the Town of Smithfield's Planning Department **at least four weeks prior to the event.** All applicants should read the following pages before completing all sections required. **Incomplete applications may increase the permit processing time.** If a person other than the property owner signs this application, a notarized written authorization from the property owner must be attached.

A site plan/diagram of event property MUST BE ATTACHED (see attachments)

TYPE OF EVENT

PERMIT FEE \$100

- | | |
|--|---|
| <input type="checkbox"/> Expansion or replacement of existing facilities | <input type="checkbox"/> Construction Trailer |
| <input type="checkbox"/> Sale of agricultural products grown off-site | <input type="checkbox"/> Real estate sales office or model home |
| <input type="checkbox"/> Sale of fireworks | <input type="checkbox"/> Sale of non-agricultural products, except fireworks |
| <input checked="" type="checkbox"/> Special event, over 100 people in attendance | <input checked="" type="checkbox"/> Not-for-profit event, over 100 people in attendance |
| <input type="checkbox"/> Athletic event on streets, greenways | <input type="checkbox"/> Town recognized event _____ |
| <input type="checkbox"/> Other (please describe) _____ | <input type="checkbox"/> Live Band / Concert _____ |

Downtown Smithfield Wine Walk	Downtown Smithfield
Name of Event	Location of Event (exact street address)

Applicant name Katrusia B. Johnson E-mail address kjohnson@harborshelter.org

Address 110 Skyland Drive Smithfield, North Carolina Zip 27577

Day phone 919-938-3566 Mobile phone 919-631-7318

Event set-up/start time/date November 17, 2017 at 5pm Event clean-up/end date/time November 17, 2017 at 9pm

Sound amplification hours 5pm - 9pm Will food or goods be sold? No

Security provided by Smithfield Police or private security (describe duties): SPD off duty checking ID's, offering police presence

Private agency name & phone, if applicable: _____

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

Do you wish to: Restrict animals at this event? (circle Yes No) Prohibit Fireworks? (circle Yes No)

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 will be conducted per all applicable local laws. I certify that I have received the attached information concerning the regulations for Temporary Uses. I certify that I have notified all adjoining property owners of the planned temporary use.

Katrusia B. Johnson Katrusia B. Johnson 8/14/2017
 Applicant's name (print) Signature Date

PLEASE RETURN THIS PERMIT TO INSPECTIONS AND PERMIT DEPARTMENT WITH \$100.00

Method of payment: Cash _____ Check _____ Credit card _____ Amount \$ _____

Reviewing Planner: _____ Date: _____
 (Note: See attached letter)



August 14, 2017

Mayor Andy Moore and Town Council
Town of Smithfield
PO Box 761
Smithfield, NC 27577

Re: Downtown Smithfield Wine Walk

Dear Mayor and Council Members,

At the April 2017 meeting, the Council approved the DSDC's events, including a Downtown Smithfield Wine Walk scheduled for November 17, 2017. The DSDC and Harbor have agreed that Harbor will take over the planning for the Wine Walk with the DSDC's support. The DSDC is still very committed to the success of this event, which has been very positive for Harbor, the DSDC, and our downtown businesses over the last six years. At this time, the DSDC is exploring similar partnerships with other organizations to encourage other events taking place downtown.

We do not expect that there will be any material changes in the operation of the event, and are committed to working with Harbor to ensure that the transition is seamless. Should you have any questions, please feel free to contact me. Thank you for your support of Downtown Smithfield, our events, and our businesses.

Sincerely,

A handwritten signature in black ink, appearing to read "Sarah Edwards", with a long horizontal flourish extending to the right.

Sarah Edwards
Executive Director



Request for City Council Action

**Consent
Agenda
Item:** Application
for
Temporary
Use Permit
Date: 09/05/2017

Subject: Temporary Use Permit
Department: Harbor, Inc.
Presented by: Planning Department
Presentation: Consent Agenda Item

Issue Statement

The Council is asked to authorize Harbor, Inc. to participate in the Six County Silent March on October 31, 2017 from 12pm to 1pm. This march will be held at Johnston County Courthouse.

Financial Impact

Action Needed

To approve the Temporary Use Permit Application

Recommendation

Approved: City Manager City Attorney

Attachments:

1. Staff Report
2. Temporary Use Permit Application
3. March Summary Letter
4. Parade Permit



Staff Report

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

Harbor, Inc. would like to participate in the Six County Silent March that will be held in conjunction with five of their sister domestic violence organizations. This event will take place on October 31, 2017 from 12pm to 1pm at Johnston County Courthouse. The County Manager, Rick Hester, will be notified regarding this event. The purpose of the event is to bring awareness to domestic violence in the County and bring attention to the fact that October is Domestic Violence Awareness Month. The event will include a brief 15 minute program on the courthouse steps and a silent walk around the block carrying signs to show solidarity. Sound amplification will be needed from 12pm to 1pm. Smithfield Police Department will be needed for crowd control. No food or goods will be sold.



Town of Smithfield's Planning Department
 P.O. Box 761 or
 350 East Market Street
 Smithfield, NC 27577
 Effective: January 2008

Temporary Use Permit Application

Completed applications should be submitted to the Town of Smithfield's Planning Department **at least four weeks prior to the event.** All applicants should read the following pages before completing all sections required. **Incomplete applications may increase the permit processing time.** If a person other than the property owner signs this application, a notarized written authorization from the property owner must be attached.

A site plan/diagram of event property MUST BE ATTACHED (see attachments)

TYPE OF EVENT

PERMIT FEE \$100

- | | |
|--|---|
| <input type="checkbox"/> Expansion or replacement of existing facilities | <input type="checkbox"/> Construction Trailer |
| <input type="checkbox"/> Sale of agricultural products grown off-site | <input type="checkbox"/> Real estate sales office or model home |
| <input type="checkbox"/> Sale of fireworks | <input type="checkbox"/> Sale of non-agricultural products, except fireworks |
| <input checked="" type="checkbox"/> Special event, over 100 people in attendance | <input checked="" type="checkbox"/> Not-for-profit event, over 100 people in attendance |
| <input type="checkbox"/> Athletic event on streets, greenways | <input type="checkbox"/> Town recognized event _____ |
| <input type="checkbox"/> Other (please describe) _____ | <input type="checkbox"/> Live Band / Concert _____ |

Six County Silent March	Johnston County Courthouse
Name of Event	Location of Event (exact street address)

Applicant name Katrusia B. Johnson E-mail address kjohnson@harborshelter.org

Address 110 Skyland Drive Smithfield, North Carolina Zip 27577

Day phone 919-938-3566 Mobile phone 919-631-7318

Event set-up/start time/date October 31, 2017 at 12 noon Event clean-up/end date/time October 31, 2017 at 1pm

Sound amplification hours 12pm - 1pm Will food or goods be sold? No

Security provided by Smithfield Police or private security (describe duties): SPD for crowd control

Private agency name & phone, if applicable: _____

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

Do you wish to: Restrict animals at this event? (circle Yes **No**) Prohibit Fireworks? (circle **Yes** No)

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 will be conducted per all applicable local laws. I certify that I have received the attached information concerning the regulations for Temporary Uses. I certify that I have notified all adjoining property owners of the planned temporary use.

Katrusia B. Johnson Katrusia B. Johnson 8/14/2017
 Applicant's name (print) Signature Date

PLEASE RETURN THIS PERMIT TO INSPECTIONS AND PERMIT DEPARTMENT WITH \$100.00

Method of payment: Cash _____ Check _____ Credit card _____ Amount \$ _____

Reviewing Planner: _____ Date: _____
 (Note: See attached letter)



HARBOR OF JOHNSTON COUNTY
Safe Haven for Families

August 14, 2017

Town of Smithfield
Post Office Box 761
Smithfield, North Carolina 27577

RE: Harbor, Inc. Special Events

Dear Mayor, Council, and Staff:

Enclosed you will find temporary use permit applications for both Harbor, Inc. sponsored events for 2017.

Harbor would like to participate in the Six County Silent March that will be held in conjunction with five of our sister domestic violence organizations. This event will take place on October 31, 2017 beginning at 12 noon at the Johnston County Courthouse. The County Manager, Rick Hester, will be notified regarding this event. The purpose of the event is to bring awareness to domestic violence in the County and to bring attention to the fact that October is Domestic Violence Awareness Month. The event will include a brief program (15 minutes) on the courthouse steps and a silent walk around the block carrying signs to show solidarity.

There has been a change of Applicant for the Smithfield Downtown Wine Walk (from DSDC to Harbor, Inc.). The event will occur on November 17, 2017 from the hours of 5pm-9pm. All alcohol consumed will occur within the businesses. Harbor will hire two Smithfield Police Department officers to verify the age of participants and provide police presence. The Wine Walk has been a very successful retail event for Downtown Smithfield and the businesses. Neither event will require closure of any streets.

For additional questions, I may be contacted at 919.631.7318. Harbor, Inc. thanks you in advance for your assistance in providing services to ensure the success of both of these events.

Respectfully,


Katrusia 'Kay' Johnson,
Executive Director

110 Skyland Drive / Smithfield, North Carolina 27577
Office: 919-938-3566 / Fax: 919-938-4515 / Crisis Line: 919-631-5478
www.harborshelter.org

Town of Smithfield

Picket/Protest/Parade Request

Name of Person Responsible for protest/demonstration: Katrusia Johnson

Contact Information of Responsible Person: 919-631-7318

Location of Protest: The sidewalk around the block of the Court House

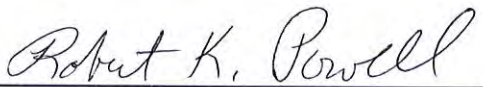
Time and Dates of Protest: 12:00pm to 1:00 pm/ Oct. 31, 2017

Number of people anticipated to be involved: Approximately 100

Number of minors (Under 18 years of age) Involved: Unsure(during school Hours)

This protest permit is not intended to violate any civil rights as protected by the Constitution of the United States, but is intended as a tool to allow law enforcement and the Town of Smithfield to plan and prepare for any disruption that an organized, legal protest may create. Under Smithfield Municipal Code 17-56, participants of the protest may not block and sidewalks or streets of the Town as part of any organized protest.

Completion of this form is voluntary and your cooperation is appreciated.

Approved: 

Chief of Police Robert K. Powell



Request for City Council Action

**Consent
Agenda
Item:** **Street
Closure**
Date: 09/05/2017

Subject: Street Closure of S. Seventh St.

Department: Fire Department

Presented by: John Blanton

Presentation: Consent

Issue Statement

The Fire Department is seeking approval to close the 200 and 300 Blocks of South Seventh St. from the hours of 7a.m. until 5p.m. on Saturday, September 16th, 2017 for the purpose of a live fire training exercise at the address of 305 S. Seventh St.

Financial Impact

None

Action Needed

Approve the closing of the 200 and 300 blocks of S. Seventh St. to allow for safe operations during this training exercise.

Recommendation

Staff recommends approving this request for the safety of personnel and the public during this training exercise.

Approved: City Manager City Attorney

Attachments:

1. Staff Report
2. Notice to Residents



Staff Report

**Consent
Agenda
Item:** **Street
Closure**

The Fire Department is scheduled to perform a live fire training exercise on Saturday, September 16th, 2017 at the address of 305 S. Seventh St. between E. Johnston St. and E. Woodall St. Beginning at 7a.m. We will start the exercise and will have it completed by 5 p.m. This road closure will affect 2 residences and 1 church in these blocks of S. Seventh St.

We are preparing notifications to send out through handouts and social media to warn the public of the by-products, ex. smoke and ashes, from this training exercise.



Town of Smithfield
Fire Department
111 S. Fourth St. Smithfield, NC 27577
Jeremey Daughtry
Division Chief



IMPORTANT NOTICE TO RESIDENTS
A HOUSE at 305 S. Seventh Street
WILL BE BURNED IN A TRAINING EXERCISE
SATURDAY, SEPTEMBER 16th

Seventh Street will be CLOSED from Johnston to Woodall Streets
7 a.m. – 5 p.m.

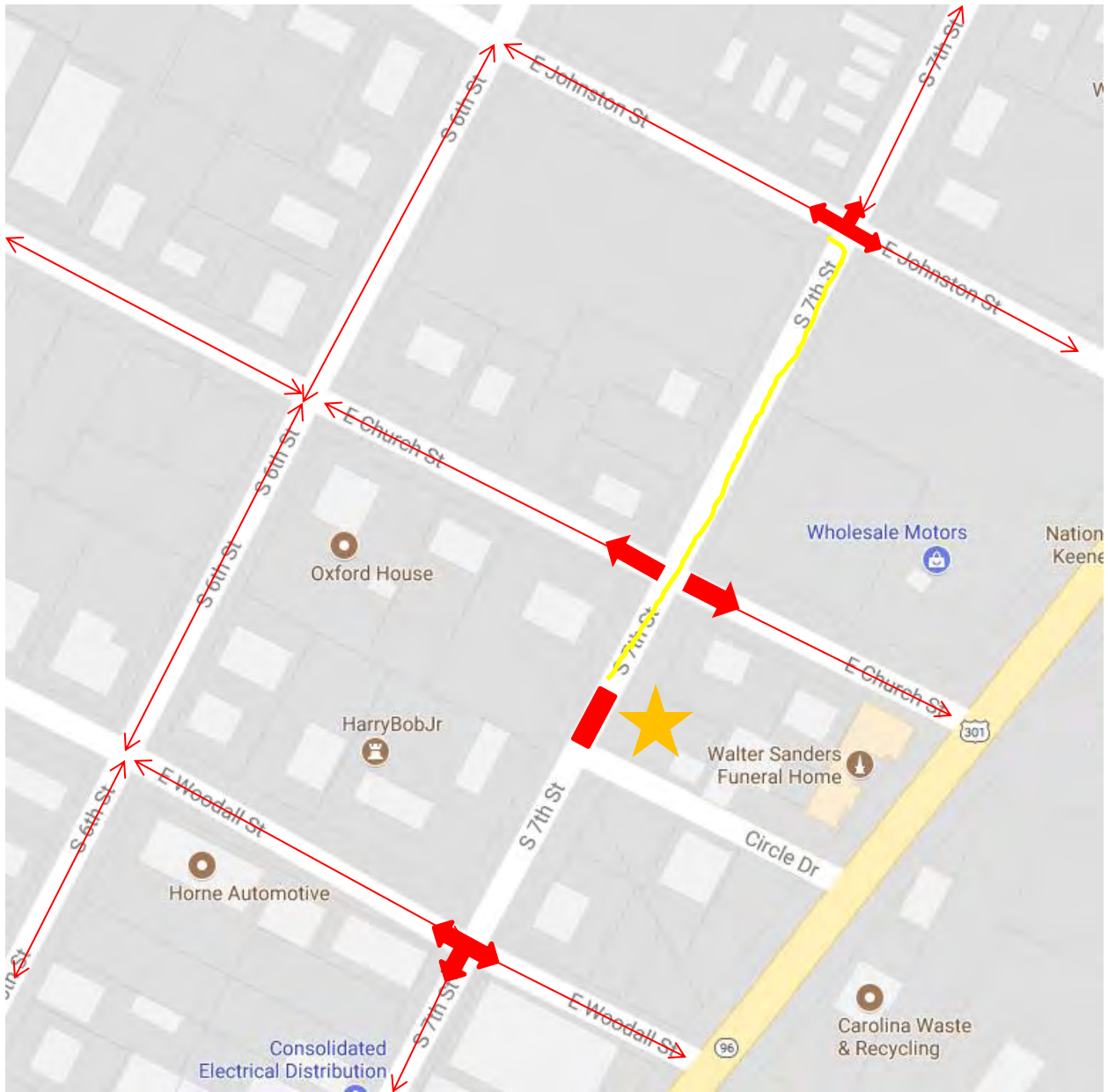
On Saturday, September 16, 2017, we are conducting a live burn training event at 305 S. Seventh Street.

To maintain a safe environment for our personnel to work, we have received approval to **close S. Seventh Street between E. Johnston and E. Woodall streets from approximately 7am until 5pm.** This closure will restrict ***all traffic*** due to hose lines and apparatus. You can detour around Seventh Street by turning onto E. Johnston Street or E. Woodall Street and using S. Sixth Street or S. Brightleaf BLVD. - see map on rear of this page. For safety reasons and because of equipment on site, residents who live immediately across from the street from the house to be burned may not be able to come and go between 7 a.m. and 5 p.m., but all efforts will be made to accommodate residents. **This type of exercise will produce products of combustion such as smoke and ashes. Please take precautions to remove any property such as vehicles that may be affected.**

This road closure has been approved through local ordinances. This event has also been approved through specific procedures required by the NC Division of Air Quality, NC Health Hazards Control Unit, and the Office of State Fire Marshal. Due to the smoke generated by a burning house, **we strongly suggest that you keep your windows and doors closed during the event.**

The Town of Smithfield Fire Department has a training program designed to help our firefighters maintain their skills as well as train new personnel to the State of North Carolina Firefighter II Certification criteria. To do this, we routinely burn vacant houses to simulate true working conditions. Since this is a common practice around the country, the National Fire Protection Association (NFPA) has developed a standard for Fire Department Training Programs dealing with Live Fire training, NFPA 1403. This standard is designed to maintain a safe training environment and is strictly adhered to by the Town of Smithfield Fire Department.

If you have any questions or concerns, please contact Division Chief Jeremey Daughtry at 919-934-2468 or on his cell, 919-915-3445. Thank you for your cooperation as we better prepare our personnel to handle the variety tasks of an inherently dangerous job.





Request for City Council Action

Resolution #
Consent Agenda Item: 610 (15-2017)
Designation of Applicant's Agent
Date: 09/05/2017

Subject: Resolution #610 (15-2017)

Department: General Government

Presented by: Shannan Williams

Presentation: Consent Agenda

Issue Statement

In order for residents of the Town effected by Hurricane Matthew to be eligible to receive disaster relief funds from the State and/or Federal agencies, it must pass a resolution authorizing a primary and secondary agent to act on behalf of the Town residents .

Financial Impact

N/A

Action Needed

The Town Council is asked to adopt Resolution #610 (15-2017) naming Administrative Support Specialist Julie Edmonds as the Primary Agent and Senior Planner Mark Helmer as the Secondary Agent to be able to continue to assist residents that were effected by Hurricane Matthew

Recommendation

Adopt Resolution # 610 (15-2017)

Approved: City Manager City Attorney

Attachments:

1. Staff Report
2. Resolution # 610 (15-2017)



Staff Report

	Resolution #
Consent	610 (15-2017)
Agenda	Designation of
Item:	Applicant's
	Agent

In order for residents to receive State or Federal Funding for disaster relief due to Hurricane Matthew, the Town of Smithfield must adopt a Resolution designating a primary and secondary agent to act on behalf of the Town. Staff is requesting that Administrative Support Specialist Julie Edmonds be named as the Primary Agent and Senior Planner Mark Helmer to be named as the Secondary Agent. Ms. Edmonds and Mr. Helmer will be able to continue to assist residents with the Acquisition and Elevation Hazardous Mitigation Grant Program.

Town of Smithfield
Resolution # 610 (15-2017)
DESIGNATION OF APPLICANT'S AGENT
North Carolina Division of Emergency Management

Organization Name (hereafter named Organization) Town of Smithfield	Disaster Number: FEMA-DR-4285-NC
Applicant's State Cognizant Agency for Single Audit purposes (If Cognizant Agency is not assigned, please indicate):	
Applicant's Fiscal Year (FY) Start Month: July Day: 01	
Applicant's Federal Employer's Identification Number: 56-6001335	
Applicant's Federal Information Processing Standards (FIPS) Number 101-62520-00	

PRIMARY AGENT	SECONDARY AGENT
Agent's Name: Julie Edmonds	Agent's Name: Mark Helmer
Organization: Town of Smithfield	Organization: Town of Smithfield
Official Position: Administrative Support Specialist	Official Position: Senior Planner
Mailing Address: P O Box 761	Mailing Address: P O Box 761
City ,State, Zip: Smithfield, NC 27577	City ,State, Zip: Smithfield, NC 27577
Daytime Telephone: 919.934.2116 ext. 1111	Daytime Telephone: 919.934.2116 ext. 1112
Facsimile Number: 919.934.1134	Facsimile Number: 919.934.1134
Pager or Cellular Number:	Pager or Cellular Number:

BE IT RESOLVED BY the governing body of the Organization (a public entity duly organized under the laws of the State of North Carolina) that the above-named Primary and Secondary Agents are hereby authorized to execute and file applications for federal and/or state assistance on behalf of the Organization for the purpose of obtaining certain state and federal financial assistance under the Robert T. Stafford Disaster Relief & Emergency Assistance Act. (Public Law 93-288 as amended) or as otherwise available. **BE IT FURTHER RESOLVED** that the above-named agents are authorized to represent and act for the Organization in all dealings with the State of North Carolina and the Federal Emergency Management Agency for all matters pertaining to such disaster assistance required by the grant agreements and the **assurances printed on the reverse side hereof**. **BE IT FINALLY RESOLVED THAT** the above-named agents are authorized to act severally.

PASSED AND APPROVED this 5th day of September, 2017

GOVERNING BODY	CERTIFYING OFFICIAL
Name and Title: M. Andy Moore, Mayor	Name: Shannan L. Williams
Name and Title: Emery Ashley, Mayor Pro-Tem	Official Position: Town Clerk
Name and Title: Marlon Lee, Councilman	Daytime Telephone: 919.934.2116 ext. 1108
Name and Title: J. Perry Harris, Councilman	
Name and Title: Travis Scott, Councilman	
Name and Title: Roger Wood, Councilman	
Name and Title: Stephen Rabil, Councilman	
Name and Title: John A. Dunn, Councilman	

CERTIFICATION

I, Shannan L. Williams, duly appointed and Town Clerk of the Governing Body, do hereby certify that the above is a true and correct copy of a resolution passed and approved by the Governing Body of the Town of Smithfield on the 5th day of September, 2017

Date: _____

Signature: _____

APPLICANT ASSURANCES

The applicant hereby assures and certifies that he will comply with the FEMA regulations, policies, guidelines, and requirements including OMB's Circulars No. A-95 and A-102, and FMC 74-4, as they relate to the application, acceptance and use of Federal funds for this Federally-assisted project. Also, the Applicant gives assurance and certifies with respect to and as a condition for the grant that:

1. It possesses legal authority to apply for the grant, and to finance and construct the proposed facilities; that a resolution, motion or similar action has been duly adopted or passed as an official act of the applicant's governing body, authorizing the filing of the application, including all understandings and assurance contained therein, and directing and authorizing the person identified as the official representative of the applicant to act in connection with the application and to provide such additional information as may be required.
2. It will comply with the provisions of: Executive Order 11988, relating to Floodplain Management and Executive Order 11990, relating to Protection of Wetlands.
3. It will have sufficient funds available to meet the non-Federal share of the cost for construction projects. Sufficient funds will be available when construction is completed to assure effective operation and maintenance of the facility for the purpose constructed.
4. It will not enter into a construction contract(s) for the project or undertake other activities until the conditions of the grant program(s) have been met.
5. It will provide and maintain competent and adequate architectural engineering supervision and inspection at the construction site to insure that the completed work conforms with the approved plans and specifications; that it will furnish progress reports and such other information as the Federal grant or agency may
6. It will operate and maintain the facility in accordance with the minimum standards as may be required or prescribed by the applicable Federal, State and local agencies for the maintenance and operation of such facilities.
7. It will give the grantor agency and the Comptroller General, through any authorized representative, access to and the right to examine all records, books, papers, or documents related to the grant.
8. It will require the facility to be designed to comply with the "American Standard Specifications for Making Buildings and Facilities Accessible to, and Usable by the Physically Handicapped," Number A117.1-1961, as modified (41 CFR 101-17-7031). The applicant will be responsible for conducting inspections to insure compliance with these specifications by the contractor.
9. It will cause work on the project to be commenced within a reasonable time after receipt of notification from the approving Federal agency that funds have been approved and will see that work on the project will be prosecuted to completion with reasonable diligence.
10. It will not dispose of or encumber its title or other interests in the site and facilities during the period of Federal interest or while the Government holds bonds, whichever is the longer.
11. It agrees to comply with Section 311, P.L. 93-288 and with Title VI of the Civil Rights Act of 1964 (P.L. 83-352) and in accordance with Title VI of the Act, no person in the United States shall, on the ground of race, color, or national origin, be excluded from participation in, be denied the benefits of, or be otherwise subjected to discrimination under any program or activity for which the applicant receives Federal financial assistance and will immediately take any measures necessary to effectuate this agreement. If any real property or structure is provided or improved with the aid of Federal financial assistance extended to the Applicant, this assurance shall obligate the Applicant, or in the case of any transfer of such property, any transferee, for the period during which the real property or structure is used for a purpose for which the Federal financial assistance is extended or for another purpose involving the provision of similar services or benefits.
12. It will establish safeguards to prohibit employees from using their positions for a purpose that is or gives the appearance of being motivated by a desire for private gain for themselves or others, particularly those with whom they have family, business, or other ties.
13. It will comply with the requirements of Title II and Title III of the Uniform Relocation Assistance and Real Property Acquisitions Act of 1970 (P.L. 91-646) which provides for fair and equitable treatment of persons displaced as a result of Federal and Federally-assisted programs.
14. It will comply with all requirements imposed by the Federal grantor agency concerning special requirements of law, program requirements, and other administrative requirements approved in accordance with OMB Circular A-102, P.L. 93-288 as amended, and applicable Federal Regulations.
15. It will comply with the provisions of the Hatch Act which limit the political activity of employees.
16. It will comply with the minimum wage and maximum hours provisions of the Federal Fair Labor Standards Act, as they apply to hospital and educational institution employees of State and local governments.
17. (To the best of his knowledge and belief) the disaster relief work described on each Federal Emergency Management Agency (FEMA) Project Application for which Federal Financial assistance is requested is eligible in accordance with the criteria contained in 44 Code of Federal Regulations, Part 205, and applicable FEMA Handbooks.
18. The emergency or disaster relief work therein described for which Federal Assistance is requested hereunder does not or will not duplicate benefits received for the same loss from another source.
19. It will (1) provide without cost to the United States all lands, easements and rights-of-way necessary for accomplishment of the approved work; (2) hold and save the United States free from damages due to the approved work or Federal funding.
20. This assurance is given in consideration of and for the purpose of obtaining any and all Federal grants, loans, reimbursements, advances, contracts, property, discounts of other Federal financial assistance extended after the date hereof to the Applicant by FEMA that such Federal Financial assistance will be extended in reliance on the representations and agreements made in this assurance and that the United States shall have the right to seek judicial enforcement of this assurance. This assurance is binding on the applicant, its successors, transferees, and assignees, and the person or persons whose signatures appear on the reverse as authorized to sign this assurance on behalf of the applicant.
21. It will comply with the flood insurance purchase requirements of Section 102(a) of the Flood Disaster Protection Act of 1973, Public Law 93-234, 87 Stat. 975, approved December 31, 1973. Section 102(a) requires, on and after March 2, 1975, the purchase of flood insurance in communities where such insurance is available as a condition for the receipt of any Federal financial assistance for construction or acquisition purposes for use in any area that has been identified by the Director, Federal Emergency Management Agency as an area having special flood hazards. The phrase "Federal financial assistance" includes any form of loan, grant, guaranty, insurance payment, rebate, subsidy, disaster assistance loan or grant, or any other form of direct or indirect Federal assistance.
22. It will comply with the insurance requirements of Section 314, P.L. 93-288, to obtain and maintain any other insurance as may be reasonable, adequate, and necessary to protect against further loss to any property which was replaced, restored, repaired, or constructed with this assurance.
23. It will defer funding of any projects involving flexible funding until FEMA makes a favorable environmental clearance, if this is required.
24. It will assist the Federal grantor agency in its compliance with Section 106 of the National Historic Preservation Act of 1966, as amended, (16 U.S.C. 470), Executive Order 11593, and the Archeological and Historic Preservation Act of 1966 (16 U.S.C. 469a-1 et seq.) by (a) consulting with the State Historic Preservation Officer on the conduct of investigations, as necessary, to identify properties listed in or eligible for inclusion in the National Register of Historic places that are subject to adverse effects (see 36 CFR Part 800.8) by the activity, and notifying the Federal grantor agency of the existence of any such proper-ties, and by (b) complying with all requirements established by the Federal grantor agency to avoid or mitigate adverse effects upon such properties.
25. It will for any repairs or construction financed herewith, comply with applicable standards of safety, decency and sanitation and in conformity with applicable codes, specifications and standards; and, will evaluate the natural hazards in areas in which the proceeds of the grant or loan are to be used and take appropriate action to mitigate such hazards, including safe land use and construction practices.

STATE ASSURANCES

The State agrees to take any necessary action within State capabilities to require compliance with these assurances and agreements by the applicant or to assume responsibility to the Federal government for any deficiencies not resolved to the satisfaction of the Regional Director.



Request for City Council Action

**Consent
Agenda
Item:** Grant
Approval
Date: 09/05/2017

Subject: Legislative Grants Approval

Department: General Government

Presented by: Mike Scott, Town Manager

Presentation: Consent

Issue Statement

During the Fiscal Year 2018 budget process, the state legislature appropriated funds for two legislative grants for the repairs and refurbishment river bank of the Greenway. The grants total \$40,000.

Financial Impact

\$40,000 in revenue for riverbank repairs. No matching amount required.

Action Needed

Approve staff to submit application to release funds for two grants for repairs to the river bank along the Neuse River Trail infrastructure, one from North Carolina Department of Natural and Cultural Resources for \$20,000 and one from North Carolina Department of Commerce Rural Development in the amount of \$20,000.

Recommendation

Approve grant submissions for the repairs to the Buffalo Creek Greenway Infrastructure.

Approved: City Manager City Attorney

Attachments:

1. Staff Report
2. Rural Development Grant
3. Natural and Cultural Resources Grant



Staff Report

**Business
Agenda
Item:** **Grant
Approval**

During the FY 2018 budget process staff met with our State Legislators, Donna White and Larry Strickland and requested funds be allocated for the refurbishment and repairs to the Neuse River Bank that was impeding upon the Neuse River Trail. Two grants were allocated in the current state budget to assist with these repairs, estimated at \$60,000. The first grant is through the North Carolina Department of Commerce Rural Development for the sum of \$20,000. The second grant was from the North Carolina Department of Natural and Cultural Resources in the additional amount of \$20,000.

Submission requests are due by the North Carolina Department of Commerce Rural Development by September 15, 2017, in order to release the funds. The time line has not been set for the grant from North Carolina Department of Natural and Cultural Resources, though their request is to move as quickly as possible.

Staff recommends approval of both grant submissions for repairs to the Neuse River Trail in the amount of \$20,000 each. Neither grant requires any match amount.



**North Carolina
Department of Commerce
Rural Development**

**2017-2018
Downtown Revitalization and
Economic Development
Proposal Package**

Downtown revitalization and economic development grants in specified communities are authorized under NC Session Law 2017-257 Section 15.8 (a) for downtown revitalization and Section 15.8 (b) for economic development. The Rural Economic Development Division of the North Carolina Department of Commerce, will administer the grants.

Downtown Revitalization: Local governments identified in NC Session Law 2017-257 Section 15.8 (a) should complete the attached proposal form describing the downtown revitalization project proposed.

Downtown revitalization projects can include:

- Planning costs that will produce a final plan for physical improvements, including architectural and engineering design;
- Streetscape design and implementation;
- Public infrastructure including water, sewer, electric, lighting, sidewalk, traffic, road and/or digital infrastructure improvements;
- Façade or building improvements and/or property acquisition;
- Wayfinding signage; or
- Art or cultural installations.

Economic Development: Local governments identified in NC Session Law 2017-257 Section 15.8 (b) should complete the attached proposal form describing the activities proposed for the economic development project identified in section 15.8 (b).

Acceptable expenses for all projects include labor and materials necessary to carry out respective downtown revitalization/economic development projects. Operational expenses including salary or wages for local government employees and/or food, refreshment and entertainment expenses are not allowable. Expenditure of all grant funds should be completed by October 15, 2018.

Funding Distribution Timeline

- By August 1, 2017: The Department of Commerce will alert all eligible communities of available funding for downtown revitalization/economic development.
- By September 15, 2017: Local governments should complete the proposal form outlining proposed activities, estimated expenses and expected outcomes, of the project. The proposal form is included below and found at www.nccommerce.com/rd/rural-grants-programs/forms.
- By October 15, 2017: The Department of Commerce will issue contract documents to the local governments that submitted proposal forms by September 15.
- Upon receipt of signed contract documents from the local governments, the Department of Commerce will issue a check in the full amount of the grant.
- July 15, 2018: Local governments should submit a progress/final report detailing the outcomes and expenditures of the grant including copies of invoices/receipts for each expenditure paid with grant funds. The reporting form can be found at www.nccommerce.com/rd/rural-grants-programs/forms.

Complete proposals should be submitted no later than September 15, 2017 by one of the follow delivery options:

Via e-mail as a signed PDF to: rgpreports@nccommerce.com

Or via postal or overnight delivery to:

Melody Adams, Director, Rural Grant Programs
North Carolina Department of Commerce, Rural Economic Development Division
301 N. Wilmington Street (For Overnight Delivery Services)
4346 Mail Service Center (For US Postal Service)
Raleigh, NC 27699

2. Provide a description of the proposed outcomes of the downtown revitalization/economic development project/activity.

The Greenway Trail System is heavily used throughout the year. Without the needed repairs the trail system will eventually need to be closed for safety reasons. People who frequent the Greenway Trail System also frequent downtown businesses including the restaurants, gift shops, tap room and local pub. The repair of the riverbank will assure the trail system remains safe for its users and assures the trail system will remain open for use and tourism.

3. Provide a timeline for the implementation of the downtown revitalization/economic development project/activity.

The needed repairs will take place prior to June 30, 2018. Much of the repair timeline will be dependent upon acquiring the needed permits from the Corps of Engineers and Department of Environmental Quality. The weather and upcoming hurricane season will also play a part in the timeline for repairs.

4. Include photos of the area where the project/activity will take place and provide a description of the photos below.

Three photos are included of the affected area. Picture 1 includes the eroded river bank as looking from the paved portion of the trail. The exposed abandoned sewer pipe is visible in the picture showing how much the bank has eroded. Picture 2 shows a side view of the eroded river bank and the down trees that are the result of the erosion. Picture 3 shows the distance of the paved portion of the trail system to the riverbank in the affected area. The distance is about six feet.

Applicant Certifications

The attached statements and exhibits are hereby made part of this application, and the undersigned representative of the applicant certifies that the information in this application and the attached statements and exhibits are true, correct, and complete to the best of the signatory's knowledge and belief. The signatory further certifies:

- 1 as Authorized Representative, the signatory has been authorized to file this application;
- 2 that the governing body or agrees that if a grant is awarded, the applicant will provide proper and timely submittal of all documentation requested by the Grantor Agency;
- 3 that the applicant has substantially complied with or will comply with all federal, state, and local laws, rules, regulations, and ordinances as applicable to this project; and
- 4 that as of the date listed below, the applicant is not listed on the Final Divestment List created by the State Treasurer pursuant to N.C.G.S. 143-6A-4. This list, along with additional information about the Iran Divestment Act, is available on the Treasurer's Office site: <https://www.nctreasurer.com/inside-the-department/OpenGovernment/Pages/Iran-Divestment-Act-Resources.aspx>.



Signature of Chief Elected Official or Authorized Representative

Michael L. Scott
Typed Name

Town Manager
Typed Title

September 05, 2017
Date

Complete proposals should be submitted no later than September 15, 2017 by one of the follow delivery options:

Via e-mail as a signed PDF to: rgpreports@nccommerce.com

Or

Via postal or overnight delivery to:

Melody Adams, Director, Rural Grant Programs
North Carolina Department of Commerce, Rural Economic Development Division
301 N. Wilmington Street (For Overnight Delivery Services)
4346 Mail Service Center (For US Postal Service)
Raleigh, NC 27699



البيبي

Picture



Pic #3





**North Carolina Department of Natural and Cultural Resources
Budget and Finance Office**

Governor Roy Cooper

Secretary Susi H. Hamilton

August 28, 2017

Michael Scott
PO Box 761
Smithfield, NC 27577

Dear Michael Scott:

Session Law 2017-57, Appropriation Act 2017 provides a nonrecurring special appropriation - legislatively directed grant to Town of Smithfield for the Neuse River town park through the North Carolina Department of Natural and Cultural Resources (DNCR) in the amount of \$20,000.

General Statutes § 143C-6-21-23, Use of State funds by non-State entities, requires any agency awarding funds to enter into a contract with the recipient/organization. Before we can prepare a contract for your appropriation, we must have the following information from your local government:

1. A Microsoft Office Word version of the scope of work and a description of the project to be covered by these funds. The language of the scope and description should coincide with the stated purpose was written in the legislation. The information contained in the Scope of Work should be specific with deliverables and outcomes.
2. A Microsoft Office Word version of a line-item budget and budget narrative for these funds. Please note that expenditures of State funds are now subject to Cost Principles. For reference, see the Federal Office of Management and Budget (OMB) Circular A-87.

Please submit the above items by email to strategy.policy@ncdcr.gov.

The projected schedule for the awarding of these funds is as follows:

1. Certification of the State's annual budget by the Office of the State Budget and Management (OSBM). OSBM is currently finalizing this process for DNCR.
2. Receipt of the above-requested items.
3. Preparation of the grant contract by this agency. The contract incorporates the information requested above.
4. A second emailing to you containing a Request for Payment of Appropriation Form*, an Iran Divestment Form*, and a PDF of the completed grant contract. These documents must be properly signed, notarized and returned by mail to this office, along with additional

MAILING ADDRESS:
4601 Mail Service Center
Raleigh, NC 27699-4601

Telephone: (919) 807-7250
Fax: (919) 733-1564

LOCATION:
109 East Jones Street
Raleigh, NC

documentation as required by law. This mailing will also advise you of reporting requirements required by law.

5. The Budget and Finance Office will review of all documents received from you. At such time as those documents are deemed complete, we will authorize payment of the appropriation.

For starred “*” items, templates will be provided.

Please know that we will move through this process as quickly as possible. We understand your desire to receive your appropriation and want to work with you in every possible way. If you have questions, I can be contacted by email (see below) or phone (919-807-7277).

My contact and mailing information is below:

Email: strategy.policy@ncdcr.gov

US Mail: Joshua Davis
Business and Finance Office
Dept. of Natural and Cultural Resources
4605 Mail Service Center
Raleigh, NC 27699-4601

Fed Ex: Joshua Davis
Business and Finance Office
Dept. of Natural and Cultural Resources
109 East Jones Street
Raleigh, NC 27601

We look forward to working with you.

Sincerely,

Joshua Davis
Strategy and Policy Advisor



Request for City Council Action

Consent **Pest**
Agenda **Control**
Item: **Contract**
Date: 09/05/2017

Subject: Pest Control contract
Department: Public Works
Presented by: Lenny Branch, Public Works Director
Presentation: Consent Agenda

Issue Statement

The Public Works Department is proposing the Pest Control Contract be awarded to Clegg's Pest Control.

Financial Impact

If approved by Council the Pest Control Contract can be absorbed in the adopted 17/18 approved budget.

Action Needed

Council approval to award the Pest Control Contract to Clegg's Pest Control.

Recommendation

Staff recommends awarding the **Pest Control Contract to Clegg's Pest Control.**

Approved: City Manager City Attorney

Attachments:

Staff Report along with Bid tabulations sheets.

1. Staff Report
2. Bid Tabulation Sheets



Staff Report

Consent
Agenda
Item:

Pest
Control
Contract

The Town of Smithfield is currently utilizing **Clegg's Pest Control** as our Pest Control Provider. Our contract consist of 11 facility which include the newly added Fire Station #2 and the Police/Rec center. Bid packets were sent out to all the local contractors as well as everyone on our bidder list. We received proposals from Five (5) companies and are as follows;

1. Clegg's Pest Control	\$2,310.00
2. Woods Pest Control	\$3,360.00
3. Home Master	\$3,630.00
4. Orkin Pest Control	\$5,990.00
5. Economy Exterminators	\$8,940.00

Staff recommends awarding the Pest Control Contract to **Clegg's Pest Control** in the amount of \$2,310.00.

TOWN OF SMITHFIELD – PUBLIC WORKS DEPARTMENT

2017-2018 Pest Control Services

Bid Opening – Tuesday, August 08, 2017, 9:00 a.m.

COMPANY	SITE VISIT	BID AMOUNT Total for Locations 1-11	BID AMOUNT SRAC
ORKIN PEST CONTROL	YES	\$499.17/month	\$80.00/month
CLEGG'S PEST CONTROL	YES	\$192.50/month	\$210.00/month
ECONOMY EXTERMINATORS	YES	\$745.00/month + \$125.00/hr for termites	\$137.00/month + \$125.00/hr for termites
HOME MASTERS TERMITE & PEST CONTROL	YES	\$302.50/month	\$69.00/month
WOOD TERMITE & PEST CONTROL	YES	\$280.00/month	\$49.00/month

Pest Control Vendor List

Clegg's Pest Control

PO Box 2208
Smithfield, NC 27577
(919) 934-0229
(919) 912-9046

Dodson Bros Exterminating Co., Inc.

Attn: Claudia Bigley
4620 Trademark Dr., Suite 101
Raleigh, NC 27610
(919) 209-0022
district037@dodsonbros.com

Hall Exterminating Plus

Attn: Ann
PO Box 1237
Benson, NC 27504
(919)207-1234
halls.exterminating@gmail.com

Terminix

Attn: Jimmy Batchelor
503 Royall Ave.
Goldsboro, NC 27534
(919) 975-0580
(919) 750-2281
jbatchelor@insect.com

Wood Termite and Pest Control, Inc.

Attn: Josh Langdon
P. O. Box 178
Smithfield, NC 27577
csr@smithexterminating.com
(919) 934-7961 Office
(919) 934-1186 Fax

Neuse Termite and Pest Control

Attn: Daryl Hubbard
PO Box 446
Clayton, NC 27520
(919) 553-9888
(919) 275-5823
neusebug@yahoo.com

Economy Exterminators, Inc.

Attn: Christopher Morrissette
2160 N. Salem St.
Apex, NC 27523
chris@EconomyExterminators.com

Orkin Pest Control

609 Mercury St.
Raleigh, NC 27603
(866) 713-9979

Pest Marshall Exterminating

Attn: Curtis Massengill
PO Box 2397
Smithfield, NC 27577
(919) 963-3371

Melvin's Termite and Pest Control, Inc.

Attn: Mack Langdon
PO Box 1767
Smithfield, NC 27577
(919) 965-9293

Home Masters Termite & Pest Control

Attn: Michael Johnson
1260 W. Market St.
Smithfield, NC 27577
(919) 938-4575



Request for City Council Action

Consent
Agenda
Item:

Miracle
League
Field
Fencing

Date: 09/05/2017

Subject: Fencing for Miracle League Field
Department: Parks and Recreation
Presented by: Gary Johnson
Presentation: Gary Johnson and Bill Dreitzler

Issue Statement:

The Parks and Recreation received quotes for the materials and installation of fencing for the "Miracle League" Field being constructed as part of the Partnership to Build a Miracle Project. TEBCO Fencing of Wilson's Mills provided the lowest bid at \$12,200.

Financial Impact:

The funding for the installation of fencing has been allocated as part of the Partnership to Build A Miracle Project and is within the budget of the project.

Action Needed:

Authorize the Parks and Recreation Department to enter into an agreement with TEBCO Fencing for the procurement and installation of fencing for the Miracle League Field at Smithfield Community Park

Recommendation:

Authorize the Parks and Recreation Department to enter into an agreement with TEBCO Fencing for the procurement and installation of fencing for the Miracle League Field at Smithfield Community Park

Approved: City Manager City Attorney

Attachments

1. Bid – TEBCO Fencing
2. Bid – Blackmon's Fencing
3. Bid – Moye Fence Company, Inc.



Consent Agenda Item: Miracle League Field Fencing

Bids for Miracle League Field Fencing

TEBCO FENCING	\$12,200.00
BLACKMON'S FENCE	\$13,178.22
MOYE FENCE COMPANY, INC	\$ 14,506.18

TEBCO *Fencing*

P.O. Box 21
Wilsons Mills NC 27593

Tim Brown
Ph.919-631-7065

T.J. Brown
ph.919-634-5769

Date:1/18/17

For the proposed fence around the upcoming Miracle League Field located at Community Park in Smithfield.

If any material price increases, it will effect this bid amount.

TOTAL COST	\$
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ALTERNATE					
Item No.	Item Description	Unit	Evaluation Quantity	Unit Price	Extended Price
Baseball Field Fencing					
1	16-foot High Backstop Fence (Black Vinyl Coated)	LF	84	\$	\$
2	8-foot High Dugout Fence (Black Vinyl Coated)	LF	60	\$	\$
3	4-foot High Field Fencing (Black Vinyl Coated)	LF	315	\$	\$
4	4-foot High Around Dugout (Black Vinyl Coated)	LF	120	\$	\$
5	8-foot High man-gates (for dugouts) (Black Vinyl Coated)	EA	2	\$	\$
6	10-foot Wide Drive Thru Gate at Dugout (Black Vinyl Coated)	EA	1	\$	\$

TOTAL COST	\$
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\$12,200.00

**BASEBALL FIELD FENCING
BID FORM**

Town of Smithfield - Miracle League Baseball Field

Bid Submitted by: Blackman Fence

Date: 12-14-16

Town of Smithfield Partnership for Children Park - Unit Price Table					
Item No.	Item Description	Unit	Evaluation Quantity	Unit Price	Extended Price
Baseball Field Fencing					
1	15-foot High Backstop Fence (Galvanized)	LF	84	\$	\$ 4823.73
2	8-foot High Dugout Fence (Galvanized)	LF	60	\$	\$ 2296.11
3	4-foot High Field Fencing (Galvanized)	LF	315	\$	\$ item 3,4,6 = 4223.04
4	4 foot High Around Dugout (Galvanized)	LF	120	\$	\$ see item (3)
5	8-foot High man-gates (for dugouts) (Galvanized)	EA	2	\$	\$ see item (2)
6	10-foot Wide Drive Thru Gate at Dugout (Galvanized)	EA	1	\$	\$ See item (3)

TOTAL COST	\$ 11,342.88
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Price includes concrete around post

ALTERNATE

Item No.	Item Description	Unit	Evaluation Quantity	Unit Price	Extended Price
Baseball Field Fencing					
1	15-foot High Backstop Fence (Black Vinyl Coated)	LF	84	\$	\$ 5890.83
2	8-foot High Dugout Fence (Black Vinyl Coated)	LF	60	\$	\$ 2607.10
3	4-foot High Field Fencing (Black Vinyl Coated)	LF	315	\$	\$ 4680.29
4	4-foot High Around Dugout (Black Vinyl Coated)	LF	120	\$	\$ see item (3)
5	8-foot High man-gates (for dugouts) (Black Vinyl Coated)	EA	2	\$	\$ see item (2)
6	10-foot Wide Drive Thru Gate at Dugout (Black Vinyl Coated)	EA	1	\$	\$ see item (3)

TOTAL COST	\$ 13,178.22
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Total cost on each Price Includes concrete around post.

Call with questions
thanks!

**BASEBALL FIELD FENCING
BID FORM**

Town of Smithfield - Miracle League Baseball Field

Bid Submitted by: Moye Fence Company, Inc. - Timmy Moye
5728 Speights Bridge Rd.
Stantonsburg, NC 27883 252-238-3766

Date : December 14, 2016

Town of Smithfield Partnership for Children Park - Unit Price Table					
Item No.	Item Description	Unit	Evaluation Quantity	Unit Price	Extended Price
Baseball Field Fencing					
1	16-foot High Backstop Fence (Galvanized) - 9 gauge	LF	84	\$ 45.00	\$ 3,760.00
2	8-foot High Dugout Fence (Galvanized) - 9 gauge	LF	60	\$ 36.20	\$ 2,172.00
3	4-foot High Field Fencing (Galvanized) - 9 gauge	LF	315	\$ 8.75	\$ 2,756.25
4	4-foot High Around Dugout (Galvanized) - 9 gauge	LF	120	\$ 13.55	\$ 1,626.00
5	8-foot High man-gates (for dugouts) (Galvanized)	EA	2	\$ 350.00	\$ 700.00
6	10-foot Wide Drive Thru Gate at Dugout (Galvanized)	EA	1	\$ 425.00	\$ 425.00
TOTAL COST				\$	11,459.25

ALTERNATE

Item No.	Item Description	Unit	Evaluation Quantity	Unit Price	Extended Price
Baseball Field Fencing					
1	16-foot High Backstop Fence (Black Vinyl Coated)	LF	84	\$ 57.62	\$ 4,840.08
2	8-foot High Dugout Fence (Black Vinyl Coated)	LF	60	\$ 46.34	\$ 2,780.40
3	4-foot High Field Fencing (Black Vinyl Coated)	LF	315	\$ 10.94	\$ 3,446.10
4	4-foot High Around Dugout (Black Vinyl Coated)	LF	120	\$ 16.93	\$ 2,031.60
5	8-foot High man-gates (for dugouts) (Black Vinyl Coated)	EA	2	\$ 438.00	\$ 876.00
6	10-foot Wide Drive Thru Gate at Dugout (Black Vinyl Coated)	EA	1	\$ 532.00	\$ 532.00
TOTAL COST				\$	14,506.18



Request for City Council Action

**Consent
Agenda
Item:** Playground
Equipment
Purchase
Date: 09/05/2017

Subject: Bob Wallace Jaycee Kiddie Park Playground Equipment
Department: Parks and Recreation
Presented by: Gary Johnson
Presentation: Gary Johnson

Issue Statement:

The Parks and Recreation Department along with the Partnership for Children Park Committee would like to the authority to enter into a contract with Barrs Recreation, LLC of Cary, NC for the procurement and installation of playground equipment and surfacing for the Bob Wallace Jaycee Kiddie Park in the amount of \$36,249.50 through the NIPA purchasing cooperative.

Financial Impact:

The funding (\$40,000) for the playground equipment was appropriated by the Council in the General Fund for Parks and Recreation Capital Improvements (10.6200.7400) in the FY 17-18 Budget

Action Needed:

Authorize the Parks and Recreation Department to enter into an agreement with Barrs Recreation for the procurement of playground equipment for the Bob Wallace Jaycee Kiddie Park.

Recommendation:

Authorize the Parks and Recreation Department to enter into an agreement with Barrs Recreation for the procurement of playground equipment for the Bob Wallace Jaycee Kiddie Park.

Approved: City Manager City Attorney

Attachments

1. Staff Report
2. Quote from Barrs Recreation, LLC.



Staff Report

**Consent
Agenda
Item: Playground
Equipment
Purchase**

The Parks and Recreation Department would like to enter into a contract with Barrs Recreation to provide and install playground equipment at the Bob Wallace Jaycee Kiddie Park through the NIPA contract with BCI Burke Company. The NIPA (National Intergovernmental Purchasing Association) is a national purchasing cooperative that provide State Term Contracts with its vendors. Purchasing through the NIPA satisfies the policies of the Town of Smithfield and NC State Law.

Because the Partnership for Children has been working with Barrs Recreation and BCI Burke to design the playground portion of the Partnership to Build and Miracle, the Parks and Recreation Department has been working with them on the Bob Wallace Jaycee Kiddie Park Project. By piggy-backing the two projects together, the Town will realize additional savings through discounts and reduced shipping costs.



BARRS RECREATION, LLC
9521 LUMLEY ROAD
SUITE A
MORRISVILLE. NC 27560

QUOTATION

Date	Estimate #
8/24/2017	113421

Name / Address
Smithfield Parks & Recreation 600 E Booker Dairy Rd Smithfield, NC 27577

Rep	Project
CMB	

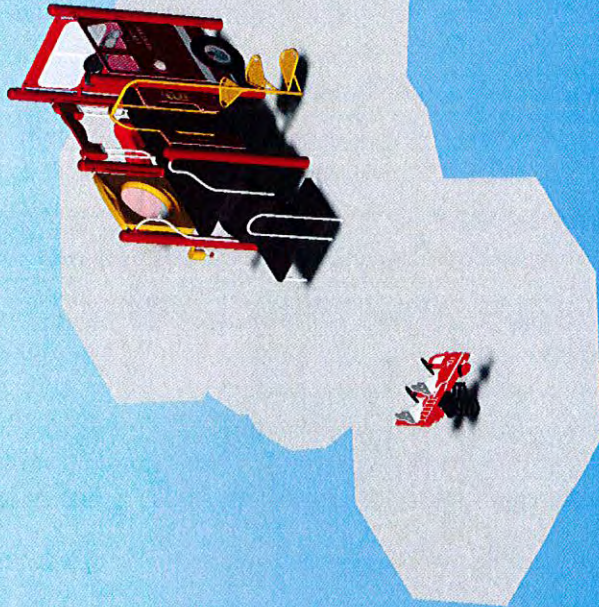
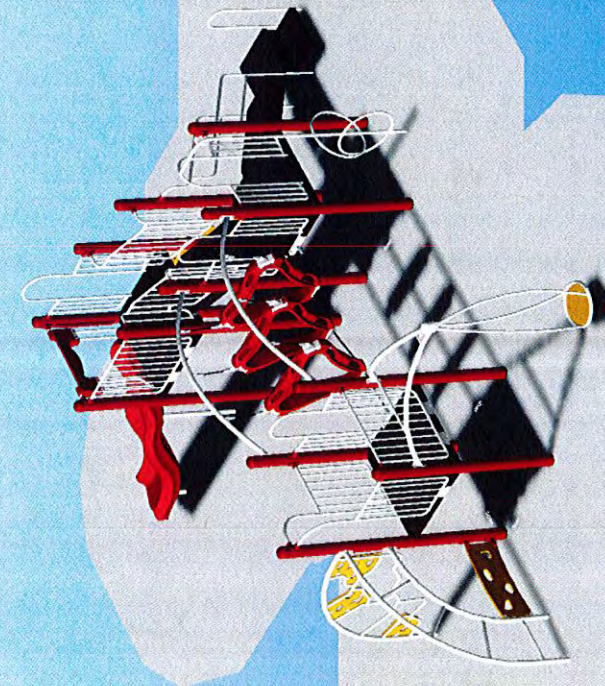
Description	Qty	U/M	Rate	Total
Bob Wallace Park #405-101605-2 this playground includes: One Firetruck themed age 2 to 5 structure with a Rock and Roll Slide, Bubble Window, Firetruck Fan Climber, Fire bell, imaginative play driving and passenger panels. One Double Seated Firetruck Spring Rider. One 5 to 12 age Structure with Jungle Vine Climber, Cyclone Spinner, Rock and Roll Slide, Trigon Bridge Climber, Linking Ring Climber, Power Peak Climber and Crest Point Climber. Includes Freight. Move with Us Grant for PO Installation of Your Commercial Equipment	1	ea	39,210.00	39,210.00T
			-14,723.50	-14,723.50
			11,763.00	11,763.00T

All purchases subject to a 5 - 7 week delivery schedule, unless otherwise noted. This quote is valid for 90 days. Payment terms are issuance of PO, or 50% deposit with order, balance due upon delivery (or completion of installation if we are providing that service). To accept this quotation, please sign and date on line below, and fax to (919) 781-5779 Thank you for your consideration. If an order is cancelled after production begins, there will be a 35% re-stocking fee				Subtotal	\$36,249.50
				Sales Tax (6.75%)	\$2,446.84
				Total	\$38,696.34
Phone #	Toll Free Phone	E-mail	Web Site		
919-781-4870	800-909-PLAY	carolynneb@barrsrec.com	www.barrsrec.com		

Proposal # 405-101605-2

**Partnership to Build a Miracle
Barrs Recreation, LLC**

Burke





Request for City Council Action

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

Date: 09/05/2017

Subject: Advisory Board Appointments
Department: General Government
Presented by: Shannan Williams
Presentation: Consent Agenda

Issue Statement

The Town Council is asked to consider the new appointment to the Planning Board and two reappointments to the Library Board of Trustees

Financial Impact

N/A

Action Needed

The Town Council is asked to consider and approve the new appointment of Oliver Johnson to the Planning Board as and In-Town Alternate and to approve the reappointments of Amy Keith and Johnnie Pippin to the Library Board of Trustees.

Recommendation

Staff recommends approval of these appointments

Approved: City Manager City Attorney

Attachments:

1. Staff Report
2. Oliver Johnson – Board Application
3. Amy Keith – Board Application
4. Johnnie Pippin – Board Application



Staff Report

Consent Agenda Item
Advisory Board Appointments

Current Board vacancies are as follows:

Appearance Commission – 1 position

Historic Properties – 3 positions

Parks and Recreation Advisory Commission

- 1 In-Town Member
- 2 High School student positions (2 year term)

Planning Board – 1 ETJ Alternate

Board Appointments/Reappointment

1. Oliver Johnson has submitted an application for consideration to be appointed to a first term on the Planning Board as an In-Town Alternate.
2. Amy Keith has submitted an application for consideration to be reappointed to the Library Board of Trustees for a second term.
3. Johnnie Pippin has submitted an application for consideration to be reappointed to the Library Board of Trustees for a second term.



Town of Smithfield
Board, Commission, or Committee
Application

Name: Keith Amy S
(Last) (First) (MI)

Home Address: 822 S. 2nd St. Smithfield NC 27577

Business Name & Address: _____

Telephone Numbers: 919-300-3259 _____ amyskeith@aol.com
(Home) (Mobile) (Email)

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

- | | |
|--|---|
| <input type="checkbox"/> Appearance Commission | <input type="checkbox"/> Parks/Recreation Advisory Commission |
| <input type="checkbox"/> Board of Adjustment In Town Resident | <input type="checkbox"/> Planning Board In-Town Resident |
| <input type="checkbox"/> Board of Adjustment ETJ Member | <input type="checkbox"/> Planning Board ETJ Resident |
| <input type="checkbox"/> Historic Properties Commission | <input type="checkbox"/> Other: _____ |
| <input checked="" type="checkbox"/> Library Board of Directors | _____ |

Interests & Skills: organized, marketing, time management, computer,

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

Recent Job Experiences: Foster Care Social Worker and Licensing Social Worker for Child Protective Services with JCDSS.

Civic or Service Organization Experience: Junior Womens League, NCSSA, Psi Chi

Town Boards previously served on and year(s) served: Library Board of Directors 2014-2017

Please list any other Boards/Commissions/Committees on which you currently serve: Library Board of Directors

Why are you interested in serving on this Board/Commission/Committee? Continuing to make an impact and improve the County Library and serve the Community.

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 Stallings Keith

Signature: Amy S Keith Date: 8/1/17

Return completed for to:

Shannan Williams
Town Clerk
P. O. Box 761
Smithfield, North Carolina 27577
Phone: (919) 934-2116 Fax: (919) 989-8937 E-Mail: shannan.williams@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



Town of Smithfield
Board, Commission, or Committee
Application

Name: PIPPIN JOHNIE A.

Home Address: (Last) 1213 S. WALNUT DR. (First) SMITHFIELD, NC 27577 (MI)

Business Name & Address:

Telephone Numbers: 919.938.8111 (Home) (Mobile) japippin4@yahoo.com (Email)

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

- Appearance Commission
Board of Adjustment In Town Resident
Board of Adjustment ETJ Member
Historic Properties Commission
Library Board of Directors
Parks/Recreation Advisory Commission
Planning Board In-Town Resident
Planning Board ETJ Resident
Other:

Interests & Skills: LIBRARIAN & LIBRARY ENVIRONMENTS - 14+ years

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

Recent Job Experiences: LIBRARY CONSULTANT FOR STATE LIBRARY OF NORTH CAROLINA

Civic or Service Organization Experience:

Town Boards previously served on and year(s) served: 3yr LIBRARY BOARD OF DIRECTORS

Please list any other Boards/Commissions/Committees on which you currently serve:

Why are you interested in serving on this Board/Commission/Committee? ALREADY SERVED 1 TERM, would like to continue. VALUE LIBRARY WITHIN COMMUNITY.

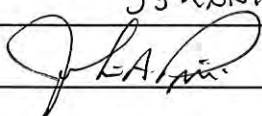
Affirmation of Eligibility:

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: Johnnie A. Pippin
Signature:  Date: 8.8.17

Return completed for to:
Shannan Williams
Town Clerk
P. O. Box 761
Smithfield, North Carolina 27577
Phone: (919) 934-2116 Fax: (919) 989-8937 E-Mail: shannan.williams@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



Town of Smithfield
Board, Commission, or Committee
Application

Name: JOHNSON Oliver

Home Address: 405 Ash St., Smithfield, NC 27577 (MI)

Business Name & Address:

Telephone Numbers: 919-934-2376 (Home) Oliver Johnson 1967 (Email) @gmail.com (Mobile)

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

- Appearance Commission
Board of Adjustment In Town Resident
Board of Adjustment ETJ Member
Historic Properties Commission
Library Board of Directors
Parks/Recreation Advisory Commission
Planning Board In-Town Resident
Planning Board ETJ Resident
Other:

Interests & Skills:

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

Recent Job Experiences: Assistant Superintendent for Student Services Johnston County Schools (Retired)

Civic or Service Organization Experience: Vice Chair, Johnston County Board of Health (9 years); Member Juvenile Crime Prevention Council (14 years)

Town Boards previously served on and year(s) served:

Please list any other Boards/Commissions/Committees on which you currently serve: Member, Johnston County Community Foundation

Why are you interested in serving on this Board/Commission/Committee? To provide A progressive environmentally concerned perspective to Smithfield's planning and zoning pro cess.

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: Oliver C. Johnson Jr.

Signature: 

Date: 8/12/2017

Return completed for to:
Shannan Williams
Town Clerk
P. O. Box 761
Smithfield, North Carolina 27577
Phone: (919) 934-2116 Fax: (919) 989-8937 E-Mail: shannan.williams@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



Staff Report

**Consent New Hire /
Agenda Vacancy
Item: Report
Date: 09/05/2017**

Background

Per Policy, upon the hiring of a new or replacement employee, the Town Manger or Department Head shall report the new/replacement hire to the Council on the Consent Agenda at the next scheduled monthly Town Council meeting.

In addition, please find the following current vacancies:

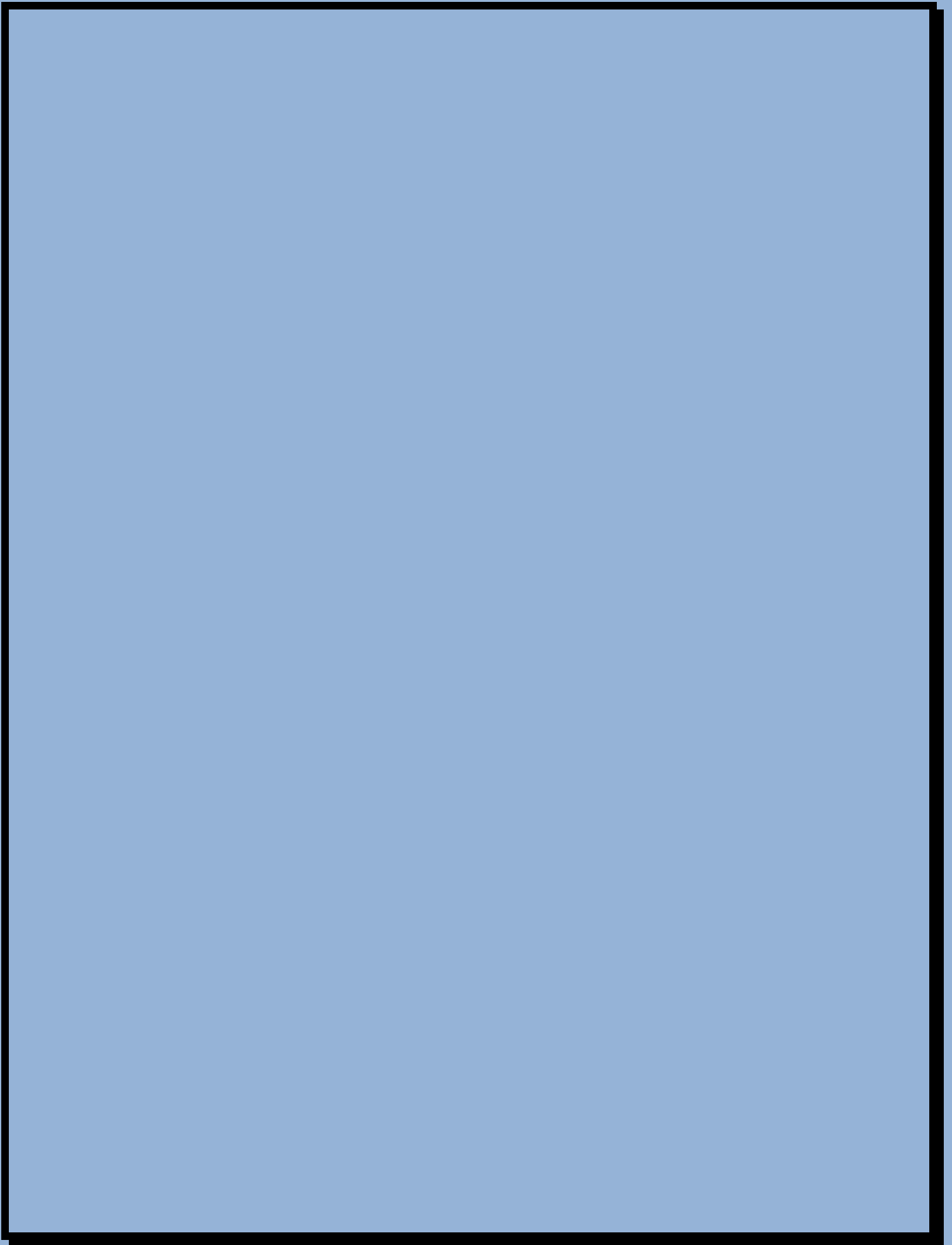
<u>Position</u>	<u>Department</u>	<u>Budget Line</u>
Electric Line Technician	PU – Electric	31-7230-0200
Planning Director	Planning	10-4900-0200
Police Officer	Police	10-5100-0200
Sanitation Equip. Operator	PW – Sanitation	10-5800-0200
Sanitation Worker	PW – Sanitation	10-5800-0200
Utility Line Mechanic	PU – Water/Sewer	30-7220-0200
Water Plant Operator	PU – Water Plant	30-7200-0200

Action Requested

The Town Council is asked to acknowledge that the Town has successfully filled the following vacancies in accordance with the Adopted FY 17-18 Budget.

<u>Position</u>	<u>Department</u>	<u>Budget Line</u>	<u>Rate of Pay</u>
P/T Scorekeeper	P & R – Recreation	10-6200-0210	\$9.00/hr.
Police Officer I	Police	10-5100-0200	\$15.58/hr. (\$34,836.88/yr.)
Pump Station Mechanic	PU – Water/Sewer	30-7220-0200	\$14.10/hr. (\$29,328.00/yr.)
Utility Line Crew Supervisor	PU – Water/Sewer	30-7220-0200	\$14.31/hr. (\$29,764.80/yr.)

Business Items





Request for City Council Action

Business **Alcohol**
Agenda **Sales-**
Item: **Sunday**
Time
Change
Date: 09/05/2017

Subject: Alcohol Sales/ Sunday Time Change
Department: General Government
Presented by: Mike Scott
Presentation: Business

Issue Statement

Ratified Senate Bill 155 amended current state law to permit cities to adopt an ordinance to allow for the sale of malt beverages, unfortified wine, fortified wine, and mixed beverages beginning at 10:00 A.M. on Sundays. The Town Council is asked to adopt this ordinance that will allow alcohol sales to begin at 10:00 A.M. on Sundays.

Financial Impact

No direct impact on town services or finances.

Action Needed

Approve attached draft ordinance #492.

Recommendation

Staff recommends approval of the ordinance.

Approved: City Manager City Attorney

Attachments:

1. Draft Ordinance #492.
2. Letters from DSDC
3. Letter from Chamber of Commerce



Staff Report

**Business
Agenda
Item:** **Alcohol
Sales-
Sunday
Time
Change**

Senate Bill #155 was ratified following the 2017 legislative session. Within this Senate Bill was a new section of Chapter 160A that reads as follows:

"§ 160A-205.3. Hours of certain alcohol sales.

In accordance with G.S. 18B-1004(c), a city may adopt an ordinance allowing for the sale of malt beverages, unfortified wine, fortified wine, and mixed beverages beginning at 10:00 A.M. on Sunday pursuant to the licensed premises' permit issued under G.S. 18B-1001."

The Town has since been approached by the Downtown Smithfield Development Corporation (DSDC) requesting the Town Council create a Town ordinance allowing for alcohol sales and consumption in accordance with NCGS 160A-205.3. The Smithfield-Selma Chamber of Commerce also provided a letter of support for the change in time. (Letters Attached)

The draft ordinance was first introduced to the Town Council during the August 1, 2017 Council Meeting. While the majority of the actual council approved the vote in August, the new ordinance required a two-thirds vote for the ordinance to take effect following the first reading. The second reading of the ordinance is now in front of the Council whereby NC General Statute 160A-75 requires only an affirmative vote from a simple majority of the actual council for approval. The Town Council is now asked to discuss this request and approve the attached ordinance allowing the sales and consumption of alcoholic beverages in accordance with NCGS 160A-205.3.

**TOWN OF SMITHFIELD
NORTH CAROLINA
ORDINANCE #492 -2017**

**AN ORDINANCE ADDING A NEW SECTION TO THE SMITHFIELD TOWN CODE
OF ORDINANCES
TO AUTHORIZE THE SALE OF MALT BEVERAGES,
UNFORTIFIED WINE, FORTIFIED WINE, AND MIXED BEVERAGES
BEGINNING AT 10:00 A.M. ON SUNDAYS**

THE TOWN COUNCIL OF THE TOWN OF SMITHFIELD ORDAINS:

Section 1.

Pursuant to authority granted to the Town pursuant to N.C. Gen. Stat. § 160A-205.3 (Session Law 2017, Chapter 87, Senate Bill 155, Section 4)), the Town of Smithfield hereby enacts a new Town Code Chapter 9, *Licenses, Permits & Miscellaneous Business Regulation*, Article VIII *Wine, Fortified Wine, And Mixed Beverages On Sunday Mornings*; Section 9-250 to read as follows:

Section 9-250 Wine, Fortified Wine, And Mixed Beverages On Sunday Mornings.

The sale of malt beverages, unfortified wine, fortified wine and mixed beverages shall be allowed within Smithfield's corporate limits at any premises licensed pursuant to N.C. Gen. Stat. 18B-1001 on Sundays beginning at 10:00 a.m.

Section 2. All provisions of any town ordinance in conflict with this ordinance are repealed.

Section 3. This ordinance shall become effective upon adoption.

The foregoing ordinance, having been submitted to a vote, adopted by motion made by Councilman _____, seconded by Councilman _____, and approved on a vote of ____ in favor and ____ against.

Duly adopted this the 5th day of September, 2017

M. Andy Moore, Mayor

ATTEST

Shannan L. Williams, Town Clerk



July 17, 2017

Mayor Andy Moore and Town Council
Town of Smithfield
PO Box 761
Smithfield, NC 27577

Re: Brunch Bill – SB 155

Dear Mayor and Council Members,

As I'm sure you are aware, Senate Bill 155, which allows the sale of alcoholic beverages as early as 10:00 a.m. on Sundays, was recently approved by the North Carolina legislature, as well as Governor Cooper. In order to allow this practice in Smithfield, the Town Council must also grant its approval.

Before the passage of this bill, I spoke with several Downtown Smithfield restaurant owners who shared that they anticipated that the bill's passage would have a significant financial impact on their businesses, and could potentially extend their hours of operation.

Enclosed you will find letters from Mike O'Dowd, the owner of SoDoSoPa, and Colleen Roby, the owner of Simple Twist and Simple Twist Taproom, requesting that the Council support the extended hours for alcohol sales. The DSDC supports their requests, and appreciates the Council's consideration. Please feel free to contact me if you have any questions.

Sincerely,

A handwritten signature in black ink, appearing to read "S Edwards", with a long, sweeping flourish extending to the right.

Sarah Edwards
Executive Director

July 14, 2017

To Whom it May Concern:

With the approval of Senate Bill 155 allowing businesses to serve alcohol before noon on Sundays, we would like to encourage you to pass this bill in our town. Allowing our business to sell alcohol before noon will increase our sales and encourage more people to come out for brunch. 47 other states already have this law in place and now that North Carolina has joined in, we hope that our local leaders will make the right choice and support business growth.

Thank you for your support,
Nathan and Colleen Roby
Owners- Simple Twist

July 17, 2017

Smithfield Town Council
PO Box 761
Smithfield, NC 27577

Dear Mayor and Council,

With the approval of SB 155 at the state level, I request that the Town Council take action to give Smithfield restaurants the ability to serve alcoholic beverages as early as 10:00 a.m. on Sundays. This change will make it more financially feasible for SoDoSoPa to open on Sundays, as it will increase our revenues. I hope that you will support this change, and in doing so, support your local businesses.

Sincerely,
Mike O'Dowd
Owner, SoDoSoPa



Request for City Council Action

Business **Purchase of**
Agenda **Altitude**
Item: **Valves**
Date: 09/05/2017

Subject: Purchase of Altitude Valves for Town Water System

Department: Public Utilities

Presented by: Ted Credle

Presentation: No

Issue Statement

The purchase of new altitude valves was approved by Town Council for this years' budget and was quoted by vendors.

Financial Impact

The capital project line item in the amount of \$60,000 was approved in FY 2017-2018 budget for this expenditure.

Action Needed

Approve purchase of altitude valves

Recommendation

Staff recommends the approval of the purchase of the altitude valves from Cla-Val Valves for the proposed price of \$33,334.00

Approved: City Manager City Attorney

Attachments:

1. Staff Report
2. Price quote/documentation from Cla-Val Valves
3. Price quote/documentation from Singer Valves



Staff Report

**Business
Agenda
Item: Purchase
of
Altitude
Valves**

As part of the approved budget for the present fiscal year (2017-2018), the Town Council approved funding to purchase two (2) new altitude valves for the elevated water tanks at Market Street and Shelter Way. The quoted tanks are under the approved budget and will fit Town needs. We will use the remaining funds in the project line item to pay for installation.

Once installed, the valves will enable the Town to supply greater water volume and better pressure in West Smithfield. Further, the occasional spillage from both the Market Street tank and the Shelter Way tank will cease.

Quotes were received from the following:

- Cla-Val Valves in the amount of \$33,334.00 for two altitude valves.
- Singer Valves in the amount of \$ 40416.76 for two altitude valves
- Heyward chose not to submit a quote

Providing exceptional engineered solutions and services since 1940

August 18, 2017

Dale Boyette
Town of Smithfield
PO Box 761
Smithfield, NC 27577

Water

Wastewater

Fluid

Steam

Reference: Two-way Tank Flow Control Valve with Remote Control Function

Dear Dale:

We are pleased to offer the following Cla-Val control valve to meet your requirements.

<u>Quantity</u>	<u>Description</u>
1	Cla-Val Model Model 133-JJ, Size 12" Full Port Two-way flow Electronic Control Valve to control flow, pressure, tank level and valve position simultaneously under command of Cla-Val VC-22D Electronic Valve Controller with inlet and outlet pressure transmitters and valve position transmitter. The valve/controller package will enable remote computer control over valve operations. The valve shall be equipped and have the ability to meter flow in both directions. Preferred control range: 500 to 2200 gpm based tank elevations & supply pressures.

Price: \$16,667.00 each

As an option, a 12" reduced port valve is available with features as described above, but with preferred control range of 300 to 1000 gpm. Price: \$15,503.00 each

The controller will be programmed for your specific operating preferences. Set up, start-up and training service is included.

Shipment: 4 weeks after release, F.O.B. Factory, Freight Prepaid and Added
Terms: 100% net 30 Days. 1½% will be added each month to any balance remaining after 30 days.
Additional terms and conditions are included on the following page.
Not included: Installation, taxes and any items not listed above

Thank you for this opportunity to be of service. Please let me know if you have questions. I will be glad to help further in any way that I can.

Sincerely,

Bob McCollum

Robert E. McCollum Jr. PE
C: 919-971-1931 E: bmccollum@mechequip.com

Corporate Office
P.O. Box 689 | 1301 Industrial Dr.
Matthews, NC 28106
P: 704.847.2100 | F: 704.847.2349

**INDUSTRIAL
MUNICIPAL
COMMERCIAL**

Greenville Office
P.O. Box 758 | 510 Palmetto Dr.
Simpsonville, SC 29681
P: 864.967.3420 | F: 864.963.4784

THIS QUOTATION IS SUBJECT TO
THE FOLLOWING TERMS AND CONDITIONS OF SALE

1. All prices in this quotation are firm for a period of 30 days and, if accepted, material is subject to immediate shipment unless stated otherwise.
2. Deliveries are subject to change from those quoted and are based on factory availability.
3. MECO reserves the right to bill an additional 3% on orders if the customer elects to pay via Credit Card instead of by check or EFT.
4. MECO does not accept consequential damages or liquidated damages.
5. This quotation includes only equipment and/or services specifically covered in writing herein. We do not certify nor imply that it is in exact conformity with customer's specifications unless so stated herein.
6. Equipment or parts furnished hereunder are manufactured by others and will be repaired or replaced only to the extent of the original manufacturer's guarantee or warranty.
7. We shall not be liable for delay in delivery or failure to manufacture due to causes beyond our control such as acts of God, acts of government, strikes, war, delays of carriers and inability to do things beyond our control to obtain necessary labor, materials or manufacturing facilities.
8. Prices quoted do not include any present or future sales, use, excise or similar taxes. Such taxes will be added to billing where applicable unless customer provides us with a tax exemption certificate acceptable to the taxing authorities.
9. Unless stated otherwise, all sales are FOB factory. Terms of payment are 100% Net 30 days from date of shipment or from date goods are available to ship if customer requests MECO to store goods. 1½% will be added each month to any balance remaining after 30 days. Storage fees will apply should customer request storage or delayed delivery.
10. If a progress payment is unpaid beyond agreed terms, MECO reserves the right to suspend production on any applicable project until the account is in good standing.

The foregoing terms and conditions hereof shall constitute the entire agreement of the parties with respect to any order issued on this quotation and accepted by us.



MODEL — VC-22D

Electronic Valve Controller



Model VC-22D
Valve Controller

Product Description

The Cla-Val VC-22D is designed to provide state of the art valve control for a variety of fluid control parameters. Intuitive programming screens allow easy and fast programming for standard and customized applications such as flow, pressure, level, or position. Complete capabilities allow either stand-alone operation or easy integration into SCADA systems with standard wired signals or Modbus (TCP or RTU) communications.

For ease of use, the controller is pre-loaded with a wide variety of typical valve applications (ValvApps™). Additional custom ValvApps™ can be created by Cla-Val to meet any operational requirement. For example 2 or 3 modulating control functions can be combined into one custom ValveApp.

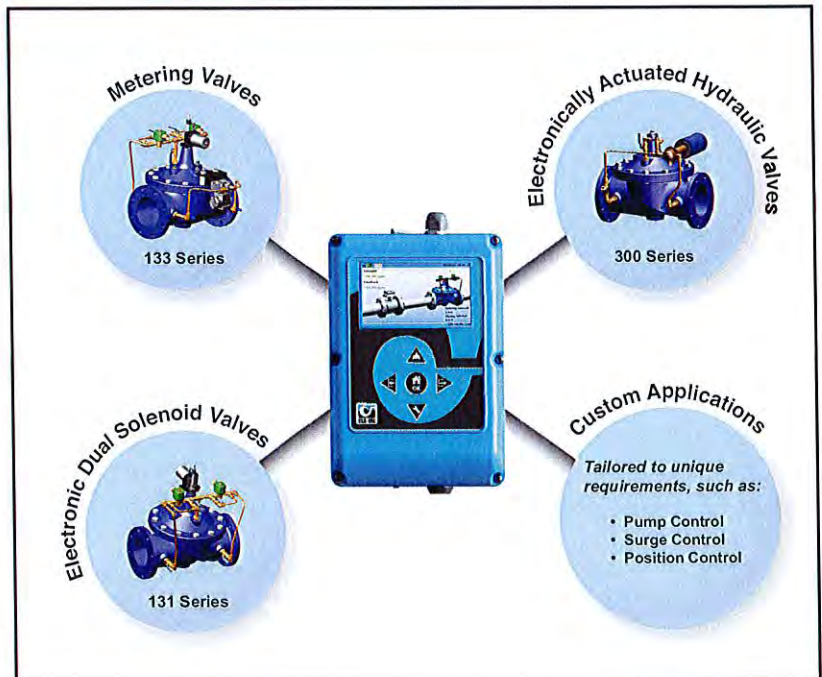
Pre-Loaded Typical ValvApps™ include:

- Flow Control with Mag Meter or e-Flowmeter Feedback
- Pressure Control with Upstream or Downstream Feedback
- Position Control with Position Feedback
- Modulating Level Control with Level and Position or Flow Feedback
- Metering Valve with Position and DP or P1-P2 Feedback
- Ratio Control with 2 Flowmeter feedbacks
- Altitude On/Off Level Control with Delayed Opening and Level Feedback
- Pressure Management with CRD-34 Electronic Pilots and Flow Feedback

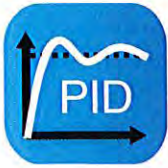
- Provides remote or local setpoint control for valves in a variety of fluid applications
- Highly accurate and stable valve control
- Controller is supplied with pre-loaded ValvApps™ for most common valve functions
- Custom ValvApps™ can be created for Multi-Function Control
- **Simple Control Curves graphical programming**
- High resolution color screen graphics with color-coded indicators
- Communications via standard 4-20 mA retransmission and relays or by Modbus RTU/TCP
- Internal logging : programmable and download to USB
- **Less than 3 Watts power: solar or hydro powered remote valve control**
- Simple and intuitive programming and set-up
- IP-68 Submersible (verified by independent lab)



Controller Applications

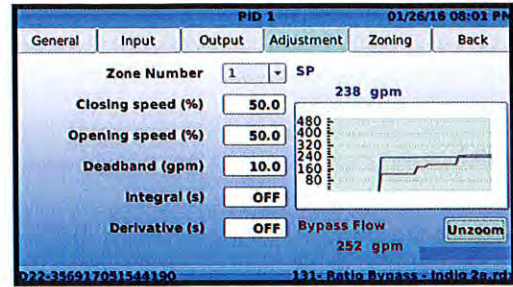


VC-22D Valve Functions



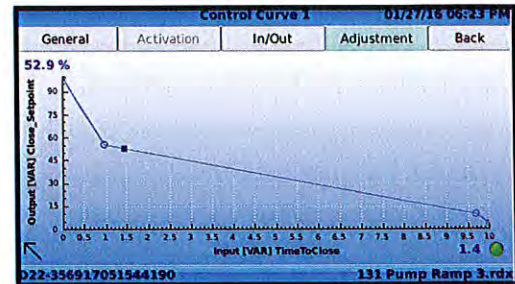
PID Control

Used in maintaining a control valve at setpoint, multiple PID loops can be programmed with each of them offering local or remote setpoints. A real-time chart view helps to visualize valve response and fine tune valve response. Programmable setpoint ramping prevents hydraulic shocks.



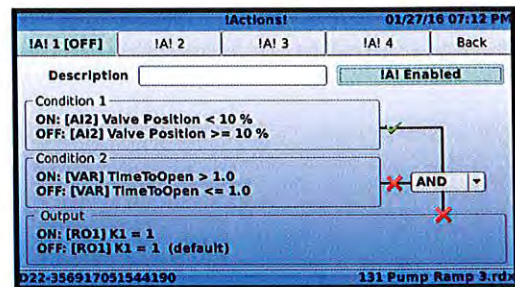
Control Curves

Offers an easy way to create a relationship between two system variables. Using graphical functions, the user draws the control curve relationship linking pressure, flow, level, and/or time directly on the screen. Up to four control curves allowing independent pump control valve opening and closing or tailored modulating level control.



Actions

Used to take "action" (or alarms) when programmable conditions (1 or 2) are met by forcing an output relay, solenoid, or 4-20 mA output. The closing relay can be used to send an alarm to SCADA. Up to four actions can be programmed including deadband.



Retransmission

Used to retransmit any input signal, variable, or calculation to a SCADA system. Up to four input signals such as pressure, flow, or level can be redirected through the 4-20 mA outputs.



Totalizer

Keeps track of total volume as a function of time. Customizable units & reset functionality allow for simplified set-up and configuration. Can be used for volume (or batch) control applications limiting water volume taken from supplier per day or into tank trucks.



DP Metering

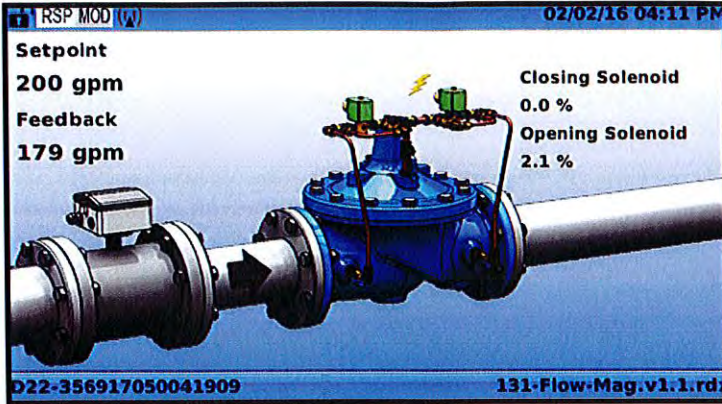
A built-in function to calculate flowrate based on valve position and DP. The returned flow value can be displayed and controlled without a separate flow meter. A metering ValvApp with this feature is included in the standard internal library. All standard Cla-Val valve sizes curves are included.



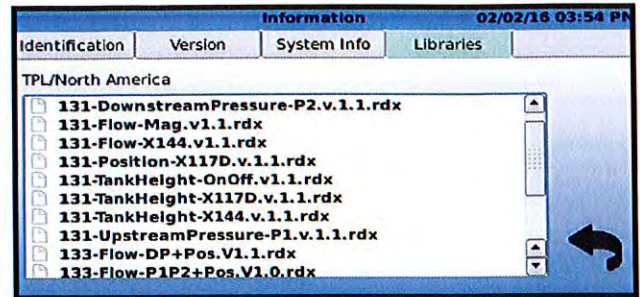
Data Logging and Log File

All input and output values are logged according to a programmable schedule. Default logging is every 5 minutes but can be as low as 1 minute or at customized intervals. 4 GB SD card memory allows greater than 80,000,000 values storage. Data is stored in MS-Excel (CSV) readable format. Transfer is by USB.

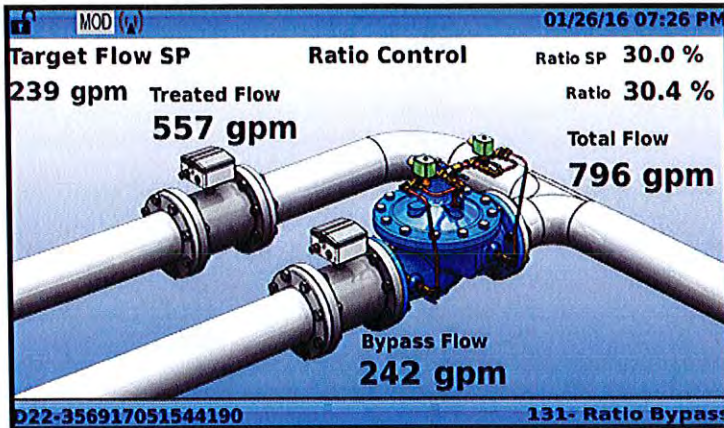
Standard & Custom ValvApps™



Standard ValveApps™



At startup the user can select from an internal library of Standard ValveApps designed for the most common control applications such as flow, pressure, level, position, or pressure management. Pre-configured graphics displays actual valve installation and minimizes startup time.



Custom ValveApps™

Special requirements can easily be handled by importing Custom ValveApps from the USB port. Program files may be either pre-programmed into the controller or sent by email and downloaded into the controller. All within minutes. Typical non-standard applications include ratio (blending), multiple functions, multiple inputs, custom graphics, differential pressure, temperature, salinity, electrical conductivity, parallel valves, etc.



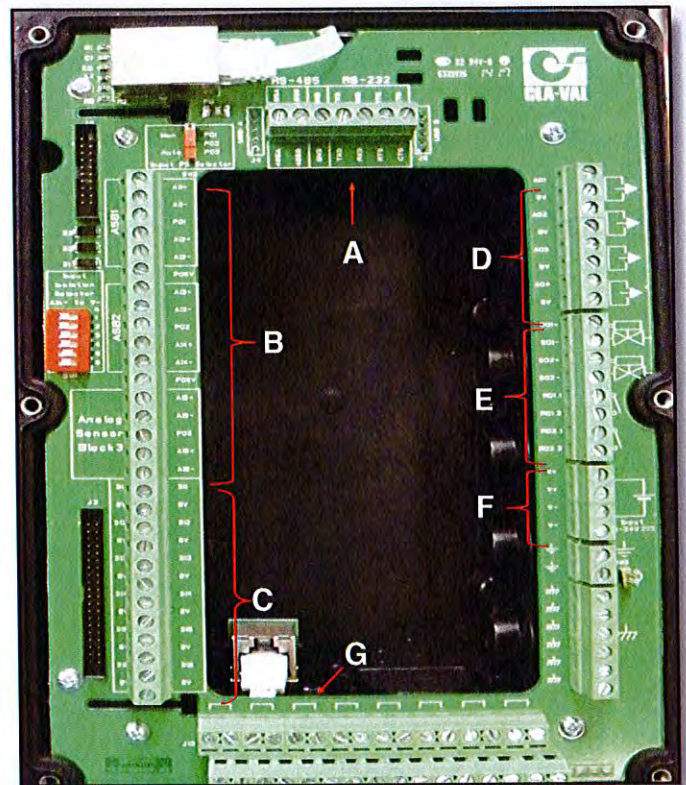
Inputs, Outputs & Communications

Features

- A) RS-232/485
- B) Six 4-20 mA Analog Inputs
- C) Six Digital inputs
- D) Four 4-20 mA Analog Outputs
- E) Two Solenoid + Two Relay Outputs
- F) 12 - 24 VDC Power
- G) Ethernet Connection (External)



Typical installation with mounting bracket



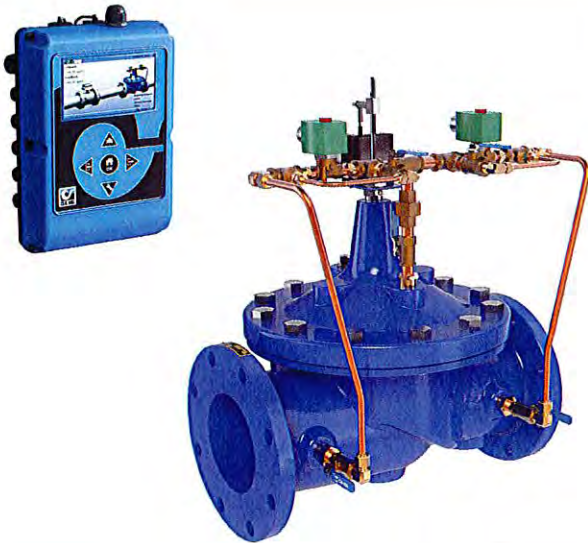
VC-22D Valve Controller Product Specifications

Inputs	Power Supply
6x Analog 4-20 mA	12 24 VDC Input
6x Digital (dry contact max 5 VDC @ 0.1A - 100 Hz max)	Consumption: 1.5 W standby, 3 W in use
Reverse polarity and short circuit protection	Max 32 VDC over voltage protection
Optocoupler isolation @ CMR 1000 V - 2 wires insulated	Reverse polarity and short circuit protection
Outputs	Communications
4x 4-20 mA Analog	Modbus TCP / Ethernet
2x Solenoid solid state relay 24 VDC @ 0.5 A - binary or proportional	Modbus RTU / RS-485
2x Mechanical relay 24 VDC - 240 VAC @ 1 A max.	USB
Reverse polarity & short circuit protection	VNC
Control Parameters	GPRS modem quad band (consult factory)
Proportional band 0-100% / independent opening and closing	Enclosure & Display
Deadband 0 - full scale	8.75" (223 mm) H x 6" (153 mm) W x 3.5" (89 mm) D
Cycle time 0 - 60 sec	Weight 3 lbs (1.4 kg)
Integral and Derivative available	PC / ABS plastic UV resistant
Output limits - % of Cycle Time / Independent opening and closing	IP-68 Connections - cable glands, USB, Ethernet
Multi-zone tuning - up to 4 zones	5 mechanical pushbuttons
4x PID loops	Silicon sealed polycarbonate screen
4x Actions or Alarms - 1 or 2 triggering conditions	4.3" color display 480 x 272 - 24 bit
4x Control Curves (graphically programmed)	Password 5-digit
Setpoint ramping	Mounting bracket - anodized aluminum
Input signal filter 0-100%	IP-68, 2 meters 1 month
Flow Totalizer (usable for volume control)	Temperature range 14 to 158 F (-10 to 70 C)
Logging & Data Storage	PCB coating - 90% RH, non condensing
Configurable logging intervals	
Real-time back-up on 4 GB SD card	
Memory protection 10 year lithium battery	
CSV file format MS-Excel compatible	
File transfer to USB memory	



MODEL 131 Series

Electronic Control Valves



- Simple Proven Design
- Quality Solenoid Pilot Controls
- Ideal For SCADA Systems
- Multi-Function Capability; Hydraulic Backup
- Security System to Prevent Unauthorized Changes
- Easy to Maintain

The Cla-Val Series 131 Electronic Control Valves are designed specifically for applications where remote control of the valve is preferred. It is a hydraulically operated, pilot controlled, diaphragm valve. The solenoid pilot controls are actuated by electrical signals from the optional VC-22D Electronic Valve Controller. The solenoid pilots either add or relieve line pressure from the cover chamber of the valve, causing it to open or close as directed by the electronic controller.

Series 131 Electronic Control valves can be configured to perform a wide range of functions, such as; pressure reducing, pressure sustaining, flow control, or level control. The electric controls can also be combined with hydraulic controls to create dual function, or fail-safe capability.

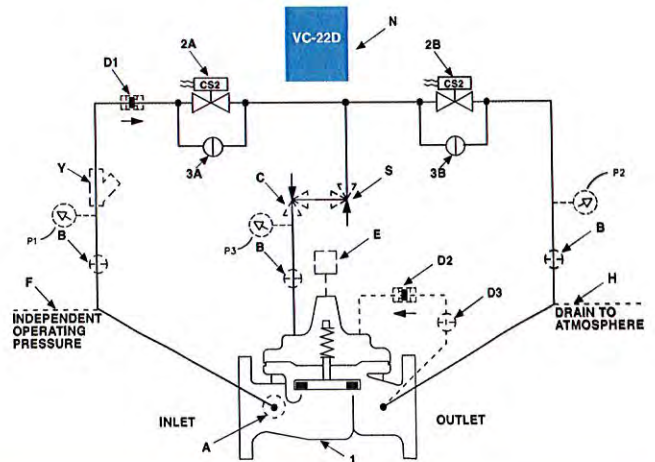
The basic 131-01 Electronic Control Valve (Schematic shown below) includes the main valve and solenoid pilot controls. Optional features include the VC-22D Electronic Valve Controller and the X117 Series Valve Position Transmitter. If the check feature option is added, and a pressure reversal occurs, the downstream pressure is admitted into the cover, closing the valve.

Schematic Diagram

Item	Description
1	100-01 Hytrol Main Valve
2	CS2 Solenoid Control
3	CK2 Solenoid Bypass Valve

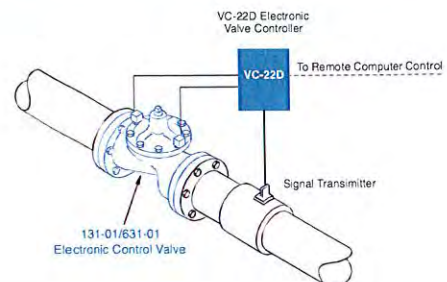
Optional Features

Item	Description
A	X46A Flow Clean Strainer
B	CK2 Isolation Valve
C	CV Flow Control (Closing)
D	Check Valves With Isolation Valve
E	X117 Series Position Transmitter
F	Independent Operating Pressure
H	Atmospheric Drain
N	Electronic Controller
P	X141 Pressure Gauge
S	CV Flow Control (Opening)
Y	X43 "Y" Strainer



Typical Applications

This data sheet contains typical applications that are modifications to the basic 131-01 Electronic Control Valve shown here. It is typically installed in a pipeline with a VC-22D Series Controller that receives a process variable signal that is compared to a set point and adjusts the main valve's capacity until the signals match. There are many different variations not shown in this brochure. Contact us with your specific application and we will provide a field proven solution.



131 Series (Uses 100-01 Hytrol Main Valve)

Pressure Ratings (Recommended Maximum Pressure - psi)

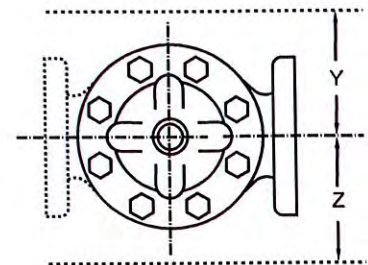
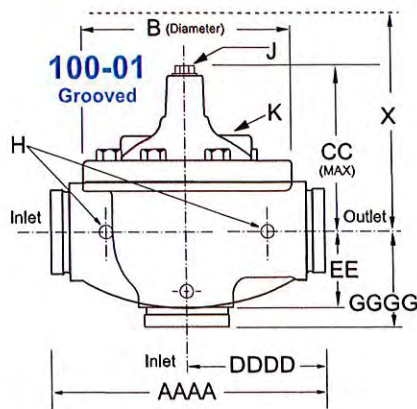
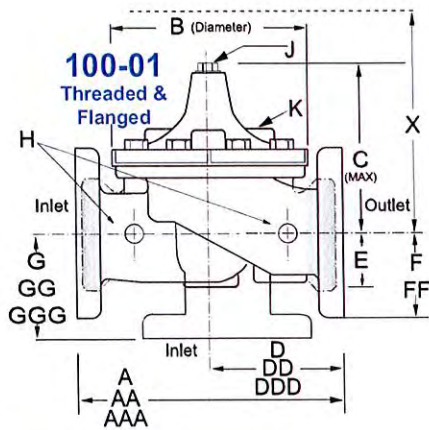
Valve Body & Cover		Pressure Class				
		Flanged			Grooved	Threaded
Grade	Material	ANSI Standards*	150 Class	300 Class	300 Class	End‡ Details
ASTM A536	Ductile Iron	B16.42	250	400	400	400
ASTM A216-WCB	Cast Steel	B16.5	285	400	400	400
UNS 87850	Bronze	B16.24	225	400	400	400

Note: * ANSI standards are for flange dimensions only.
 Flanged valves are available faced but not drilled.
 ‡ End Details machined to ANSI B2.1 specifications.
Valves for higher pressure are available; consult factory for details

Materials

Component	Standard Material Combinations		
	Ductile Iron	Cast Steel	Bronze
Valve Body & Cover	1" - 36" 25 - 900 mm	1" - 16" 25 - 400 mm	1" - 16" 25 - 400 mm
Disc Retainer & Diaphragm Washer	Cast Iron	Cast Steel	Bronze
Trim: Disc Guide, Seat & Cover Bearing	Bronze is Standard Stainless Steel is Optional		
Disc	Buna-N® Rubber		
Diaphragm	Nylon Reinforced Buna-N® Rubber		
Stem, Nut & Spring	Stainless Steel		

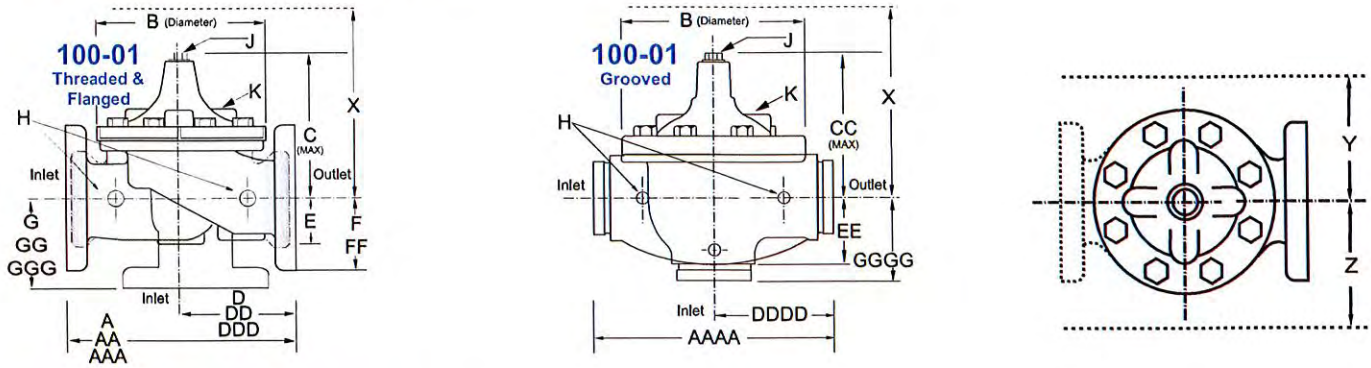
For material options not listed, consult factory.
 Cla-Val manufactures valves in more than 50 different alloys.



131 Series Dimensions (In Inches)

Valve Size (Inches)	1	1 1/4	1 1/2	2	2 1/2	3	4	6	8	10	12	14	16	18	20	24	30	36
A Threaded	7.25	7.25	7.25	9.38	11.00	12.50	—	—	—	—	—	—	—	—	—	—	—	—
AA 150 ANSI	—	—	8.50	9.38	11.00	12.00	15.00	20.00	25.38	29.75	34.00	39.00	41.38	46.00	52.00	61.50	63.00	72.75
AAA 300 ANSI	—	—	9.00	10.00	11.62	13.25	15.62	21.00	26.38	31.12	35.50	40.50	43.50	47.64	53.62	63.24	64.50	74.75
AAAA Grooved End	—	—	8.50	9.00	11.00	12.50	15.00	20.00	25.38	—	—	—	—	—	—	—	—	—
B Diameter	5.62	5.62	5.62	6.62	8.00	9.12	11.50	15.75	20.00	23.62	28.00	32.75	35.50	41.50	45.00	53.16	56.00	66.00
C Maximum	5.50	5.50	5.50	6.50	7.56	8.19	10.62	13.38	16.00	17.12	20.88	24.19	25.00	39.06	41.90	43.93	54.60	59.00
CC Maximum Grooved End	—	—	4.75	5.75	6.88	7.25	9.31	12.12	14.62	—	—	—	—	—	—	—	—	—
D Threaded	3.25	3.25	3.25	4.75	5.50	6.25	—	—	—	—	—	—	—	—	—	—	—	—
DD 150 ANSI	—	—	4.00	4.75	5.50	6.00	7.50	10.00	12.69	14.88	17.00	19.50	20.81	—	—	30.75	—	—
DDD 300 ANSI	—	—	4.25	5.00	5.88	6.38	7.88	10.50	13.25	15.56	17.75	20.25	21.62	—	—	31.62	—	—
DDDD Grooved End	—	—	—	4.75	—	6.00	7.50	—	—	—	—	—	—	—	—	—	—	—
E	1.12	1.12	1.12	1.50	1.69	2.06	3.19	4.31	5.31	9.25	10.75	12.62	15.50	12.95	15.00	17.75	21.31	24.56
EE Grooved End	—	—	2.00	2.50	2.88	3.12	4.25	6.00	7.56	—	—	—	—	—	—	—	—	—
F 150 ANSI	—	—	2.50	3.00	3.50	3.75	4.50	5.50	6.75	8.00	9.50	10.50	11.75	15.00	16.50	19.25	22.50	28.50
FF 300 ANSI	—	—	3.06	3.25	3.75	4.13	5.00	6.25	7.50	8.75	10.25	11.50	12.75	15.00	16.50	19.25	24.00	30.00
G Threaded	1.88	1.88	1.88	3.25	4.00	4.50	—	—	—	—	—	—	—	—	—	—	—	—
GG 150 ANSI	—	—	4.00	3.25	4.00	4.00	5.00	6.00	8.00	8.62	13.75	14.88	15.69	—	—	22.06	—	—
GGG 300 ANSI	—	—	4.25	3.50	4.31	4.38	5.31	6.50	8.50	9.31	14.50	15.62	16.50	—	—	22.90	—	—
GGGG Grooved End	—	—	—	3.25	—	4.25	5.00	—	—	—	—	—	—	—	—	—	—	—
H NPT Body Tapping	0.375	0.375	0.375	0.375	0.50	0.50	0.75	0.75	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	2.00	2.00
J NPT Cover Center Plug	0.25	0.25	0.25	0.50	0.50	0.50	0.75	0.75	1.00	1.00	1.25	1.50	2.00	1.00	1.00	1.00	2.00	2.00
K NPT Cover Tapping	0.375	0.375	0.375	0.375	0.50	0.50	0.75	0.75	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	2.00	2.00
Stem Travel	0.40	0.40	0.40	0.60	0.70	0.80	1.10	1.70	2.30	2.80	3.40	4.00	4.50	5.10	5.63	6.75	7.50	8.50
Approx. Ship Weight (lbs)	15	15	15	35	50	70	140	285	500	780	1165	1600	2265	2982	3900	6200	7703	11720
Approx. X Pilot System	11	11	11	13	14	15	17	29	31	33	36	40	40	43	47	68	79	85
Approx. Y Pilot System	9	9	9	9	10	11	12	20	22	24	26	29	30	32	34	39	40	45
Approx. Z Pilot System	9	9	9	9	10	11	12	20	22	24	26	29	30	32	34	39	42	47

131 Series Metric Dimensions (Uses 100-01 Hytrol Main Valve)



Model 131 Series Dimensions (In mm)

Valve Size (mm)	25	32	40	50	65	80	100	150	200	250	300	350	400	450	500	600	750	900
A Threaded	184	184	184	238	279	318	—	—	—	—	—	—	—	—	—	—	—	—
AA 150 ANSI	—	—	216	238	279	305	381	508	645	756	864	991	1051	1168	1321	1562	1600	1848
AAA 300 ANSI	—	—	229	254	295	337	397	533	670	790	902	1029	1105	1210	1326	1606	1638	1899
AAAA Grooved End	—	—	216	228	279	318	381	508	645	—	—	—	—	—	—	—	—	—
B Diameter	143	143	143	168	203	232	292	400	508	600	711	832	902	1054	1143	1350	1422	1676
C Maximum	140	140	140	165	192	208	270	340	406	435	530	614	635	992	1064	1116	1387	1499
CC Maximum Grooved End	—	—	120	146	175	184	236	308	371	—	—	—	—	—	—	—	—	—
D Threaded	83	83	83	121	140	159	—	—	—	—	—	—	—	—	—	—	—	—
DD 150 ANSI	—	—	102	121	140	152	191	254	322	378	432	495	528	—	—	781	—	—
DDD 300 ANSI	—	—	108	127	149	162	200	267	337	395	451	514	549	—	—	803	—	—
DDDD Grooved End	—	—	—	121	—	152	191	—	—	—	—	—	—	—	—	—	—	—
E	29	29	29	38	43	52	81	110	135	235	273	321	394	329	381	451	541	624
EE Grooved End	—	—	52	64	73	79	108	152	192	—	—	—	—	—	—	—	—	—
F 150 ANSI	—	—	64	76	89	95	114	140	171	203	241	267	298	381	419	489	572	724
FF 300 ANSI	—	—	78	83	95	105	127	159	191	222	260	292	324	381	419	489	610	762
G Threaded	48	48	48	83	102	114	—	—	—	—	—	—	—	—	—	—	—	—
GG 150 ANSI	—	—	102	83	102	102	127	152	203	219	349	378	399	—	—	560	—	—
GGG 300 ANSI	—	—	102	89	110	111	135	165	216	236	368	397	419	—	—	582	—	—
GGGG Grooved End	—	—	—	83	—	108	127	—	—	—	—	—	—	—	—	—	—	—
H NPT Body Tapping	0.375	0.375	0.375	0.375	0.50	0.50	0.75	0.75	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	2.00	2.00
J NPT Cover Center Plug	0.25	0.25	0.25	0.50	0.50	0.50	0.75	0.75	1.00	1.00	1.25	1.50	2.00	1.00	1.00	1.00	2.00	2.00
K NPT Cover Tapping	0.375	0.375	0.375	0.375	0.50	0.50	0.75	0.75	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	2.00	2.00
Stem Travel	10	10	10	15	18	20	28	43	58	71	86	102	114	130	143	171	190	216
Approx. Ship Weight (kgs)	7	7	7	16	23	32	64	129	227	354	528	726	1027	1353	1769	2812	3494	5316
Approx. X Pilot System	280	280	280	331	356	381	432	737	788	839	915	1016	1016	1093	1194	1728	2007	2159
Approx. Y Pilot System	229	229	229	229	254	280	305	508	559	610	661	737	762	813	864	991	1016	1143
Approx. Z Pilot System	229	229	229	229	254	280	305	508	559	610	661	737	762	813	864	991	1067	1194



Valve & Pilot Approvals

NSF/ANSI 372: National Lead Free Mandate "Reduction of Lead in Drinking Water Act"

NSF International recognizes Cla-Val as complying with NSF/ANSI 61 and all applicable requirements.

Cla-Val fulfills the requirements described in the American Water Works Association's (AWWA) Standard for Pilot-Operated Control Valves: C530:12

for applications requiring a reduced port valve, please refer to the 631 Series Engineering Data Sheet

131 Series (Uses 100-01 Hytrol Main Valve)

131 Series Valve Selection	100-01 Pattern: Globe (G), Angle (A), End Connections: Threaded (T), Grooved (GR), Flanged (F) Indicate Available Sizes																		
	Inches	1	1½	1½	2	2½	3	4	6	8	10	12	14	16	18	20	24	30	36
	mm	25	32	40	50	65	80	100	150	200	250	300	350	400	450	500	600	750	900
Basic Valve 100-01	Pattern	G, A	G, A	G, A	G, A	G, A	G, A	G, A	G, A	G, A	G, A	G, A	G, A	G, A	G	G	G, A	G	G
	End Detail	T	T	T, F, Gr*	T, F, Gr	T, F, Gr*	T, F, Gr	F, Gr	F, Gr*	F, Gr*	F	F	F	F	F	F	F	F	F
Suggested Flow (gpm)	Maximum	55	93	125	210	300	460	800	1800	3100	4900	7000	8400	11000	14000	17000	25000	42000	50000
	Maximum Intermittent	68	120	160	260	370	580	990	2250	3900	6150	8720	10540	13700	17500	21700	31300	48000	62500
	Minimum	1	1	1	1	2	2	4	10	15	35	50	70	95	120	150	275	450	650
Suggested Flow (Liters/Sec)	Maximum	3.5	6	8	13	19	29	50	113	195	309	442	530	694	883	1073	1577	2650	3150
	Maximum Intermittent	4.3	7.6	10	16	23	37	62	142	246	387	549	664	863	1104	1369	1972	3028	3940
	Minimum	.03	.03	.03	.06	.09	0.13	0.25	0.63	0.95	2.2	3.2	4.4	6.0	7.6	9.5	17.4	28.4	41.0

100-01 Series is the full internal port Hytrol.

For Lower Flows Consult Factory

*Globe Grooved Only

131 Series Pilot System Specifications

Temperature Range

Water: to 180°F

Rubber Parts:

Buna-N® Rubber Synthetic

Solenoid Control

Body:

Brass ASTM B283

Enclosure:

NEMA Type 1,2,3,3S,4,4X general purpose watertight*
NEMA Type 6,6P,7,9 Watertight Explosion-Proof available.

Please consult factory for pilot system adjustment ranges

Voltages:

110, 220, -50Hz Ac
24, 120, 240, 480 - 60Hz AC
6, 12, 24, 120, 240 - DC
Others available at extra cost

Max. operating pressure differential: 200 psi unless otherwise specified

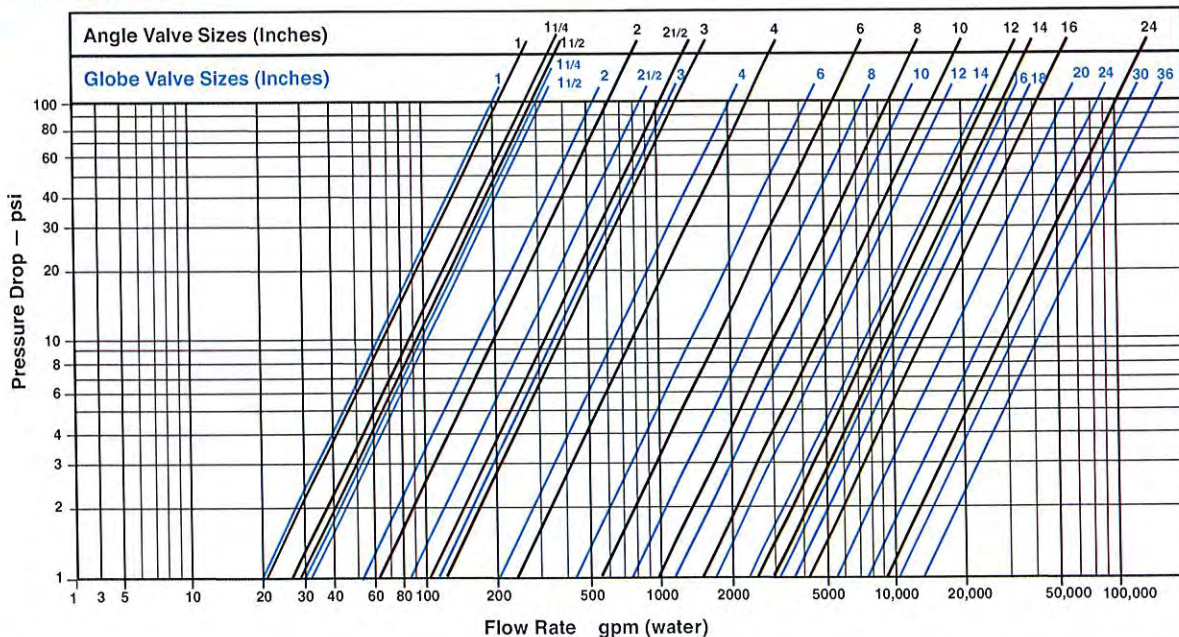
Coil:

Insulation molded Class	F
Watts AC	6
AC Volt Amps Inrush	30
AC Volt Amps Holding	16
Watts DC	10.6

When Ordering, Specify:

1. Catalog No. 131 Series
2. Valve Size
3. Pattern - Globe or Angle
4. Pressure Class
5. Threaded, Flanged or Grooved
6. Trim Material
7. Adjustment Range
8. Desired Options
9. When Vertically Installed

131 Series Flow Data



Ted Credle

Subject: FW: Singer Valve Pricing - FCX
Attachments: SCP-TP Brochure.pdf; SCP-TP Submittal Form.pdf; A-8452A3--2SC-PCO-C.PDF; Model X-156.pdf; SPI-MV-Product-Pages.pdf; IOM A-0985A-SPI-MV rev2.pdf

Dale,

The Singer valve will allow Smithfield to open/close the valve to a set percentage to control flow into the tank and measure/totalize the flow rate with a McCrometer insertion mag meter combined with the valve. The set point can be adjusted as necessary through SCADA and the Singer Control Panel. The Singer SCP-TP Control Panel is a complete panel.

IOM's are attached for your review

12" S106-2SC-PCO-C-X156 - \$ 10,444.45 ea. - 4-6 weeks ARO

Dual Solenoid Control Valve for two-way flow Lead Free Compliant Suitable for Use with Process Controller ANSI B16.42 Class 150# Flanged ASTM A536 Ductile Iron Globe Valve – 250psi MWP Model 106-PG Single Chamber, Diaphragm Actuated, Pilot Operated Full Port Globe Valve
NSF-61 Approved Fusion Bonded Epoxy Lined and Coated – 8-10mils DFT Average 316-SST Stem and Seat (Trim) Buna-N or EPDM Elastomers: Buna-N Diaphragm and Seals with EPDM Resilient Disc SST Hardware: Nuts, Bolts and Washers – Inside and Outside 2-Way NC-Normally Closed, Valve Opening and Closing Solenoid Pilots, 120VAC 60Hz Coil, Brass Body – NEMA 4X (150 psi Max) Solenoid Manual Bypass Ball Valves, Open and Closing Open and Closing Micrometer Speed Controls Model X-156 Position Transmitter (NR, Non-Rescaled) 4-20mA
(2) Check Valves
(3) Pilot Isolation Valves
Pilot Strainer, 40-Mesh SST Screen – SST Body 'Y' Type LF Copper Tubing & Brass Fittings Schematic A-8452A3

SPI Meter - \$ 6,208.33 ea.

Accurate Single Point Insertion flow metering, combined with control valve
Supplied with Flow Convertor with LCD display for totalized flow with 4-20mA output measurement or can be combined with PLC-based control panel for flow control applications
+/- 2% of rate accuracy, NIST traceable

SCP-TP - \$ 3,555.60 ea. - 4-6 weeks ARO

Single Process Control Panel
Compatibility with remote SCADA Modbus, Hardwired
4 to 20 mA or local set-point adjustment Simplified single loop process controller with P.I.D. implementation, ON/OFF or 4-20mA motor control Selectable input controls and output alarms IP 66, 67 NEMA 4X rated panel Color touch screen interface display Equipped with data logging features

Regards,

10,444.45
6,208.33
3,555.60

20,208.38



RICHARD POLK / Account Manager
e: rpolk@fcxperformance.com o: (704) 527-6920 ex. 2104 c: (919) 428-8684 f:
(614) 917-1697
10525-C Granite Street, Charlotte, NC 28273

View our linecard at: [FCx Charlotte NC linecard](#)

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SCP-TP Single-Process Control Panel



Quick configuration for any single process application

- Compatibility with remote SCADA Modbus, Hardwired 4 to 20 mA or local set-point adjustment
- Simplified single loop process controller with P.I.D. implementation, ON/OFF or 4-20mA motor control
- Selectable input controls and output alarms
- IP 66, 67 NEMA 4X rated panel
- Colour touch screen interface display
- Equipped with data logging features

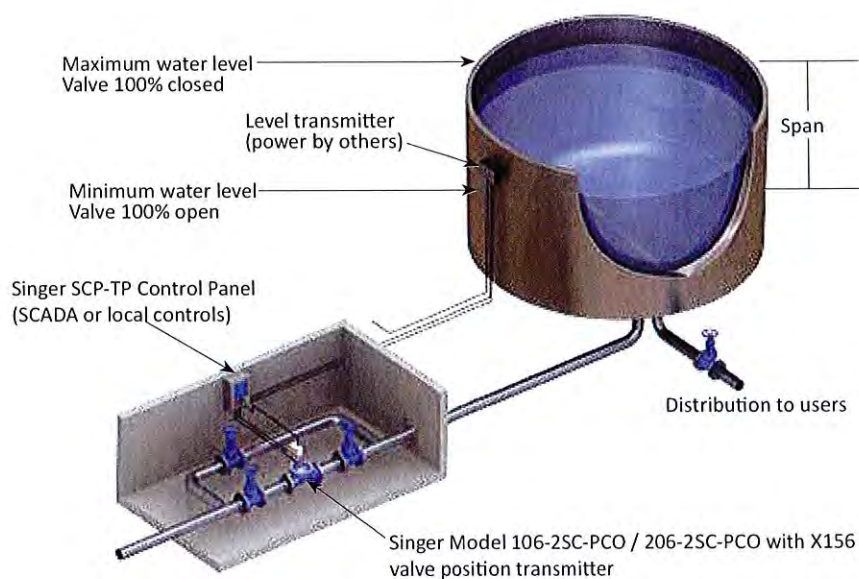


Product Overview

The SCP-TP Controller is a simplified process controller designed to complement the Dual Solenoid Control Valve. It offers quick and easy configuration for any single process application as well as on/off applications. The SCP-TP is also equipped to be configured to control the Singer 420DC Motor. Range of application is dependent on the process variable (feedback) transmitter used, which includes (but not limited to) common automatic control valve functions with conventional pilots. The SCP-TP Controller reads and compares the process feedback (process variable) 4 to 20 mA signal to the desired setting (set-point) 4 to 20 mA signal. The SCP-TP then accurately positions the valve to bring the process variable towards the set-point until they coincide. The SCP-TP is also equipped with data logging features that when enabled can log all sensor feedback and setpoint data with a time stamp.

Ideal for:

- Level control
- Pressure control
- Flow control
- Position control
- Data logging
- 420DC Control



SCP-TP

Single-Process Control Panel



Technical Specifications

Display:	Coloured Touch Screen Interface (standard) 3.5" TFT Transmissive Color, QVGA (320x240)
Input Power Supply:	120VAC, 60 Hz, Typical Load: 0.5A, Full Load: 5A Max 240VAC, 50 Hz, Typical Load: 0.3A, Full Load: 5A Max 24VDC, Typical Load: 1A, Full Load: 5A Max
Sensor DC Supply:	AC Model: 24VDC, 2.5A Max DC Model: Isolated 24VDC, 1A Max
Operating Ambient:	-10 to +60°C (14 to 140 °F)
Storage temperature:	-10 to +60°C
Relative Humidity:	5 to 90% RH non-condensing
Enclosure Material:	Polycarbonate (standard)
Enclosure Rating:	NEMA Type 4, 4X, 12, 13 IEC 60529, IP66, IP67
Safety standard:	UL 508A Industrial Control Panel
Installation Location:	not suitable for use in hazardous locations or for use with devices that are installed in hazardous locations
Atmospheres:	not suitable for use above 2000m or in explosive or corrosive atmospheres. Electrically conductive pollution must be excluded from the cabinet in which this controller is mounted
Digital Input Rating:	24VDC, 2.4mA Max
Alarm Output Rating: (Dry Contacts)	min: 24VDC, 1.5A Max max: 250VAC, 1.5A Max
Solenoid Relay Output Rating:	120VAC, 1A Max
(Solid State Relays)	240VAC, 1A Max 24VDC, 1.5A Max
Analog Inputs:	
Process Variable:	4-20mA. All configurable between limits
Remote Setpoint:	4-20mA. All configurable between limits
Analog output:	
Signal Type:	scaleable 4-20mA signal (non-isolated)
Retransmission Options:	Process variable, Setpoint, or 420DC Actuator Control Signal
Resolution:	12 bits
Clock Accuracy:	+/- 1 minute/month at 25°C
Datalogging:	Yes, adjustable sampling frequency up to 1 sample/sec
Removable Media:	MicroSD card (not included) Capacity limited to 32GB
Communication:	Modbus over Ethernet Modbus over Serial
Dimensions:	
Polycarbonate Enclosure:	11.34"(288mm) Length x 11.34" (288mm) Width x 6.81" (173mm) Height



MODEL NUMBER:

SINGER MODEL SCP-TP
SINGLE PROCESS MULTI-APPLICATION CONTROLLER
IOM: A-9124AX

SCP - TP - ____ - ____

SELECTION AND CONFIGURATION

SCP-TP- XX- XXXX

FRONT DOOR
CD - CLEAR DOOR
OD - OPAQUE DOOR

SUPPLY VOLTAGE
120AC - 120VAC, 60 Hz
240AC - 240VAC, 50 Hz
24DC - 24VDC

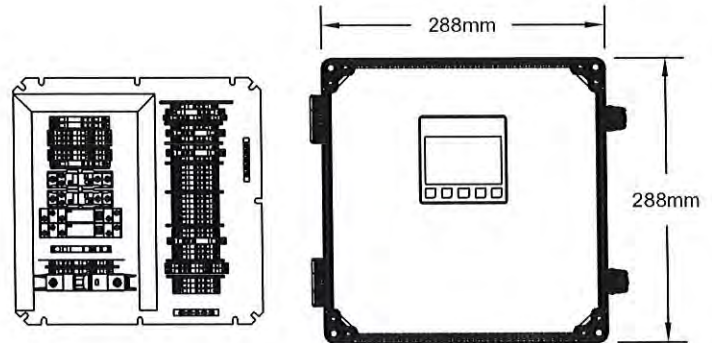
APPLICATION:

- 1 MODULATING PROCESS CONTROL
- 2 ON/OFF CONTROL
- 3 MOTORIZED PILOT ACTUATOR CONTROL

PROCESS:

- 1 VALVE POSITION
- 2 FLOW
- 3 LEVEL
- 4 DOWNSTREAM PRESSURE
- 5 UPSTREAM PRESSURE

- TRANSMITTER RANGE: _____
- REMOTE SETPOINT RANGE: _____



TOUCHSCREEN INSTALLED ON AN INTERNAL DOOR

ENCLOSURE STANDARD SPECIFICATION:

MATERIAL: POLYCARBONATE
ENVIRONMENTAL RATING: NEMA TYPE 4,4X,12,13
IEC 60529, IP66, IP67
DIMENSIONS: 11.34"(288mm) x 11.34"(288mm) x 6.81" (173mm)

ALARM/RELAY OUTPUT: (SELECT TWO FUNCTIONS)

- 1 SENSOR BREAK
- 2 MANUAL MODE
- 3 REMOTE SP SELECT
- 4 POSITIONING ALARM
- 5 MODBUS TOGGLE
- 6 STRAINER FLUSH

MODBUS COMMUNICATION:

- 1 ENABLE
- 2 MODBUS RANGE: _____
- A. SERIAL
- B. ETHERNET

ADDITIONAL NOTES:

This quotation/submittal is for valve(s) described above and reflects our understanding of functions required. We assume no responsibility for meeting all stated or implied requirements beyond functions listed above. If above does not adequately describe functions/operation of above products, please ask for a more comprehensive description and mention areas where above description is deficient.

SINGER MODEL 106/206-2SC-PCO-C

Dual Solenoid Operated Control Valve with Check Function

Schematic A-8452A3

DESCRIPTION:

Model 106/206-2SC-PCO-C is a valve positioned by intermittent operation of two solenoid valves. Its primary design is for operation by a programmable process controller. The process controller is not included with the standard valve.

The valve will prevent reverse flow.

DESCRIPTION OF OPERATION

Main Valve (1) closes when the inlet pressure is directed to the bonnet (above the diaphragm) and opens when the bonnet is vented to the downstream. Refer to 106/206 PG "Description of Operation".

Solenoid Valve (5) is normally open, Solenoid Valve (6) is normally closed. When both solenoids are de-energized, the Main Valve closes. Energizing Solenoid Valve (5) causes the Main Valve to remain in position. Energizing Solenoid Valves (5) and (6) opens the valve.

Solenoid Valves (5) and (6) are normally equipped with 120 VAC coils. 12 or 24 Volt DC coils are available.

MANUAL-BY-PASS

The pilot system is equipped with By-pass valves to allow the Main Valve to be opened or closed without electricity. To open the Main Valve manually, By-pass valve (8) should be opened while By-pass valve (7) is closed. Reversing this operation will close the Main Valve.

INSTALLATION:

1. Refer to 106/206-PG Instructions.
2. Check solenoid coils for correct voltage and operation.
3. Wire the solenoids to the controller as required.

SERVICE SUGGESTIONS:

See service suggestions for 106/206-PG Main Valve and Solenoid Valve.

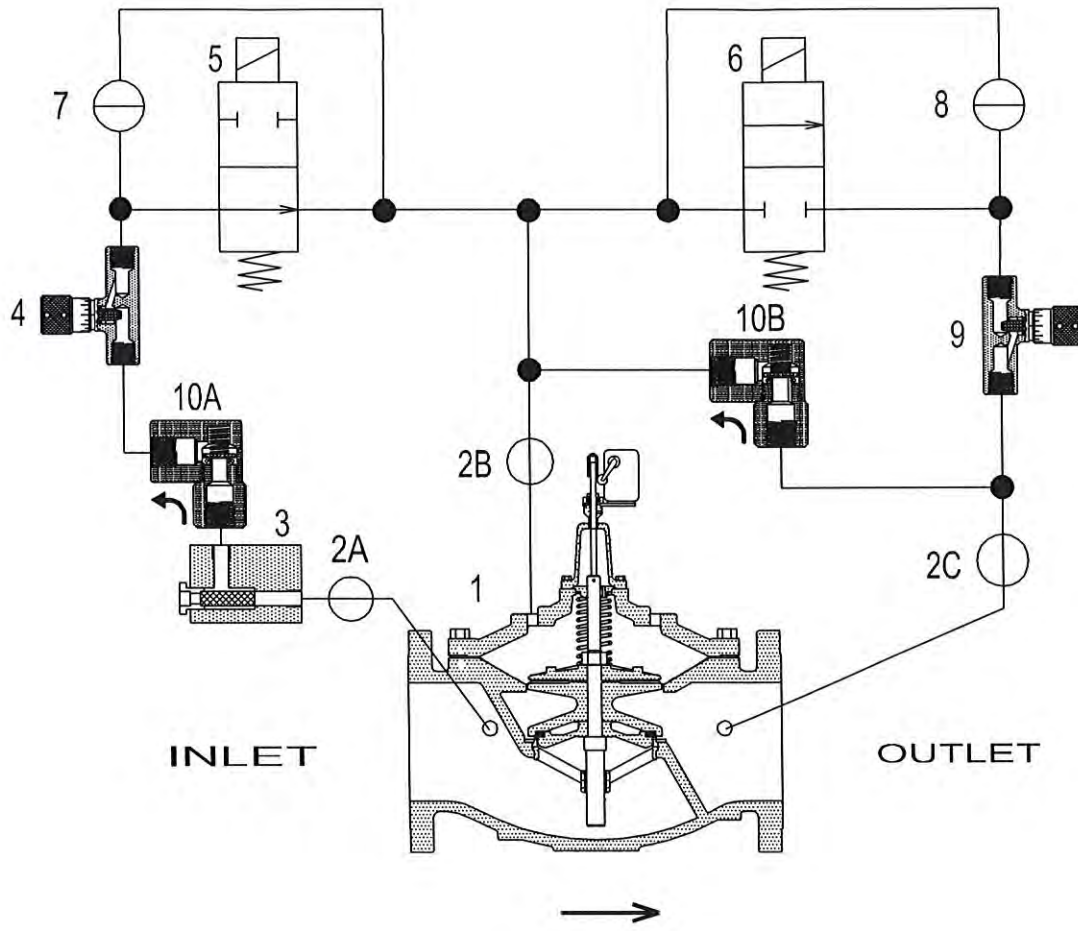
Never energize a solenoid coil when the coil is removed from the solenoid valve.

If Main Valve (1) fails to close, the inlet pressure is not connected to the bonnet because:

- Isolating Valve (2A) or (2B) is closed.
- Strainer (3) is plugged.
- Closing Speed Control (4) is closed.
- Solenoid Valve (5) is energized or faulty.
- Main Valve diaphragm is ruptured.
- Obstruction in the Main Valve is preventing closure.

If Main Valve (1) does not open, pressure is not being relieved from the bonnet because:

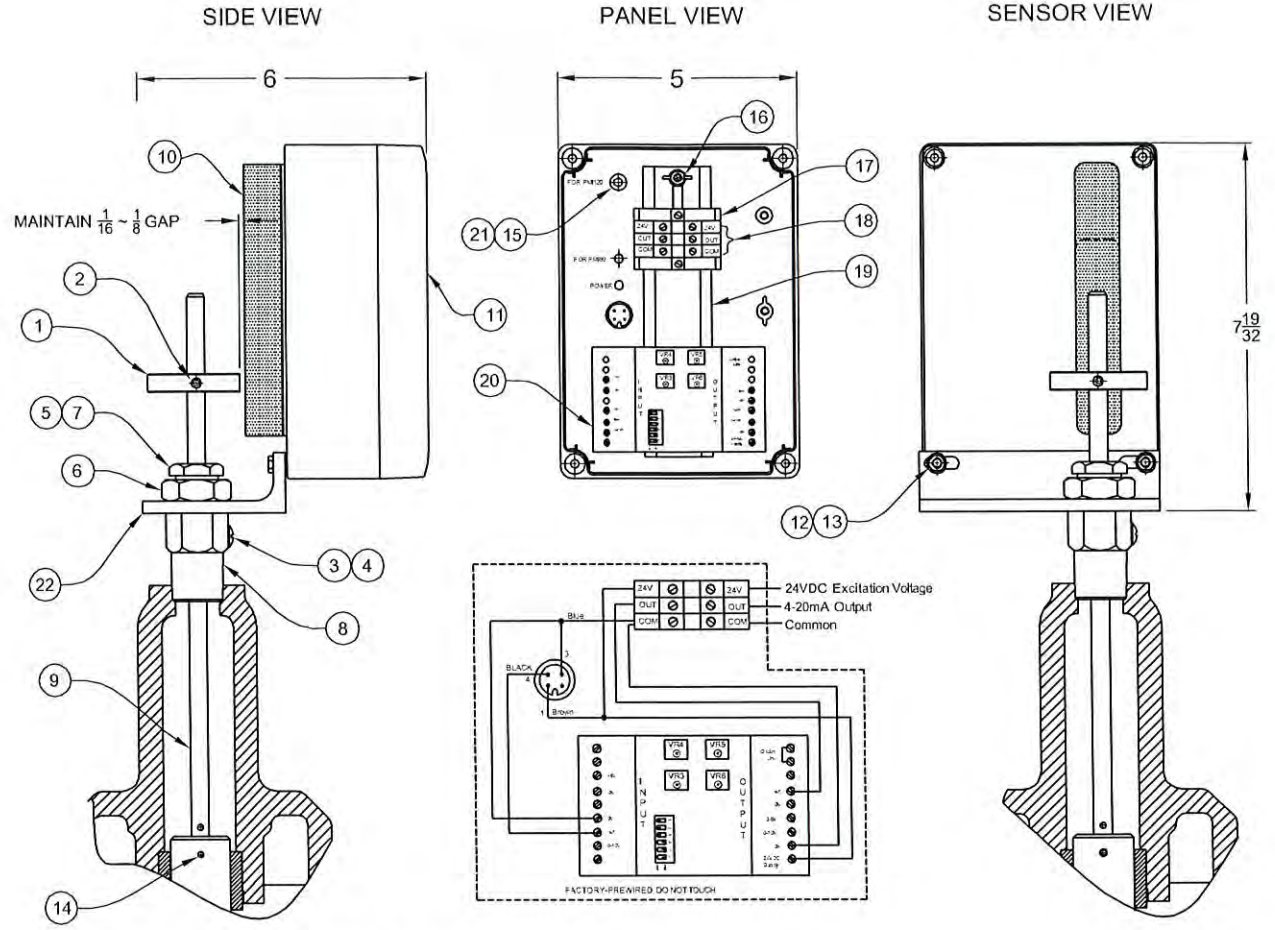
- Solenoid Valve (6) is not energized or is faulty.
- Opening Speed Control (9) is closed.
- Isolating Valve (2B) or (2C) is closed.
- Insufficient pressure drop available for the Main Valve.



1. Main Valve - Model 106/206-PG c/w X129 Limit Switch Assy.
2. Isolating Valves - A,B,C - J0044A.
3. Strainer - 40 mesh - J0098A .
4. Closing Speed Control - Model J0074A.
5. Solenoid Valve - Model 8262G, NO, 120VAC - CLOSING.
6. Solenoid Valve - Model 8262G, NC, 120VAC - OPENING.
7. By-pass Valve - Closing - J0044A.
8. By-pass Valve - Opening - J0044A.
9. Opening Speed Control - Model J0074A.
10. Check Valve - Model 10.

Dual Solenoid Control Valve
with Check Feature.

 SINGER VALVE <i>Result-Based Solutions. Globally.</i>	
www.singervalve.com 12850-87th Avenue, Surrey, B.C. V3W 3H9	
Drawn By: Scott Grover	Approved By: Kari Oksanen
Date: July 6, 2000	Drawing: A-8452A3
106/206-2SC-PCO-C	



ITEM	PART NAME	MATERIAL
1.	Target	Stainless Steel
2.	Set Screw	Stainless Steel
3.	Bleed Screw	Stainless Steel
4.	Bleed Screw Seal	Stainless Steel
5.	Seal Bushing	Delrin
6.	Jam Nut	Brass
7.	Stem Seals	Buna (2)
8.	Adaptor	Brass
9.	Actuator Stem	Stainless Steel
10.	Position Sensor	P+F PMI120(PMI80)-F90-IU-V1
11.	Electronic Enclosure	Hoffman Q-18138PCE Polycarbonate Plastic
12.	Mounting Bolt	10-32UNF x 1" Lg. Socket Head Screws (2)
13.	Mounting Locknut	10-32UNF Locknut With 1/4" Washers (2)
14.	Retaining Pin	Stainless Steel
15.	Sensor Screws	M5 x 12mm, Socket Head Screws (2)
16.	DIN Rail Screws	#8 x 3/8" lg. Sheet Metal Screws (2)
17.	End Clamps	Weiland 9708/S35 (2)
18.	Terminal blocks	Phoenix-Contact UK5N (3)
19.	DIN Rail	35mm DIN Rail, 6" long
20.	Re-Scaler	Titan IO/RSM/I Re-Scaler
21.	Thread Seal	Spaer-Naur 679-805 (2)
22.	Mounting Bracket	Ductile Iron Epoxy Coated

SPECIFICATIONS:

Supply Voltage: 24VDC
 Analog Output: 4-20mA

Max. Analog
 Load Impedance: 400 ohm for 4-20mA output
 Discrete Outputs: Optional, 2 NPN normally open, for 0-100mA load current (Not shown)

Resolution: 0.125mm (0.005")
 Repeatability: +/- 0.2mm (0.008")
 Protection: NEMA 4, 4X, 6

Assembly shown with valve-mounted electronic enclosure. Electronic enclosure can be mounted separately as an option, with 2m cable supplied between sensor and the electronic enclosure.

USED FOR 16" S106 (24" S206) & SMALLER VALVES ONLY



www.singervalve.com 12850-87th Avenue, Surrey, B.C. V3W 3H9

Drawn By: Eugene Bahia	Approved By:
Date: August 2006	Drawing: A0922A
X156 Linear Inductive Position Transmitter Assy.	

SINGER MODEL X156 LINEAR INDUCTIVE POSITION TRANSMITTER

Drawing A0992A

Description:

Model X156 position transmitter provides an analog (4 - 20 mA) signal of the valve position. It requires a 24VDC power supply.

Wiring:

See figure 1. The signal from the position-sensing unit is converted to a 3-wire transmitter 4 to 20mA current output. Maximum load resistance, including wiring shall be no more than 400Ω.

Adjusting Procedure:

Model X156 position transmitter when supplied and factory-installed on a valve, is factory-calibrated for 4.00 @ fully closed and 20.00mA @ fully open position. There should be no further calibration required.

If field calibration is required because of resilient disc compression or wear, or the X156 position transmitter supplied as a retrofit assembly to an existing valve, follow the procedures below.

1. Remove the electronic enclosure (11) cover using flat head or Philips screwdriver on four corners.
2. Connect a '+ 24VDC' excitation voltage to terminal **24V**, and '-' to terminal **COM**

3. Connect ammeter across terminals **mA (+)** and **COM (-)**.
4. Close the main valve fully. Refer to the IOM manual supplied with the valve for procedure. When the valve is fully closed, the 4mA line inscribed on the sensor (10) should be approximately in the middle of the stainless steel target (1). See figure 2 below.
5. Adjust the START trimmer **VR4** (see figure 1) to generate 4 mA signal at this position. Turn screw *SLOWLY* clockwise to increase output, counterclockwise to decrease.
6. Open the main valve fully. Refer to the IOM manual supplied with the valve for procedure. Please note that the stainless steel target (1) may not go all the way to the 20mA line inscribed on the sensor, depending on valve size used.
7. Adjust the END trimmer **VR6** (see figure 1) until output is 20 mA. Turn screw *counterclockwise* to increase output, *clockwise* to decrease output.
8. Return valve to fully closed position and check that 4 mA signal is generated. Adjust trimmer **VR4** if necessary.
9. Return valve to fully open position and check that 20 mA is generated. Adjust trimmer **VR6** if necessary.

FIGURE 1

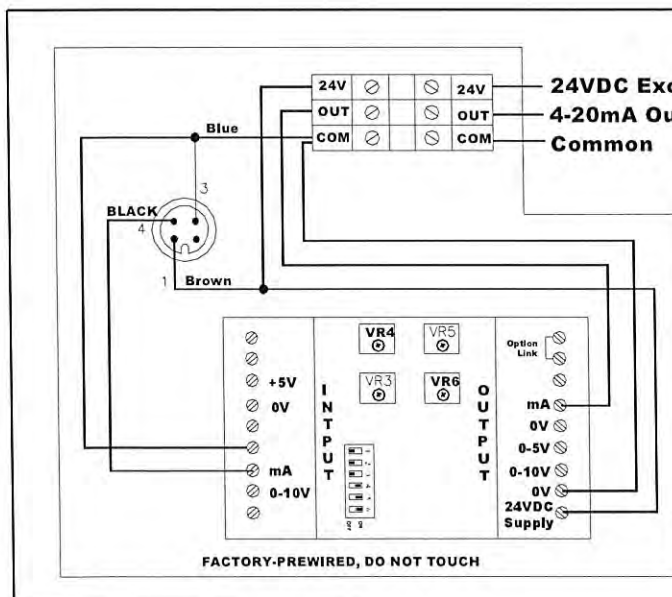
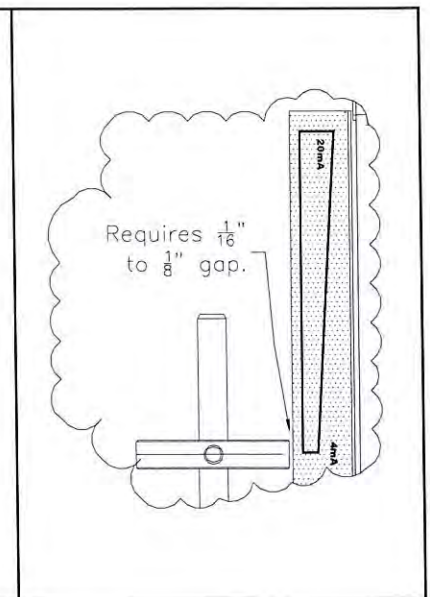


FIGURE 2



Model 106-()-SPI-MV Single Point Insertion Flow Metering Valve



106-SPI-MV

KEY FEATURES

- Accurate flow metering, combined with control valve to save space/cost
- Supplied with Flow Converter for local display with 4-20mA output measurement or can be combined with PLC-based control panel for flow control applications
- +/- 2% of rate accuracy, NIST traceable

Product Overview

The Singer Model 106-SPI-MV is a Single Point Insertion Electromagnetic Flow Meter, installed and calibrated in conjunction with a Singer Valve to provide an accurate flow rate that can be utilized with the metering valve as a stand alone option or built into a 106-2SC-PCO pilot system to provide complete flow-based valve control.

The sensor is available for one-inch taps, depending upon valve size and application.

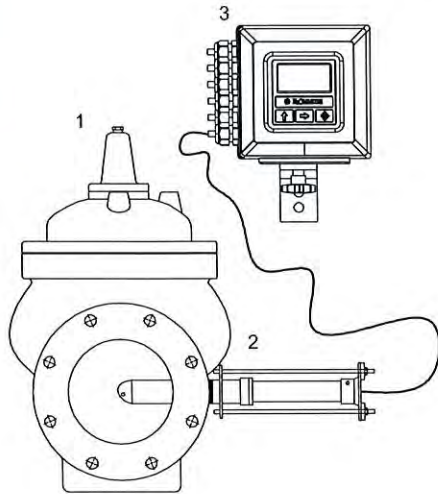
The compact insertion design fits in confined spaces and offers complete accessibility. The flow meter can be removed for easy inspection, cleaning, calibrating or verification.

This cost effective flow meter option is available for valve sizes from 4" (100mm) to 36" (900mm) inches. The flow sensor comes pre-calibrated from McCrometer's NIST traceable Calibration Lab and requires no recalibration in the field. With no moving parts and a single-piece design, the SPI Mag's sensor contains nothing to wear or break, and it is generally immune to clogging by sand, grit or other debris.

The 106-SPI-MV Mag is profiled for the valve body, further enhancing its measurement accuracy by allowing precise determination of mean velocities.

Model 106-()-SPI-MV Single Point Insertion Flow Metering Valve

Schematic Drawing



1. Main Valve - Model 106-PG
2. Model SPI - Single Point Insertion Meter
3. Local Converter - Flow Indicating Transmitter

Note: Local IP67 Converter is standard.

Optional enclosures are:

- Stainless Steel IP66 - NEMA 4 - Panel Mounted (optional)
- Fibreglass NEMA 4X - Panel Mounted (optional)
- SS IP66 - NEMA 4X - Panel Mounted (optional)
- Polycarbonate IP67 NEMA 6 - Panel Mounted (optional)

Standard Materials

Standard materials for converter enclosures are:

- IP67 Die cast aluminum - Local
- SS IP66 - NEMA 4 - Panel Mounted (optional)
- Fibreglass NEMA 4X - Panel Mounted (optional)
- Polycarbonate IP67 NEMA 6 - Panel Mounted (optional)

Selection Summary

1. Allow 3 pipe diameters minimum upstream of sensor
2. These units can be installed with Singer AC (Anti-Cav) cages
3. Sensor can be installed on either side of valve - inlet only

Model 106-()-SPI-MV Single Point Insertion Flow Metering Valve

Specifications

- The valve shall be installed with a 1" (25mm) Single Point Insertion Magnetic Flow Meter in one of the inlet body tapings.
- Unit will be factory installed and programmed with correlative factors for Main Valve body flow profile.
- The flow meter shall consist of two components: an electromagnetic sensor and a converter.
- The 1" (25mm) electromagnetic sensor shall be capable of operating in valves from 4" (100mm) to 36" (900mm).
- The flow meter shall determine the volumetric flow rate by means of the Continuity Equation where flow rate "Q" equals mean velocity "V" times cross sectional area "A" ($Q = V \times A$). The velocity measurement must be taken at a known location, then, through empirically established equations, the sensed velocity will be converted to a mean velocity.
- The flow meter converter shall be microprocessor based with a keypad for instrument set up and LCD displays for totalized flow, flow rate engineering units and velocity. The converter shall power the flow-sensing element and provide a galvanically isolated Dual 4-20mA output.
- It shall be possible, in the test mode; to easily set the converter outputs to any desired value within the range. The 4-20mA scaling, time constants, pipe size, flow proportional output, engineering units and test mode values shall be easily set via the keypad and display.
- Four separate fully programmable alarm outputs shall be provided to indicate empty pipe, forward/reverse, polarity (normally open/close), analog over-range, fault conditions, high/low flow rates, percentage of range, and pulse cutoff. The converter shall periodically perform self-diagnostics and display any resulting error messages. All set up data and totalizer values may be protected by a password.
- The flow-sensing element shall be of an electromagnetic single point type design and factory calibrated to traceable standards, such as NIST. The sensor shall be made of a polyurethane with pure carbon electrodes exposed to flow.
- To eliminate erroneous readings due to pipe wall effects, the sensor must have its electrodes located at least 3/16" from pipe wall and be designed with a curved tip shape, so as not to collect debris while in the operating position. Flat tipped or Doppler sensors shall not be acceptable.
- The sensor cable is 20 feet (6m) of multi-conductor, abrasive resistant, PVC jacketed submersible cable flexible to -400F/C. The sensor cable shall be permanently bonded to the sensor. Additional sensor cable, up to 200 feet (61m), shall be available as an option.
- The insertion tube and restraining rods assembly shall be provided for the smooth installation and operation of the velocity sensor. The stainless steel insertion tube shall be rated for 250 PSI (1,724 Kpa) @ 1600 F (710C).
- Hardware must allow sensor to be secured by bolts when sensor is being inserted and retracted. A stainless steel compression seal assembly shall also be supplied.
- No flow meters with accuracies expressed as a percentage of full scale will be accepted and flow meter must be NIST Traceable.

Model 106-()-SPI-MV

Single Point Insertion Flow Metering Valve

Ordering Instructions

At the time of ordering, please be prepared to provide the following information:

- Valve size
- Pressure
- Minimum flow
- Fluid
- Cable length
- Temperature

106-SPI-MV	Flow Capacity (See 106-PG in Main Valve section for other valve data)									
	4 in	6 in	8 in	10 in	12 in	16 in	20 in	24 in	28 in	36 in
Size (inches)										
Size (mm)	100 mm	150 mm	200 mm	250 mm	300 mm	400 mm	500 mm	600 mm	700 mm	900 mm
Minimum (USGPM) Flat Diaphragm	10	20	40	-	-	-	-	-	-	-
Minimum (USGPM) Rolling Diaphragm	-	0.5	1	3	3	3	10	10	10	20
Minimum (L/s) Flat Diaphragm	0.6	-	-	-	-	-	-	-	-	-
Minimum (L/s) Rolling Diaphragm	-	0.03	0.06	0.2	0.2	0.2	0.6	0.6	0.6	1.3
Maximum Continuous (USGPM)	800	1,800	3,100	4,900	7,000	11,000	17,500	25,000	33,600	55,470
Maximum Continuous (L/s)	50	114	196	309	442	694	1,104	1,577	2,120	3,500



Request for City Council Action

Business **Resolution**
Agenda **for Project**
Item: **Application**
Date: 09/05/2017

Subject: Resolution to be Included in State Funding Application

Department: Public Utilities

Presented by: Ted Credle

Presentation: Yes

Issue Statement

The approval of the attached resolution is required as part of the funding application to the state.

Financial Impact

None – This resolution does not cost the Town any funds

Action Needed

Approve the attached resolution

Recommendation

Staff recommends the approval of the attached resolution

Approved: City Manager City Attorney

Attachments:

1. Staff Report
2. Resolution # 611 (16-2017)



Staff Report

**Business Resolution
Agenda for Project
Item: Application**

The Town will be seeking funding from the NCDEQ Department of Water Infrastructure (DWI) to pursue the expansion of the Town Water Plant. Funds may take the form of grants, loans, or a combination of both. The deadline for the next round of funding applications is September 29, 2017.

Part of the application is a resolution from the governing body, indicating awareness of the proposed project and support for the funding application. This resolution will be included in the funding application package.

If the Council chooses not to approve this resolution, the deadline for the next round of funding will be in April of 2018.

RESOLUTION # 611(16-2017)
BY TOWN COUNCIL OF THE TOWN OF SMITHFIELD
APPROVING FUNDING APPLICATION

WHEREAS, The Federal Clean Water Act Amendments of 1987 and the North Carolina the Water Infrastructure Act of 2005 (NCGS 159G) have authorized the making of loans and grants to aid eligible units of government in financing the cost of construction of collection system, stream restoration, stormwater treatment, drinking water treatment works, and/or drinking water distribution system or other “green” project), and

WHEREAS, The Town of Smithfield has need for and intends to construct an expansion to the existing drinking water treatment works to expand capacity of the plant. Work includes installation of new process units, upgrade of existing process units and other work, as applicable, for the new capacity.

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

That Mayor M. Andy Moore, the **Authorized Official**, 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 construction of the project described above.

That the **Authorized Official**, 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, and ordinances applicable to the project and to Federal and State grants and loans pertaining thereto.

Adopted this the 5th day of September, 2017 in Smithfield, North Carolina.

M. Andy Moore, Mayor

Date

CERTIFICATION BY RECORDING OFFICER

The undersigned duly qualified and acting Town Clerk of the Town of Smithfield does hereby certify: That the above/attached resolution is a true and correct copy of the resolution authorizing the filing of an application with the State of North Carolina, as regularly adopted at a legally convened meeting of the (name of governing body of applicant) duly held on the _____ day of _____, 20____; and, further, that such resolution has been fully recorded in the journal of proceedings and records in my office. IN WITNESS WHEREOF, I have hereunto set my hand this _____ day of _____, 20_____.

Shannan L. Williams, Town Clerk



Request for City Council Action

Business **Rate**
Agenda **Stabilization**
Item: **Reserve**
Date: 09/05/2017

Subject: Rate Stabilization Reserves
Department: Finance
Presented by: Greg Siler/ Michael Scott
Presentation: Business

Issue Statement – At the request of Council, staff was requested to explore establishing a special fund to build up reserves to ease the impact of future or projected increases in energy cost.

Financial Impact – Money allocated from existing revenues to rate stabilization fund to lessen future rate increases to consumers.

Action Needed – Approve rate Stabilization Fund as described.

Recommendation – Approve Rate Stabilization Fund consistent with staff report and presentation.

Approved: City Manager City Attorney

Attachments:

1. Staff Report
2. NCGS 159B-39(b)(6) Permitted Uses
3. NCEMPA Wholesale Power Service Rate Changes



Staff Report

**Business Rate
Agenda Stabilization
Item: Reserve**

Rate Stabilization Funds are permitted under North Carolina General Statute 159B-39 (copy attached), specifically section 159B-39(b)(6).

A recent rate study concluded that the Town of Smithfield had the capacity to reduce electric rates. At the recommendation of the Manager, Council approved an average 4.5 percent rate reduction, **equal to the Town's Wholesale rate reduction from Electricities.** Depending on future capital planning and cost, staff believes an additional 2.5 percent (\$362,500) could be placed in reserves annually to offset or delay future rate increases.

Electricities, the provider of wholesale energy to the Town, in their February 24, 2017, memorandum has projected an increase in energy cost of three (3) percent in both 2020 and 2021. Based on 12 months of wholesale electric cost, a three (3) percent increase would be \$323,163 in 2020 and \$332,858 in 2021.

If approved, Management recommends that the electric fund maintains a minimum fund balance of 50 percent for any unforeseen events. Money will be budgeted annually by placing proposed rate stabilization funds into the contingency line item. Following the annual audit each year, unspent money from contingency, up to \$362,500, will be moved into the rate stabilization fund via a budget amendment approved by Council.

§ 159B-39. Permitted uses of revenue from electric power rates.

(a) A municipality as authorized in this Chapter shall use revenue derived from rates for electric service to (i) pay the direct and indirect costs of operating the electric system and (ii) transfer to other funds of the municipality a sum that reflects a rate of return on the investment in the electric system to the extent allowed in subsection (c) of this section. Any remaining revenue shall be used to produce lower rates on electric service within the area served by the municipal electric system and to make additional debt service payments on bonds or other indebtedness incurred by the municipality to finance improvements to the electric system. A municipality shall not otherwise transfer revenue from an electric utility fund to any other fund of the municipality for any other purpose not explicitly authorized by law.

(b) The direct and indirect costs of operating the electric system include all of the following:

- (1) Debt service payments on indebtedness incurred for the electric system or secured by revenues of the electric system.
- (2) Capital improvements or equipment for the electric system.
- (3) Payments for the cost of power purchased under contractual arrangements.
- (4) Debt service, maintenance, renewal, and replacement or other reserves required by legal documents entered into by the municipality in connection with the issuance of bonds or other indebtedness for the electric system.
- (5) Reserves deemed necessary by the governing body of the municipality to assure that funds are available to maintain the financial and operational integrity of the electric system.
- (6) Maintaining a rate stabilization fund to minimize the impact of periodic rate changes that would otherwise be required to reflect changes in costs of operations and demand for electric service.
- (7) Making payments in lieu of taxes to other governmental units to reflect property taxes that would have been collected by the other governmental unit if the municipality were not the owner of the electric system.
- (8) Making transfers to the general fund or other funds of the municipality to reimburse the general fund or other funds for costs paid from the fund that are reasonably allocable to the electric system.

(c) The total amount transferred to other funds of the municipality authorized as a rate of return on the investment of the municipality in the electric system shall be calculated using amounts reported in the municipality's audited financial statements for the preceding fiscal year. The amount transferred may be less than the following, but in no event may the amount transferred exceed the greater of the following:

- (1) Three percent (3%) of the gross capital assets of the electric system at the end of the preceding fiscal year.
- (2) Five percent (5%) of the gross annual revenues of the electric system for the preceding fiscal year.

(d) The restrictions in this section shall not apply to any action required to be taken for a municipality by the Local Government Commission in accordance with G.S. 159-181(c).

(e) This section applies only to the following cities and towns that are members of the North Carolina Eastern Municipal Power Agency: Apex, Ayden, Belhaven, Benson, Clayton, Edenton, Elizabeth City, Farmville, Fremont, Greenville, Hamilton, Hertford, Hobgood, Hookerton, Kinston, LaGrange, Laurinburg, Louisburg, Lumberton, New Bern, Pikeville, Red Springs, Robersonville, Rocky Mount, Scotland Neck, Selma, Smithfield, Southport, Tarboro, Wake Forest, Washington, and Wilson. (2011-129, ss. 1, 2; 2012-181, ss. 1, 2.)

**North Carolina Eastern Municipal Power Agency
Wholesale Power Service Rate Changes
Approved by the Electricities Board of Directors on February 24, 2017**

The Board of Directors adopted, at its meeting on February 24, 2017, the following changes to NCEMPA's wholesale power service rates based on the recommendations of the NCEMPA Rate Committee and the NCEMPA Board of Commissioners.

SUMMARY OF WHOLESALE POWER SERVICE RATE CHANGES:

1. A 4.5% reduction to Full Requirements rate effective April 1, 2017 through Full Requirements Bulk Power Supply Schedule FR-2;
2. A revision of Rider No. 7 to Rider No. 7A, Power Agency Services, effective April 1, 2017;
3. The implementation of Rider No. 7B, Renewable Energy and Energy Efficiency Portfolio Standards ("REPS") Charge, effective April 1, 2017.

Each item is described in more detail below:

4.5% FULL REQUIREMENTS RATE REDUCTION

The Rate Committee met on January 18, 2017 to review the updated five-year cost projections for NCEMPA that reflect lower energy rates from Duke Energy Progress (DEP) resulting from lower fuel costs on the DEP system. Due to the net effect of the updated cost projections and in light of current working capital levels, the Rate Committee recommends a 4.5% rate reduction effective April 1, 2017. This rate reduction is expected to reduce working capital levels over the next few years, but not drop below the target level. Beyond 2017, the rate path includes projected 3.0% rate increases in both 2020 and 2021 to re-align rate levels with costs and maintain target working capital levels.

RIDER NO. 7A, POWER AGENCY SERVICES CHARGE; AND

RIDER NO. 7B, RENEWABLE ENERGY AND ENERGY EFFICIENCY PORTFOLIO STANDARDS

Since July, 2015, Rider No. 7 (Power Agency Services Charge) included costs associated with Power Agency Services and compliance with REPS. The Rate Committee recommends breaking Rider No. 7 into two components: Rider No. 7A (Power Agency Services Charge), and Rider No. 7B (Renewable Energy and Energy Efficiency Portfolio Standards) to provide greater transparency of both costs. The total charges collected under Rider No. 7A and 7B is consistent with the total charges recovered under original Rider No. 7.



Request for City Council Action

**Business
Agenda
Item:** **Miracle
League
Field
Surfacing**
Date: 09/05/2017

Subject: Surfacing for Miracle League Field
Department: Parks and Recreation
Presented by: Gary Johnson
Presentation: Gary Johnson and Bill Dreitzler

Issue Statement:

The Parks and Recreation Department solicited and received bids for the Poured in Place Surfacing for the Miracle League Field. 2 Bids were received. Barrs Recreation from Cary provided the lowest bid. Their surface was approved by the Partnership to Build a Miracle Project Committee. The amount of the bid was \$ 94,466.00.

Financial Impact:

The funding for the Miracle League Field is covered in the Partnership to Build a Miracle Project and has been appropriated for this purpose. There are no additional budget impacts.

Action Needed:

Authorize the Parks and Recreation Department to enter into an agreement with Barrs Recreation to provide the materials and install the surfacing for the Miracle League Field.

Recommendation:

Authorize the Parks and Recreation Department to enter into an agreement with Barrs Recreation to provide the materials and install the surfacing for the Miracle League Field.

Approved: City Manager City Attorney

Attachments:

1. Staff Report
2. Bid – Barrs Recreation, LLC.
3. Bid – Surface America



**Business
Agenda
Item: Miracle
 League
 Field
 Surfacing**

The purpose of the Miracle League Field is to provide a safe, accessible environment for all kids to participate in the game of baseball including those that are physically and mentally disabled. The surface of the field is a poured in place rubber surface that is wheel chair, walker and crutch accessible and provides a cushioned base that helps prevent injuries due to falls. There are no trip hazards as the bases, pitchers rubber, and home plate are painted onto the surface.

As this is a specialized area, there are not many companies that provide this type of surface product. Solicitations for were sent out and 2 were received with Barrs Recreation being the lowest bidder with a quote of \$ 94,466.00

Barrs Recreation	\$ 6.34 / sf	\$ 94,466.00
Surface America	\$ 7.20 / sf	\$ 111,909.60



BARRS RECREATION, LLC
9521 LUMLEY ROAD
SUITE A
MORRISVILLE. NC 27560

QUOTATION

Date	Estimate #
8/24/2017	113426

Name / Address
Smithfield Parks & Recreation 600 E Booker Dairy Rd Smithfield, NC 27577

Rep	Project
CMB	

Description	Qty	U/M	Rate	Total
PIP Wear Coat Surface for Miracle Field 75/25 Color/Black - with field design per specs, asphalt already in place Dimensions: 10,568 sq. feet = playing field 14,900 sq. feet = field including dugouts and foul areas Baselines 50 ft. Home Plate line to fence at center field 115 ft. Or 125 ft. Baseline to dugout 21 ft. Pitcher's mound to home plate 33 ft.	14,900	Sq. Ft.	6.34	94,466.00T

All purchases subject to a 5 - 7 week delivery schedule, unless otherwise noted. This quote is valid for 90 days. Payment terms are issuance of PO, or 50% deposit with order, balance due upon delivery (or completion of installation if we are providing that service). To accept this quotation, please sign and date on line below, and fax to (919) 781-5779 Thank you for your consideration. If an order is cancelled after production begins, there will be a 35% re-stocking fee

Subtotal \$94,466.00

Sales Tax (6.75%) \$6,376.46

Total \$100,842.46

Phone #	Toll Free Phone	E-mail	Web Site
919-781-4870	800-909-PLAY	carolynneb@barrsrec.com	www.barrsrec.com



SURFACE AMERICA

Recreational & Athletic Surfacing for Maximum Performance

Surface America, Inc.
PO Box 157
Williamsville NY 14231
Phone: (800) 999-0555
Fax: (716) 632-8324

Quote Number: 71104

Quote

Page: 1 of 1

Quote To:
General Contractor

Attn:

Date: 3/2/2016
Expires: 6/30/2016

Project: Miracle League - Smithfield, NC

Description:

Surface America's Miracle League System: 1/2" thick system in baseball pattern layout per the drawing. Includes aliphatic binder. Includes inlaid bases, base lines, pitcher's mound, and base paths. Includes freight.

United States Dollar

Line	Part Number	Description	Rev	Drawing
1	SYS-015	System, Miracle League EverTop	001	
	Sales Category	Quantity	Unit Price	Net Price
	Installed	15,543.00 SF	\$7.20	\$111,909.60
		Line 1 Subtotal:		\$111,909.60

- 1 Price does not include the sub-base preparation or any other site work other than the rubberized field.
- 2 Sub-base must be asphalt or concrete and have a 2% slope on it to allow for positive drainage. If the surface doesn't drain there will be premature wear and staining from the chemicals in the water.

Contact Surface America with requests, orders, or questions

*For Material Only quotes, the necessary sales tax must be added.

*Protection of the surface from damage and vandalism during the installation process is the responsibility for the customer.



Request for City Council Action

**Business
Agenda
Item:** **Playground
Equipment-
Partnership
to Build a
Miracle**
Date: 09/05/2017

Subject: Partnership to Build A Miracle Playground Equipment
Department: Parks and Recreation
Presented by: Gary Johnson
Presentation: Gary Johnson, Bill Dreitzler, Chris Key

Issue Statement:

The Parks and Recreation Department along with the Partnership for Children Park Committee would like the authority to enter into a contract with Barrs Recreation, LLC of Cary, NC for the procurement and installation of Playground Equipment for the Inclusion Playground at Smithfield Community Park in the amount of \$221,039.75 through the NIPA purchasing cooperative.

Financial Impact:

The funding for the playground equipment was provided by the Partnership to Build a Miracle, PARTF and CNCB Grant and is currently in the 17-18 FY Budget. The cost of the playground equipment is within the cost of the project budget.

Action Needed:

Authorize the Parks and Recreation Department to enter into an agreement with Barrs Recreation for the procurement of playground equipment for the Partnership to Build a Miracle Inclusive Playground.

Recommendation:

Authorize the Parks and Recreation Department to enter into an agreement with Barrs Recreation for the procurement of playground equipment for the Partnership to Build a Miracle Inclusive Playground.

Approved: City Manager City Attorney

Attachments:

1. Staff Report
2. Quote for Equipment



Staff Report

**Business
Agenda
Item: Playground
Equipment-
Partnership
to Build a
Miracle**

The Partnership to Build a Miracle committee has been diligently and continuously working on the playground design for the Inclusion Playground at Smithfield Community Park. This playground is specific in nature and the committee has been working with Barrs Recreation an BCI Burke Company to design a playground system that will fit with the site design provided, provide a safe and enjoyable environment and satisfies the wishes and demands of the playground committee, design engineers, and donors.

According to the Town of **Smithfield Purchasing Manual**, the Town will “purchase whenever possible and feasible from North Carolina **Term Contracts.**” **The National IPA is a national governmental purchasing cooperative able to leverage the purchasing potential of government and education entities across the country.** By using a NIPA contract, the need for an RFP is eliminated because the solicitation has been completed. Purchasing through a term contract meets the requirements set by law.

The Parks and Recreation Department is requesting to Purchase Playground Equipment **from Barr’s Recreation located in Cary, NC through the NIPA Contract** with the BCI Burke Company.



BARRS RECREATION, LLC
9521 LUMLEY ROAD
SUITE A
MORRISVILLE. NC 27560

QUOTATION

Date	Estimate #
8/24/2017	113420

Name / Address
Smithfield Parks & Recreation 600 E Booker Dairy Rd Smithfield, NC 27577

Rep	Project
CMB	

Description	Qty	U/M	Rate	Total
Partnership to Build a Miracle Design #405-100952-5 Ship Themed Structure - which includes multiple manipulative panels with music, sound and tactile options, slides, climbers and fully ramped accessibility Move with Us Grant for PO	1	ea	90,845.00	90,845.00T
All remaining play components including: Volito Multi-person Swing, T-Swing with toddler buckets, 3.5" Arch Swing with 2 Freedom ADA Swings, Three Bay Arch swings with 5 Belt and 1 ADA Freedom swings, Daisy Spinner, Kid Force Spinner, Tri Spring Rider with Ladybug, Helicopter and Horse, Freestanding Rockit Climber, Three Pod Hoppers, VOLTA Inclusive Spinner, Free Standing Sand Table, Freestanding Music Station, Freestanding Sensory Station with blank panels, Hill Slide with side by side run, One Nature Play climbing boulder, One Treasure Chest, Two Entrance Signs with Appropriate Age Use Verbiage		ea	-36,338.00 46,058.00	-36,338.00 46,058.00T
Additional Discount on Free-Standing equipment			-9,778.05	-9,778.05
Installation of Your Commercial Equipment			31,400.00	31,400.00T
PIP Surfacing for all playground areas	5,600	Sq. Ft.	11.70	65,520.00T
EWf for remaining swing and 2-5 structure areas	250	Sq. Ft.	29.12	7,280.00T
Freight for Playground Equipment	1		7,000.00	7,000.00T
Shades for Miracle Field				
Surface Mount, 4 post, Hip Style Dug-Out Shade with glide elbows, 10' eave height, 15X30, Tan posts and Green Canopy	2	ea	4,264.00	8,528.00T
Installation of Your Shades	2		2,704.00	5,408.00T
Shade Freight	1		1,268.80	1,268.80T
Cozy Cocoon	1	ea	2,704.00	2,704.00T
Freight for Cozy Cocoon			520.00	520.00T
Installation of Cozy Cocoon	1		624.00	624.00T

All purchases subject to a 5 - 7 week delivery schedule, unless otherwise noted. This quote is valid for 90 days. Payment terms are issuance of PO, or 50% deposit with order, balance due upon delivery (or completion of installation if we are providing that service). To accept this quotation, please sign and date on line below, and fax to (919) 781-5779 Thank you for your consideration. If an order is cancelled after production begins, there will be a 35% re-stocking fee

Subtotal \$221,039.75

Sales Tax (6.75%) \$14,920.18

Total \$235,959.93

Phone #	Toll Free Phone	E-mail	Web Site
919-781-4870	800-909-PLAY	carolynneb@barrsrec.com	www.barrsrec.com









Request for City Council Action

Business **Fee**
Agenda **Schedule**
Item: **Change**
Date: 09/05/2017

Subject: Changes in Fee Schedule
Department: Parks and Recreation
Presented by: Gary Johnson
Presentation: Business

Issue Statement

During the August 1, Council Meeting an item was added to the Business agenda to discuss eliminating certain Parks and Recreation Fees for in town residents. The item was tabled to be brought back to Council for further discussion on September 5, 2017.

Financial Impact

Estimated \$9,950 in lost revenue in General Fund.

Action Needed

Discuss for possible action to eliminate resident fees for Youth Sports and Kinder – Programs as presented in approved Fee Schedule.

Recommendation

The Parks and Recreation Director will discuss recommendations during presentation.

Approved: City Manager City Attorney

Attachments:

1. Fee Schedule with possible amendments to Youth Sports and Kinder – Programs.
2. Staff Report



Staff Report

**Business Fee
Agenda Schedule
Item: Change**

Councilman Harris asked an agenda item be added to the August Agenda to discuss a change in the approved Fee Schedule. This change would include the elimination of fees for the Youth Team Sports and Kinder – Sports programs, as presented in the current fee schedule. Existing SRAC fees would be unchanged. A draft Fee Schedule for Parks and Recreation is attached to this action form indicating the possible changes.

The elimination of these fees will decrease Town General Fund Revenues by an estimated \$9,950 annually.

PARTF Grant agreements require that if our resident fees are zero dollars for programs, that our nonresident fees must **be an estimated average of other neighboring jurisdictions'** nonresident fees for similar programs. Staff believes that with the reductions that were implemented for nonresidents effective July 1, 2017, that our approved nonresident rates for the Youth Team Sports and Kinder - Sports programs are competitive and would not require changes to meet the ongoing PARTF agreements.

See accompanying memorandum for additional information.



MEMORANDUM

To: Mike Scott, Town Manager
From: Gary Johnson, Parks and Recreation Director
Date: August 23, 2017
Re: Elimination of Resident Fees for Residents

At the regular August, 2017 meeting, Councilman Harris brought up the possibility of eliminating participation fees for residents of Smithfield for youth athletics. After a lengthy discussion by the council, manager and myself, I was instructed to complete additional research on the topic and report back with additional information. The purpose of this memo is to provide the information which I have obtained.

Upon doing an internet search, discussing the topic with Jenn Beadle of the Recreation Resource Services and several Recreation Department Directors across the state, the idea of eliminating resident fees is not unheard of, but is an uncommon practice. There are three municipalities across the state that I have contacted that either have eliminated resident fees or have done so in the past...Hickory, NC, Nashville, NC and Wilson, NC.

Hickory, NC does not charge resident fees and charges non-residents \$20 and has done so for quite some time. However, all participants, resident or non-resident must pay for the cost of the uniform which in retrospect is an indirect fee to participate. I was also informed that they had little issues with registrants not showing or quitting because their uniform fee was non-refundable although they did receive the garments once paid for.

Nashville, NC has recently instituted the free resident rate for their residents in 2016. Originally, their fees were \$15 for residents and \$30 for non-residents. Currently, non-residents pay \$10 to participate. The reason for the rate drop was to rebuild the youth programs that were having diminishing participation numbers. There was direct competition with the County Parks and Recreation Department that duplicated services. I was informed that participation had increased but the increase was influenced by marketing more so than the reduced fees as the reduction was not significant. It was also reported that they did have issues with registrants not showing up or quitting if they did not like their team, coach or various other reasons.

Upon talking to Wilson, NC, I was informed that they had once offered free registration to residents but changed a few years ago without significant decreases in participation. Their fees are currently \$35 for residents and \$50 for Non-Residents. It was reported that “no shows” and those that quit during the season has become less after fees were imposed. I was also told that the Recreation Director and / or staff had the ability to reduce or waive fees for those that could prove hardship. This was done on a case by case basis.

When reviewing the policies of other departments for resident participation, most had instituted one or a combination of the following:

Scholarships: These are reduction in rates for participants based on hardship. Most were based on free and reduced lunch or government assistance.

Multi-child discounts: These are reduction in rates for families with 2 or more children participating in recreation activities and registered at the same time. Some families, although they could afford for one child to pay could not afford to pay registration fees for 2, 3 or more children and the reductions in rates assisted to make sure every child that wanted to participate could do so.

When the topic was discussed at the August Parks and Recreation Advisory Board meeting, it was the consensus that although registration fees are in line with the rest of the county for residents, we were on the higher end for non-residents. It was their opinion fees could be reduced (residents and non-residents) and participation and revenues would increase. If participation did increase, there is the potential for expenses to increase, specifically for officials. They felt it was important for some kind of fee to be charged as those with “skin in the game” are less likely to quit or not show because they have a financial investment in the program.

Other departments across the country developed **cost recovery programs** in which a certain percentage of the direct costs were recovered through registration fees and non-residents paid an additional percentage as a “fair share” fee. The average non-resident fees within the policies of the departments I looked at was between 15% and 35% above that of the resident participant.

COMPARISONS OF PARTICIPATION RATES FOR YOUTH ATHLETICS

JOHNSTON COUNTY MUNICIPAL PARKS AND RECREATION DEPARTMENTS

Parks and Recreation Departments	Basketball		Baseball		Girls Softball		T-Ball		Football		Cheerleading		Volleyball		Soccer	
	Rates	Rates	Rates	Rates	Rates	Rates	Rates	Rates	Rates	Rates	Rates	Rates	Rates	Rates	Rates	Rates
Smithfield Parks and Recreation	40 R	35 R	35 R	30 R	40 R	40 R	30 R	40 R	25 R	35 R	25 R	35 R	35 R	35 R	35 R	35 R
	80 NR	70 NR	70 NR	60 NR	80 NR	80 NR	60 NR	80 NR	50 NR	70 NR	50 NR	70 NR	70 NR	70 NR	70 NR	70 NR
Selma Parks and Recreation	25 R	40 R	25 R	25 R	10 R	25 R	25 R	10 R	25 R	25 R	25 R	25 R	25 R	25 R	25 R	25 R
	30 NR	50 NR	30 NR	30 NR	15 NR	30 NR	30 NR	15 NR	30 NR	30 NR	30 NR	30 NR	30 NR	30 NR	30 NR	30 NR
Benson Parks and Recreation	6U 25R 35 NR	40 R	40 R	20 R	No Program	40 R	20 R	No Program	No Program	40 R	No Program	40 R	40 R	40 R	6U 25R 35 NR	6U 25R 35 NR
	8u On Up is 40 R 65 NR	65 NR	65 NR	35 R		65 NR	35 R			65 NR		65 NR	65 NR	65 NR	8u On Up is 40 R 65 NR	8u On Up is 40 R 65 NR
Pine Level Parks and Recreation	60 Flat Fee	60 Flat Fee	60 Flat Fee	35 Flat Fee	75 Flat Fee	60 Flat Fee	35 Flat Fee	75 Flat Fee	75 Flat Fee	60 Flat Fee	75 Flat Fee	60 Flat Fee	60 Flat Fee	60 Flat Fee	60 Flat Fee	60 Flat Fee
Kenly Parks and Recreation	40 R	40 R	40 R	25 R	No Program	40 R	25 R	No Program	No Program	No Program	No Program	No Program	No Program	No Program	No Program	No Program
	50 NR	50 NR	50 NR	35 NR		50 NR	35 NR									
Clayton Parks and Recreation	25 R	25 R	25 R	25 R	No Program	25 R	25 R	No Program	No Program	25 R	No Program	25 R	25 R	25 R	25 R	25 R
	60 NR	60 NR	60 NR	60 NR		60 NR	60 NR									

**Smithfield
Recreation Advisory Committee Special Meeting
August 10, 2017**

The Smithfield Recreation Advisory Committee called for a special meeting on Thursday, August 10th at 8:00 a.m. at Smithfield Recreation & Aquatics Center.

Members Present:	Chris Howell Tim Johnson Scott Wright	Earl Marrett Eddie Foy Jackie Bryant
Members Absent:	Jeremy Davis Robbie Parker	David Lasater Daniel Sanders
Staff Present:	Gary Johnson, Director Dale Ham, SRAC Director Laura Crumpler, Aquatics Supervisor Kristin Sasser, Recreation Center Supervisor Tiffany Pearson, Recreation Supervisor	
Staff Absent:	Bill Shipley, Asst. Aquatics Jon Moore, Athletics Supervisor Channing Byrd, Maintenance Supervisor	

Gary opened up the meeting stating that a Motion was made at the last Town Council meeting to eliminate fees for Residents for youth athletic programs. Gary said that the issue was tabled, and he is to come up with recommendations by the next Council meeting, and wanted this group to weigh in on the matter. Recommendation to Council needs to come from this Board.

After some discussion, the Board came up with several reasons in opposition to the idea: 1) Free play is a bad idea as kids would sign up, but not show up; 2) "free" implies the program is not as good; 3) typically, you need some money in the game to make parents accountable; 4) if athletic programs are free to our residents, and NR's pay such high fees, they will leave; 5) our programs are dependent on our NR's too.

After some discussion, the group requested that Gary do some research to see if: 1) any other recreation department in the area is doing this? 2) if so, how is it working? 3) come up with some different alternatives, i.e. price changes across the board, scholarships, multiple child discounts, etc., 4) show what other communities are charging for their athletic programs; 5) come up with consequences of alternative plans.

Update of Inclusion Playground and Miracle League Field

May do a co-op to get playground equipment.

Family Life Center

The Family Life Center has been turned over to the town now / Community Police Officer Office. The building houses two P&R offices in there as well. Have been two meetings over there so far, one with adults and one with kids, assessing what they wanted to see happen. Most likely would be open after school during the week, and some Saturday and Sunday hours. Some concern about being there on weekends... as a staff person would have to be there. Looking into having a steering committee formed for this facility.

Staff Reports

Kristin –Camps have been at capacity all summer! Have also had some Pottery Classes and workshops. Upcoming Kids Night is in September.

Tiffany – Have had a Lego Camp, Teen Night, Luau, Movie in the Park. Next movie in the Park is scheduled for 9/16 – Baby Boss.

Laura – This is the last week of summer groups.

Swim Team came in 2nd in conference swim meet. Great considering our numbers compared to 1st place team.

Starting year round Marlins of Raleigh swim team.

At this point, the meeting was adjourned.

Respectfully Submitted,

Jan Ashley

***The next RAC meeting is scheduled for
Thursday, September 13th.***

TOWN OF SMITHFIELD
FY 2017-2018
June 6, 2017
DEPARTMENTAL FEE SCHEDULE

Property Tax Rate

Rate.....	\$0.57/\$100 valuation
Downtown Smithfield Tax District	\$0.19/\$100 valuation
Smithfield Fire District.....	\$0.12/\$100 valuation

Administrative Services

Miscellaneous Fees and Charges

Fee for document reproduction(s)	
Black & White 8.5 x 11 Copies.....	\$.10/per page
Color 8.5x 11Copies.....	\$.15/per page
Black & White 8.5 x 14 Copies.....	\$.20/per page
Color 8.5 x 14 Copies	\$.25/per page

CD Copy.....\$1.50
 This fee is for the cost of the CD

Reproduction of a video copy of any Town Council Meeting..... \$2.00
 This fee is for the cost of the DVD only.

IT Services needed for compiling information relating to any public record request..... \$14.00/per hr.

Flash Drives – Actual cost of the Flash Drive

Any other electronic storage devices shall be charged the actual cost of the device.

Cemetery Services

Mausoleum Crypts

Row D, Top	\$1600.00
Row C	\$1700.00
Row B	\$1800.00
Row A, Bottom.....	\$2000.00
Crypt Opening and Closing Services.....	\$700.00

Lot Sales: Sunset Memorial Park

Single Grave	\$1000.00
Two Grave Lot	\$2000.00
Four Grave Lot	\$4000.00
Six Grave Lot	\$6000.00
Grave Opening and Closing Services	\$700.00
Burial under 36” in length (including cremations).....	\$400.00

Lot Sales: Riverside Extension Cemetery

Single Grave Lot.....	\$1250.00
Two Grave Lot.....	\$2500.00
Four Grave Lot.....	\$5000.00
Six Grave Lot.....	\$7500.00
Grave Opening and Closing Services	\$700.00
Burial under 36" in length (including cremations)	\$400.00

Public Works

Overgrown Lot Clearance

First hour or fraction thereof.....	\$150.00
Each additional quarter hour	\$25.00
Contractor clearance	actual expense or \$100.00, whichever is greater

Fire Department Fees

Fire Inspections (all occupancies)

Less than 50,000 sq. Ft	\$50.00
50,000 - 100,000 sq. Ft.	\$100.00
More than 100,000 sq. Ft	\$200.00
First Re-Inspection.....	No Charge
Each subsequent re-inspection	\$25.00 ea.

Special Permits

Special Events.....	\$100.00
Underground Storage Tank Installation / Removal (per Tank)	\$75.00
Fireworks Sales.....	\$75.00
Fireworks Public Display (permit & stand-by).....	\$150.00
Temporary Tent or Air Supported Structure permit	\$75.00
Carnival or Circus Permit and Inspection (Pending City Mgr/Council Approval).....	\$100.00

Note: Non-Profit organizations are exempt from Fire Department Fees if the proper documentation confirming non-profit status is provided to the inspector.

Citations

Fire Lane Citation	\$25.00
Fire Code Citation.....	\$50.00

Mileage Reimbursement

Rate (Federal) Per Federal Rate Schedule

Parks/Recreation

Late registration Fee..... \$10.00

Administration Fee for Participant Withdrawal Without Cause..... \$10.00

Adult Team Sports	<u>Resident</u>	<u>Nonresident</u>
Softball.....	\$475.00.....	\$522.50
Basketball.....	\$475.00.....	\$522.50
Volleyball.....	\$475.00.....	\$522.50

Youth Team Sports (Boys and Girls)

T-Ball

Resident	\$50.00 per player
Nonresident.....	\$60.00 per player

Baseball (9-18), Girls Softball, Coach Pitch, Soccer, Volleyball

Resident	\$35.00 per player
Nonresident.....	\$70.00 per player

Football, Basketball

Resident	\$40.00 per player
Nonresident.....	\$80.00 per player

Kinder - Sports Programs

Resident	\$20.00 per player
Nonresident.....	\$40.00 per player

Cheerleading

Resident	\$25.00
Nonresident.....	\$50.00

Group Tennis Lessons

Adult Resident	\$25.00
Adult Nonresident.....	\$50.00
Youth Resident	\$20.00
Youth Nonresident.....	\$40.00

Athletic Camps (Offered through P&R by individuals & Organizations)..... 10% of gross

Athletic Field Rental (includes club teams, i.e. AAU, CASL, JUSA etc)

Up to 2 hours (day hours) - Resident	\$25.00
Up to 2 hours (day hours) - Nonresident.....	\$50.00
Up to 2 hours (night hours) - Resident.....	\$40.00
Up to 2 hours (night hours) - Nonresident	\$80.00
2 - 4 hours - Resident (day hours).....	\$45.00
2 - 4 hours - Nonresident (day hours).....	\$90.00
2 - 4 hours - Resident (night hours)	\$90.00
2 - 4 hours - Nonresident (night hours).....	\$148.50
4 hours - All Day - Resident	\$150.00
4 hours - All Day - Nonresident.....	\$220.00

* \$30.00 - \$50.00 Field Preparation Fee for games (not practices)

Tournaments Fee for Resident \$150 /day/field
or ½ of gate admission if charged

Tournament Fee for Nonresident \$165 /day/field
or ½ of gate admission if charged

***\$200.00 Deposit for Tournament Field Rental – NON-REFUNDABLE**

Picnic Shelters (except Rotary Shelter)

(\$75.00 clean-up deposit required)

Up to 2 hours - Resident	\$25.00
Up to 2 hours - Nonresident.....	\$50.00

2 - 4 hours - Resident.....	\$50.00
2 - 4 hours - Nonresident	\$100.00
4 hours - All Day - Resident	\$80.00
4 hours - All Day - Nonresident.....	\$160.00

Rotary Picnic Pavilion (Large Shelter) (\$100.00 clean-up deposit required)

Up to 2 hours:

Entire Shelter	
Resident	\$75.00
Nonresident.....	\$150.00

½ Shelter

Resident	\$40.00
Nonresident.....	\$80.00

Up to 4 hours:

Entire Shelter

Resident.....	\$90.00
Nonresident.....	\$180.00

½ Shelter

Resident	\$60.00
Nonresident.....	\$120.00

Up to 8 hours:

Entire Shelter

Resident	\$125.00
Nonresident.....	\$250.00

Town Hall Park Use

Up to 2 hours:

Resident	\$25.00
Nonresident.....	\$50.00

Rental fee for 2-4 hours

Resident	\$35.00
Nonresident.....	\$70.00

Rental fee for 4-8 hours

Resident	\$60.00
Nonresident.....	\$120.00

Additional Rental Fee for each hour over 8 hours \$25.00/hour

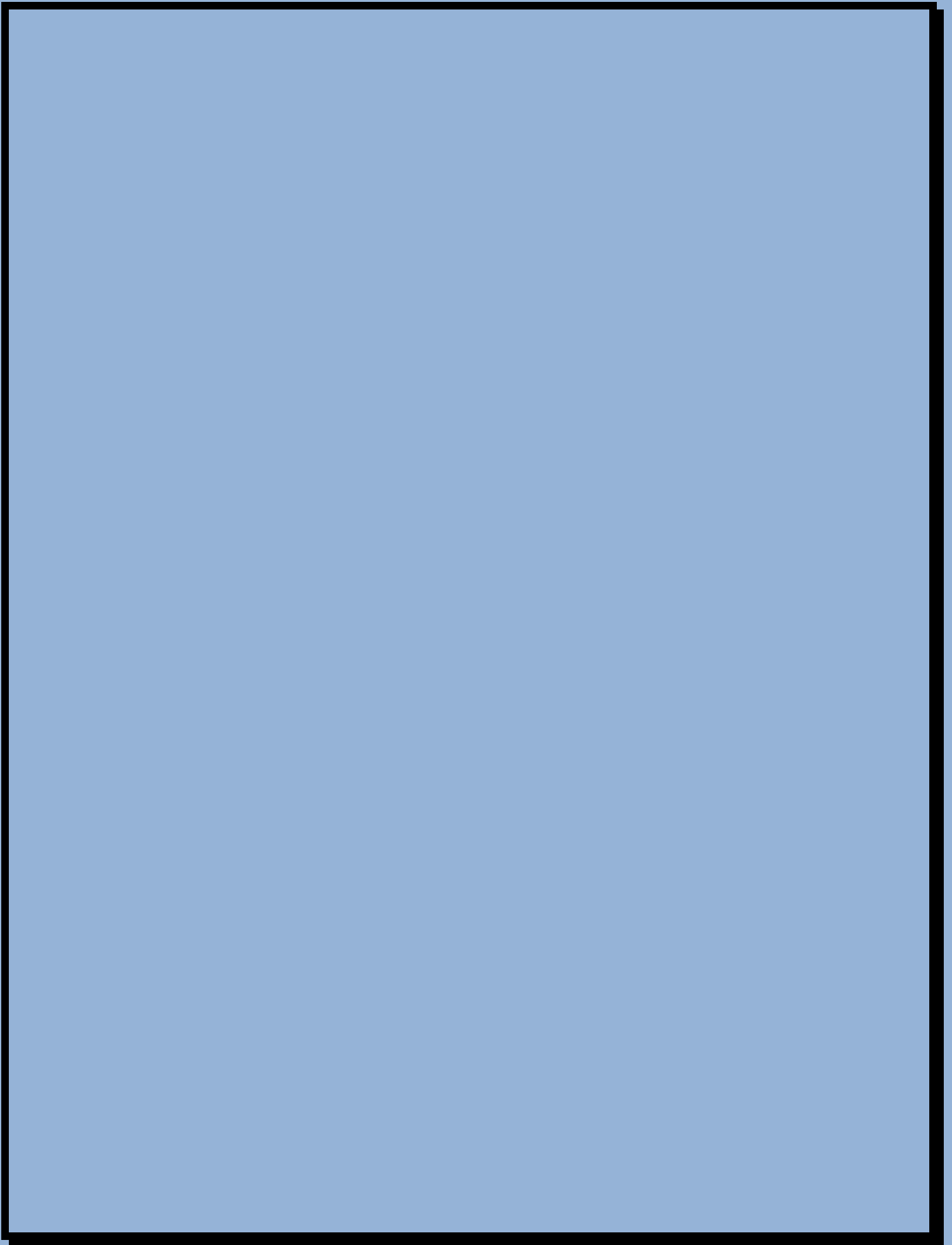
Recreation & Aquatics Center

Membership Rates are based on annual agreements.

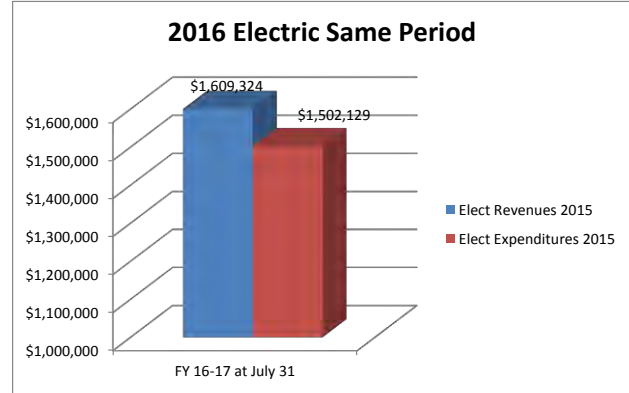
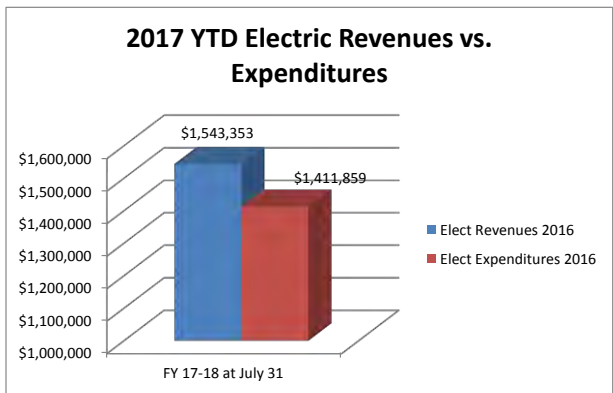
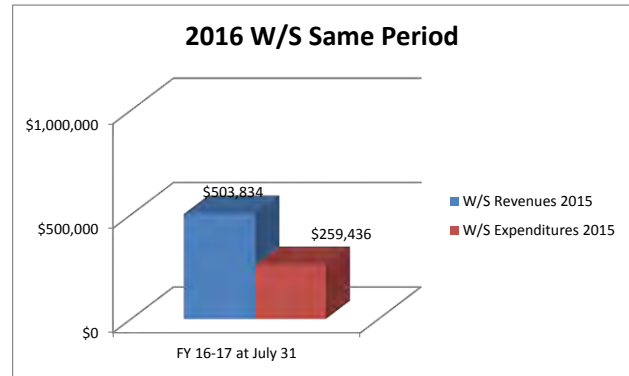
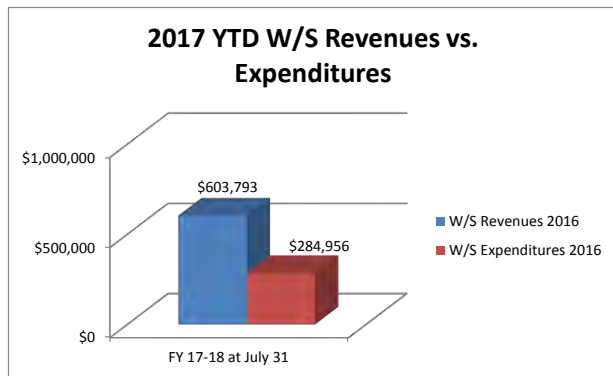
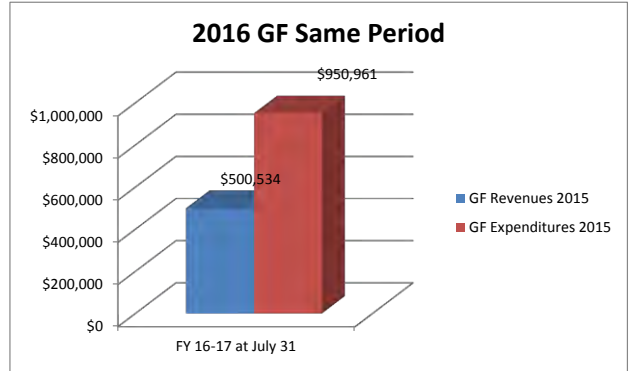
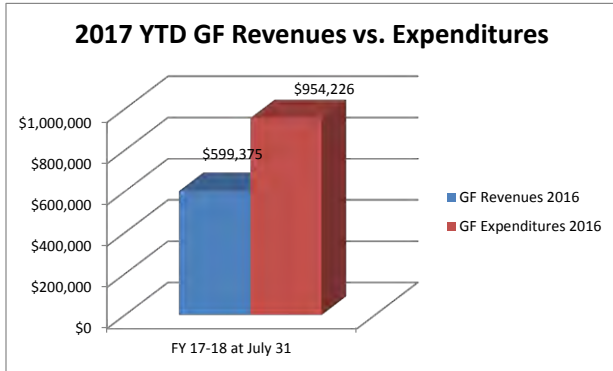
Amenities Fee: \$9.00 Annual unlimited use of bath towels, sweat towels, shampoo, conditioner, body wash, lotions, hair dryers, etc. Fee billed on annual enrollment date, by draft or upon membership renewal.

Members receive a 10% discounts on services and programs.

Financial Report



Town of Smithfield Revenues vs. Expenditures



**TOWN OF SMITHFIELD
MAJOR FUNDS FINANCIAL SUMMARY REPORT**

July 31, 2017

Gauge: 1/12 or 8.33 Percent

8.33%

GENERAL FUND

Revenues	Frequency	Actual	Budget	Actual to Date	YTD %
		FY '16-17	FY '17-18	FY '17-18	Collected
Current & Prior Year Property Taxes	Monthly	\$ -	\$ 5,559,000	\$ 14,899	0.27%
Motor Vehicle Taxes	Monthly	-	500,000	46,901	9.38%
Utility Franchise Taxes	Quarterly	-	975,000	-	0.00%
Local Option Sales Taxes	Monthly	-	2,065,019	216,443	10.48%
Aquatic and Other Recreation	Monthly	-	765,100	81,143	10.61%
Sanitation	Monthly	-	1,305,500	109,780	8.41%
All Other Revenues		-	1,310,981	130,209	9.93%
Loan Proceeds		-	25,400	-	0.00%
Transfers (Electric and Fire Dist.)		-	261,614	-	0.00%
Fund Balance Appropriated		-	27,500	-	0.00%
Total		\$ -	\$ 12,795,114	\$ 599,375	4.68%

Expenditures	Actual	Budget	Actual to Date	YTD %
	FY '16-17	FY '17-18	FY '17-18	Spent
General Gov.-Governing Body	\$ -	\$ 376,021	\$ 21,621	5.75%
Non Departmental	-	801,299	139,958	17.47%
Debt Service	-	1,294,860	163,396	12.62%
Finance	-	143,501	7,523	5.24%
Planning	-	358,138	27,196	7.59%
Police	-	3,725,925	258,126	6.93%
Fire	-	1,642,133	109,048	6.64%
EMS	-	-	-	#DIV/0!
General Services/Public Works	-	474,874	27,766	5.85%
Streets	-	466,482	26,245	5.63%
Motor Pool/Garage	-	91,391	4,989	5.46%
Powell Bill	-	322,725	537	0.17%
Sanitation	-	1,097,678	59,269	5.40%
Parks and Rec	-	850,002	44,506	5.24%
SRAC	-	932,329	64,046	6.87%
Contingency	-	217,756	-	0.00%
Appropriations/Contributions	-	-	-	0.00%
Total	\$ -	\$ 12,795,114	\$ 954,226	7.46%

YTD Fund Balance Increase (Decrease)

-

-

8.33%

WATER AND SEWER FUND

	Actual		Budget		Actual to Date		YTD %	
	FY '16-17		FY '17-18		FY '17-18		Collected	
Revenues								
Water Charges	\$ -	\$	2,560,000	\$	214,988		8.40%	
Water Sales (Wholesale)	-	\$	955,000	\$	96,020		10.05%	
Sewer Charges	-		3,350,000		290,120		8.66%	
Tap Fees	-		15,500		1,400		9.03%	
All Other Revenues	-		121,000		1,265		1.05%	
Loan Proceeds	-		-		-		#DIV/0!	
Fund Balance Appropriated	-		-		-		#DIV/0!	
Total	\$ -	\$	7,001,500	\$	603,793		8.62%	

	Actual		Budget		Actual to Date		YTD %	
	FY '16-17		FY '17-18		FY '17-18		Spent	
Expenditures								
Water Plant (Less Transfers)	\$ -	\$	1,744,749	\$	110,960		6.36%	
Water Distribution/Sewer Coll (Less Transfers)	-		3,813,898		173,996		4.56%	
Transfer to General Fund	-		-		-		#DIV/0!	
Transfer to W/S Capital Proj. Fund	-		585,000		-		0.00%	
Debt Service	-		717,038		-		0.00%	
Contingency	-		140,815		-		0.00%	
Total	\$ -	\$	7,001,500	\$	284,956		4.07%	

ELECTRIC FUND

	Actual		Budget		Actual to Date		YTD %	
	FY '16-17		FY '17-18		FY '17-18		Collected	
Revenues								
Electric Sales	\$ -	\$	16,400,000	\$	1,498,393		9.14%	
Penalties	-		315,000		40,664		12.91%	
All Other Revenues	-		46,000		4,296		9.34%	
Loan Proceeds	-		-		-			
Fund Balance Appropriated	-		-		-			
Total	\$ -	\$	16,761,000	\$	1,543,353		9.21%	

	Actual		Budget		Actual to Date		YTD %	
	FY '16-17		FY '17-18		FY '17-18		Spent	
Expenditures								
Administration/Operations	\$ -	\$	1,994,706	\$	222,947		11.18%	
Purchased Power - Non Demand	-		12,800,000		561,623		4.39%	
Purchased Power - Demand	-		-		530,792		#DIV/0!	
Purchased Power - Debt	-		-		96,348		#DIV/0!	
Debt Service	-		359,972		-		0.00%	
Capital Outlay	-		45,833		149			
Contingency	-		609,275		-			

Transfers to Electric Capital Proj Fund	750,000	-		
Transfer to Electric Capital Reserve	115,000	-		
Transfers to General Fund	-	86,214	-	0.00%
Total	\$ -	\$ 16,761,000	\$ 1,411,859	8.42%

CASH AND INVESTMENTS

General Fund (Includes P. Bill)	8,117,181			
Water and Sewer Fund	4,536,089			Interest Rate
Electric Fund*	8,592,694			
Capital Project Fund: Wtr/Sewer (45)	356,440	1st CITIZENS	14,949,960	0.20%
Capital Project Fund: General (46)	(49,469)	NCCMT	2,440,286	0.500%
Capital Project Fund: Electric (47)	572,103	STIFEL	-	Market
Firemen Relief Fund (50)	145,574	KS BANK	3,731,011	.2, .65, &.7
Fire District Fund (51)	9,391	FOUR OAKS	1,290,135	0.60%
JB George Endowment (40)	131,389	PNC BANK	-	0.00%
Total	\$22,411,392		\$ 22,411,392	

*Plug

Account Balances Confirmed By Finance Director on 8/17/2017

Department Reports





Staff Report

**Economic
Development
Update**

Date of Meeting: September 05, 2017

Date Prepared: August 25, 2017

Staff Work By: Tim Kerigan, Economic Development Liaison

Update

In July 2017, upon request of Economic Development Liaison Tim Kerigan along with Rocky Lane of Sanford Holshouser, Council approved to continue to engage the Scope of Work with Sanford Holshouser for Implementation of the Strategic Economic Development Update Action Items that originally began in August 2016.

Since August of 2016, the Town has been able to make steady progress on implementing the identified action items **from the Town's Economic Development Strategic Plan that was updated in 2014.**

Please see the attached most recent Implementation Activities and Progress Matrix.

Going further, at the request of Council, staff will provide similar monthly summary and matrix updates.

Action Requested

No action requested.



FINANCE DEPARTMENTAL REPORT FOR JULY, 2017

SUMMARY OF ACTIVITIES:

Daily Collections/Property Taxes/Other	\$2,639,389
Franchise Tax.....	0
Sales & Use Tax.....	216,443
Powel Bill.....	0
Total Revenue	\$2,855,832

Expenditures: General, Water, Electric and Firemen's Fund..... \$3,634,609

FINANCE:

- Compiled and submitted monthly retirement report on 7/31/2017
- Issued 105 purchase orders
- Processed 636 vendor invoices for payment and issued 408 accounts payable checks
- Prepared and processed 2 regular payrolls. Remitted federal and state payroll taxes on 7/14/2017 and 7/28/2017
- Issued 0 new privilege licenses (new law change in effect 7/1/2015)
- Collected \$0 on past due privilege license fees. **NOTE:** Total collected now at \$10,374. The past due collections are the result of mailing some 284 past due notices to local businesses. Approximately 40 second notices were sent
- Sent 0 past due notices for grass cutting
- Collected \$0 in grass cutting invoices. Total collected to date is \$7,021
- Processed 15 NSF Checks (Utility and SRAC)
- Bad debt calendar year-to-date collections total \$32,895 (EMS = \$10,424; SRAC = \$5,243; Utility= \$16,864; and Other = \$364).
- Invoiced five (5) grave openings for a total of \$3,500
- Invoiced Smithfield Housing Authority and Johnston Community College for Police Security

FINANCE DIRECTOR

- Attended Town Council Meeting on July 11, 2017
- Participated in biweekly meetings with Tyler Technologies on 7/5/2017 to discuss records management system (RMS)
- Participated in webinar with Tyler Technologies on 7/6/2017 from 8:30 a.m. to 11:30 a.m. to review and train on their general ledger system.
- New Auditor, TPSA observed year-end inventory count on July 6, 2017
- Prepared multiple charts and graphs for display in annual budget workbook July 10-11, 2017
- Closed on garbage truck loan with KS Bank on 7/12/2017
- Prepared and distributed fire truck RFP on 7/13/2017
- Participated in New Software AP webinar on 7/13/17 along with Connie Lassiter, AP Clerk
- Attended North Carolina Government Finance Officers Association summer conference on 7/16-18/2017
- Held departmental staff meeting on 7/19/2017
- Participated in all day webinar with new software provider to review utility bill survey on 7/19/2017
- Prepared and submitted memorandum of participation for Net OPEB Obligation Update
- Prepared and submitted annual Powell Bill Expenditure Report on 7/25/2017

- Melissa Wilder, payroll clerk, discovered multiple employees erroneously terminated in Prudential Retirement System. Problem corrected.
- Prepared and submitted semi-annual LGC203 Report of Deposits and Investments on 7/26/2017
- Gathered payroll reports for Workers Comp audit on 7/26/2017. End result of audit – Town of Smithfield billed less than \$800 for Workers Comp underpayment. The Finance Director thinks this is outstanding as we did not grossly over or underpay during the fiscal year.
- Prime Rate increases over the past several months have aided in offsetting bank fees on the Town's Central Depository Account with First Citizens Bank. FY15 charges totaled \$1,795 for three months, while FY16 charges totaled \$7,509 and FY17 totaled 1,364 before being completely offset by earnings credits due to the rise in the prime rate. There have been no bank fees since January, 2017.
- Throughout the month of July and August the Finance Director has been preparing and responding to an extensive list of request from our new auditors, TPSA.

Finance Department Totals for July 2017

Meter Reading

Actual Meters Read	10,061	
Meters Loaded to Hand Held	10,262	
Meter Tech Service Hours	0	\$0.00

Billing/Collections

Bills Mailed	6,122	\$2,393,834.91
Area Lights Billed	932	\$33,619.10
JoCo Wholesale water	64,007	\$96,020.21
Load Mgmt AC credit	506	-\$5,060.00
Load Mgmt water heater credit	626	-\$3,822.00
Adjustments	163	-\$10,093.43
Delinquent Accts/Late Fees	1,501	\$21,080.93
NSF - Utility Only	13	\$3,174.03
Refund Checks Issued	31	\$8,607.28
Door Hangers	32	
Disconnect for non-pay	159	
Reconnect for payment received	149	
Bank Drafts	730	\$377,597.69
Lockbox	957	\$381,283.90
ECO Payment Totals	645	
	IVR-phone	85
	On-Line (website)	560
		\$237,034.54 BOTH
Cash Window Transactions/Payments	3,959	\$1,857,821.67
Accts collected from Debt setoff	1	\$42.05 EMS
	1	\$60.00 SRAC
	1	\$49.71 Utility
Accts submitted to Debt Setoff	42	\$12,216.27 Utility
	0	\$0.00 SRAC

Service Orders

Requested Orders	289	
Completed Orders	288	
	Terminated Accounts	127
	Meters Rechecked	26
	New Turn on Accounts	96
Meter Tamper / Meter Missing	0	\$0.00

Phone Call Usage

CSR - Elaine

		Duration
Inbound	312	8:00:14
Outbound	67	2:06:30

CSR/Collections - Audrey

Inbound	269	6:40:13
Outbound	153	3:01:32
Collections - Cash Window#2		
Inbound	101	2:41:53
Outbound	10	0:03:37
Switch Board Operator x1101		
Inbound	331	2:02:14
Outbound	28	1:07:57
Total Town (Trunk Lines)		
Inbound	3,238	79:22:44
Outbound	1,326	55:29:54



Town of Smithfield
 Planning Department
 350 E. Market St Smithfield, NC 27577
 P.O. Box 761, Smithfield, NC 27577
 Phone: 919-934-2116
 Fax: 919-934-1134

BOARD ACTIONS REPORT - 2017

	July	Calendar Year to date
Town Council		
Rezoning	0	2
Conditional Use	2	6
Ordinance Amendment	0	2
Major Subdivisions	0	0
Annexations	0	0
Special Events	1	7
Planning Board		
Rezoning	0	2
Condition Use	0	6
Ordinance Amendment	1	3
Subdivisions	0	0
Annexations	0	0
Board of Adjustment		
Variance	0	1
Admin Appeal	0	0
Historic Properties Commission		
Certificate of Appropriateness	0	0
Historic Landmarks	0	0



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Permit Issued for July 2017

		Permit Fees	Permits Issued
Site Plan	Minor Site Plan	\$75.00	3
Zoning	Land Use	\$1,100.00	14
Zoning	Sign	\$150.00	3
Report Period Total:		\$1,325.00	20
Fiscal YTD Total:		\$1,325.00	20

Z17-000124	Zoning	Land Use	Event Planning	619 South THIRD Street
Z17-000125	Zoning	Land Use	Burneys Sweets and More of Smithfield	517 Outlet Center Drive
Z17-000126	Zoning	Land Use	Drive One Inc.	1803 S BRIGHTLEAF Blvd
Z17-000127	Zoning	Land Use	ROBERT HUSKEY	102 West ROSE Street
Z17-000128	Zoning	Land Use	Terry Lansinger	5 Eden Drive
Z17-000129	Zoning	Land Use	Interstate Outdoor Inc	3207 S Brightleaf Blvd
Z17-000130	Zoning	Land Use	United Therapeutic Youth & Family Services, Inc.	20 Noble Street
Z17-000131	Zoning	Land Use	JOHNSTON COUNTY VISITORS BUREAU	234 Venture Drive
Z17-000132	Zoning	Land Use	FIXED FINANCIALS, INC.	216 PEEDIN Road
Z17-000133	Zoning	Land Use	DECARIOUS HANDY EASON	203 BARBOUR Road
Z17-000134	Zoning	Land Use	PCX Corporation	1685 South Brightleaf Boulevard
Z17-000136	Zoning	Land Use	MLJ Construction	33 WHITLEY OAKS Court
Z17-000137	Zoning	Land Use	Genesis Living Inc.	127 Bella Square
SP17-000039	Site Plan	Minor Site Plan	New Single Family Dwelling Lot 12	133 Bella Square
SP17-000040	Site Plan	Minor Site Plan	New Single Family Dwelling Lot 13	137 Bella Square
SP17-000041	Site Plan	Minor Site Plan	New Single Family Dwelling Lot 14	147 Bella Square
Z17-000140	Zoning	Sign	Salon 619	619-A South Third Street
Z17-000138	Zoning	Sign	Domino's Pizza	825 North Brightleaf Boulevard
Z17-000135	Zoning	Land Use	Jason Cox	559 NC 210 Highway
Z17-000139	Zoning	Sign	Waynesborough Ophthalmology	1317-D N Brightleaf Blvd



**TOWN OF SMITHFIELD
POLICE DEPARTMENT
MONTHLY REPORT
MONTH ENDING July 31, 2017**

I. STATISTICAL SECTION

Month Ending July 31, 2017	July 2017	July 2016	Total 2017	Total 2016	YTD Difference
Calls For Service	1897	1683	13442	11877	1565
Incident Reports Completed	160	158	1124	1312	-188
Cases Closed	121	125	792	1122	-330
Accident Reports	61	60	498	498	0
Arrest Reports	120	117	834	935	-101
Burglaries Reported	10	14	76	93	-17
Drug Charges	29	35	227	253	-26
DWI Charges	11	6	70	65	5
Citations Issued	165	150	1377	1517	-140
Speeding	10	23	349	349	0
No Operator License	40	34	290	314	-24
Registration Violations	31	11	190	108	82

II. PERSONNEL UPDATE

The police department is currently short 2 positions at this time. One applicant will start BLET on August 15, 2017, which will be paid by the department. Two back grounds are being completed at this time on additional prospective new hires.

III. MISCELLANEOUS

Mandatory in-service training was continued in July, with most courses be completed on line. The Department completed its second Teen academy which had six participants during the month of July. The department assisted with Fun in the Park and it was a big success. Family life center is almost complete, just waiting for internet service to be installed, so fire alarm system can be functioning.

REPORTED UCR OFFENSES FOR THE MONTH OF JULY 2017

PART I CRIMES	July	July	+/-	Percent	Year-To-Date		+/-	Percent
	2016	2017		Changed	2016	2017		Changed
MURDER	0	0	0	N.C.	0	0	0	N.C.
RAPE	0	1	1	N.C.	4	3	-1	-25%
ROBBERY	0	1	1	N.C.	6	13	7	117%
Commercial	0	0	0	N.C.	0	2	2	N.C.
Individual	0	1	1	N.C.	6	11	5	83%
ASSAULT	4	5	1	25%	30	27	-3	-10%
* VIOLENT *	4	7	3	75%	40	43	3	8%
BURGLARY	14	9	-5	-36%	89	72	-17	-19%
Residential	9	6	-3	-33%	43	46	3	7%
Non-Resident.	0	0	0	N.C.	13	8	-5	-38%
Commercial	5	3	-2	-40%	33	18	-15	-45%
LARCENY	39	41	2	5%	356	297	-59	-17%
AUTO THEFT	3	1	-2	-67%	17	5	-12	-71%
ARSON	1	0	-1	-100%	3	0	-3	-100%
* PROPERTY *	57	51	-6	-11%	465	374	-91	-20%
PART I TOTAL:	61	58	-3	-5%	505	417	-88	-17%
PART II CRIMES								
Drug	37	28	-9	-24%	289	192	-97	-34%
Assault Simple	9	10	1	11%	90	94	4	4%
Forgery/Counterfeit	1	3	2	200%	25	32	7	28%
Fraud	6	10	4	67%	50	50	0	0%
Embezzlement	0	0	0	N.C.	13	8	-5	-38%
Stolen Property	1	2	1	100%	10	7	-3	-30%
Vandalism	8	3	-5	-63%	56	45	-11	-20%
Weapons	0	3	3	N.C.	14	22	8	57%
Prostitution	0	0	0	N.C.	1	0	-1	-100%
All Other Sex Offens	0	0	0	N.C.	2	11	9	450%
Gambling	0	0	0	N.C.	0	0	0	N.C.
Offn Agnst Faml/Chld	0	0	0	N.C.	2	1	-1	-50%
D. W. I.	7	11	4	57%	61	67	6	10%
Liquor Law Violation	5	4	-1	-20%	8	5	-3	-38%
Disorderly Conduct	2	0	-2	-100%	8	4	-4	-50%
Obscenity	0	0	0	N.C.	1	0	-1	-100%
Kidnap	0	0	0	N.C.	2	0	-2	-100%
All Other Offenses	6	12	6	100%	46	62	16	35%
PART II TOTAL:	82	86	4	5%	678	600	-78	-12%
===== GRAND TOTAL:	143	144	1	1%	1183	1017	-166	-14%

N.C. = Not Calculable



**Town of Smithfield
Fire Department
July, 2017**

I. Statistical Section

Responded to	2017 July	July IN	July OUT	2016 July	2017 IN	2017 OUT	2017 YTD	2016 YTD
Total Structure Fires Dispatched	9	3	6	7	33	32	65	51
Confirmed Structure Fires (Our District)	1	0	1	3	10	7	17	10
Confirmed Structure Fires (Other Districts)	2	0	0	1	0	0	21	7
EMS/Rescue Calls	125	121	4	133	922	65	987	958
Vehicle Fires	2	2	0	0	5	1	6	8
Motor Vehicle Accidents	20	18	2	17	101	19	120	111
Fire Alarms (Actual)	9	9	0	12	74	8	82	66
Fire Alarms (False)	12	12	0	8	46	4	50	55
Misc./Other Calls	24	22	2	35	117	16	133	172
Mutual Aid (Received)	4	0	0	12	0	0	36	65
Mutual Aid (Given)	6	0	0	5	0	0	52	41
Overlapping Calls (Calls at the same time)	21	0	0	29	0	0	202	188
TOTAL EMERGENCY RESPONSES	201	187	14	212	1298	145	1443	1421

* Denotes the breakdown of calls, these are not calculated into the totals *
IN/OUT denotes in and out of the Town, not outside the fire district. When we respond to another fire district (Mutual Aid), which is outside of our total fire district boundaries that is reported in (**Other Districts**).

	July	YTD
Fire Inspections/Compliance Inspections	45	277
Public Fire Education Programs	5	15
Children in Attendance	76	955
Adults in Attendance	30	409
Plans Review Construction/Renovation Projects	6	19
Fire Code Citations	0	0
Fire Lane Citations	0	0
Consultation/Walk Through	32	215
Re-Inspections	19	166

II. Major Revenues

	July	YTD
Inspections	\$1,875.00	\$11,196.00
False Alarms	\$300.00	\$1,050.00
Fire Recovery USA	\$1,304.00	\$18,567.80
EMS Debt Setoff	\$42.05	\$10,624.20
Haz-Mat I-95 Recovery	\$54,384.77	\$54,384.77

Major Expenses for the Month:

III. Personnel Update:

Two volunteer Firefighters resigned from the department, due to not being able meet their obligations of the participation minimum.

We held interviews for 4 new volunteer applicants, awaiting the final interview approval; if they are approved they will begin volunteering in August.

IV. Narrative of monthly departmental activities:

- We participated in the Fourth of July Fireworks event on July 2nd
- We participated in the South Smithfield Fourth of July Parade
- We participated in many public fire education programs at; the Kids Connection, North Smithfield Baptist Church, A Childs Place, and the Centenary United Methodist Church.
- We participated in the Fun in the Park, and the SRAC with the Kool Kids Sprinkler
- Members from the Fire Department traveled to Nebraska to complete a final inspection of the Town's new Fire Engine. It was delivered on Friday July 21st, we are training staff before it is put into service later in August.
- We learned in Late July we have been awarded the FEMA SAFER Grant to assist with the hiring of 3 additional Firefighters.
- We finalized the construction bids for the renovations for the future Station #2 in West Smithfield.
- The status has been updated of the upcoming NCDOI ISO rating inspection, the inspection has been rescheduled for November 27th, 2017. We are working to prepare for this inspection along with the help from other Town and County departments.

**Town of Smithfield
Public Works Department
July 31, 2017**



169 Total Work Orders completed by the Public Works Department

7 Burials, at \$700.00 each = \$4,900.00

0 Cremation Burial, \$400.00 each = \$0

\$7,000 Sunset Cemetery Lot Sales

\$0 Riverside Extension Cemetery Lot Sales

429.07 tons of household waste collected

134 tons of yard waste collected

5.15 tons of recycling collected

Town of Smithfield
Public Works Appearance Division
Cemetery, Landscapes, and Grounds Maintenance
Buildings, Facilities, and Sign Division
Monthly Report
July 31, 2017



I. Statistical Section

7 ___ Burials

5 ___ Works Orders – Buildings & Facilities Division

20 ___ Work Orders – Grounds Division

28 ___ Work Orders – Sign Division

II. Major Revenues

Sunset Cemetery Lot Sales: \$7,000.00

Riverside Ext Cemetery Lot Sales: \$0.00

Grave Opening Fees: \$4,900.00

Total Revenue: \$11,900.00

III. Major Expenses for the Month:

None for the month.

IV. Personnel Update:

None for the month

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 was on "Blood Pressure and Heat Related Concerns".

**Town of Smithfield
Public Works Drainage/Street Division
Monthly Report
July 31, 2017**



I. Statistical Section

- a. All catch basins in problem areas were cleaned on a weekly basis
- b. Installed new 4-way stop at Whitley and McCullers.
- c. Assisted with the 4th of July event.
- d. Installed new bollards in round about for safety.
- e. 3 Work Orders – 210lbs. of Cold Patch was used for 5 Potholes.

II. Major Revenues

None for the month

III. Major Expenses for the Month:

\$532.78 to Tractor Supply for new 60gallon sprayer.

IV. Personnel Update:

None for the month

V. Narrative of monthly departmental activities:

The Public Works Department safety meeting on "Blood Pressure and Heat Related Concerns".

**Town of Smithfield
Public Works Department
July 31, 2017 Drainage Report**

Location: Downtown
 Starting Date: 7/1/2017
 Completion Date: 7/2/2017
 Description: Assisted with the 4th of July event. Delivered traffic control devices and trash cans.
 Man-hours: 13.75hrs.
 Equipment: 401 pickup with cone trailer.
 Materials: N/A

Location: Meadowbrook Creek 700BLK of S 3rd Street.
 Starting Date: 7/3/2017
 Completion Date: 7/3/2017
 Description: Removed vegetation and obstructions from drainage ditch for positive drainage.
 Man-hours: 17.5hrs.
 Equipment: 420 Cat backhoe, 408 dump truck plus hand tools.
 Materials: N/A

Location: 709 West Street.
 Starting Date: 7/3/2017
 Completion Date: 7/3/2017
 Description: Cut over grown lot.
 Man-hours: 3.75hrs.
 Equipment: Bobcat tractor with bush hog, weed eater and blower.
 Materials: N/A

Location: Alley beside police department, 700 BLK of North Street, 46 Towbridge.
 Starting Date: 7/6/2017
 Completion Date: 7/10/2017
 Description: Repaired 5 potholes with cold patch.
 Man-hours: 2.17hrs.
 Equipment: 905 pickup plus hand tools.
 Materials: 3.5 bags of Perma Patch

Location: Woodlawn and Vermont.
 Starting Date: 7/7/2017
 Completion Date: 7/7/2017
 Description: Repaired damaged drain line near catch basin area.
 Man-hours: 2.5hrs.
 Equipment: 401 pickup plus hand tools.
 Materials: 1.5 yards of flowable fill and 1 bag of Perma Patch.

Location: Dead End of Durham.
Starting Date: 7/7/2017
Completion Date: 7/7/2017
Description: Repaired dead end cable near shoulder of roadway.
Man-hours: 3.75hrs.
Equipment: 420 backhoe
Materials: 100ft of cable line.

Location: Outlet Center Drive.
Starting Date: 7/11/2017
Completion Date: 7/11/2017
Description: Cut right of way along Street.
Man-hours: 12hrs.
Equipment: Scag mowers plus hand tools.
Materials: N/A

Location: Whitley Drive and McCullers.
Starting Date: 7/12/2017
Completion Date: 7/12/2017
Description: Installed a 4-way stop at the intersection per councils request.
Man-hours: 6hrs.
Equipment: 420 cat backhoe plus hand tools.
Materials: 2 stop signs, 4 (10ft) u-channel poles.

Location: Town Hall conference room.
Starting Date: 7/14/2017
Completion Date: 7/14/2017
Description: Put together new chairs in conference room.
Man-hours: 8hrs.
Equipment: Hand tools.
Materials: N/A

Location: 5th Street lots, Woodall 7 SBL, S 3rd Street, Martin Street, Riverside Drive, 721 Second Ave, MLK.
Starting Date: 7/18/2017
Completion Date: 7/20/2017
Description: Cut back FEMA lots and right of ways.
Man-hours: 36hrs.
Equipment: Scag mowers plus hand tools.
Materials: N/A

Location: 203 Crestview.
Starting Date: 7/20/2017
Completion Date: 7/20/2017
Description: Cleaned out 40LF of storm drainage for positive drainage.
Man-hours: 3hrs.
Equipment: Jet Truck.
Materials: N/A

Location: Round about.
Starting Date: 7/21/2017
Completion Date: 7/21/2017
Description: Installed new traffic bollards to replace the ones that were damaged.
Man-hours: 4hrs.
Equipment: hand tools.
Materials: 3 new yellow traffic bollards.

Location: Dail Street, Outlet Center Drive, Berkshire Road, Lee Street near RR track.
Starting Date: 7/27/2017
Completion Date: 7/28/2017
Description: Cut back ditch banks and right of ways.
Man-hours: 10hrs.
Equipment: New Holland tractor with bush hog.
Materials: N/A

Location: Lee and Blount.
Starting Date: 7/31/2017
Completion Date: 7/31/2017
Description: Cut overgrown lot for planning department.
Man-hours: 4.5hrs.
Equipment: Bobcat tractor with bush hog and blowers.
Materials: N/A

**Town of Smithfield
Public Works Fleet Maintenance Division
Monthly Report
July 31, 2017**



I. Statistical Section

- 0 Preventive Maintenances
- 0 North Carolina Inspections
- 30 Work Orders

II. Major Revenues

None for the month

III. Major Expenses for the Month:

None for the month

IV. Personnel Update:

Norman Hill shop mechanic is out on short term disability.

V. Narrative of monthly departmental activities:

The shop employee performed preventive maintenances on all Town owned generators. The Public Works Department safety meeting was on "Blood Pressure and Heat Related Concerns".

Town of Smithfield
Public Works Sanitation Division
Monthly Report
July 31, 2017



I. Statistical Section

The Division collected from approximately 4100 homes, 4 times during the month

- a. Sanitation forces completed 62 work orders
- b. Sanitation forces collected tons 429.07 of household waste
- c. Sanitation forces disposed of 67 loads 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 tons of construction debris (C&D)
- f. Town disposed of 0 scrap tires that was collected at Convenient Site Center
- g. Recycling forces collected 4.15 tons of recyclable plastic
- h. Recycled 2060 lbs. of cardboard material from the Convenient Site Center
- i. A total of 0 gals of cooking oil was collected at the Convenient Site Center
- j. Recycled 0 lbs. of plastics & glass (co-mingle) from the Convenient Site Center

II. Major Revenues

- a. Received \$68.24 from Sonoco Products for cardboard material
- b. Sold 1380lbs. of aluminum cans for \$0
- c. Sold 4580lbs. of shredder steel for \$206.10 to Omni Source

III. Major Expenses for the Month:

Spain Farms Nursery was paid \$2,144.00 for yard debris disposal. Paid \$713.66 to Amick Equipment for tipper repair. Paid \$535.98 for the purchase of 2 weed eaters Bullock Brothers. Paid \$725.00 to EJR for Cylinder repairs made on knuckle boom

IV. Personnel Update:

V. Narrative of monthly departmental activities:

The department worked closely with Parks & Recreation providing traffic control devices and event containers for special events held at the SRAC. And also provided cones for Smith Collins Park. July 4th Celebration Downtown Development Community Service Workers worked 30.05 hrs ; Elders volunteered 8 hours of service



PARKS AND RECREATION

MONTHLY REPORT FOR JULY, 2017

PROGRAMS STATISTICS

NUMBER OF PROGRAMS	17
TOTAL ATHLETICS PARTICIPANTS	829
TOTAL NON/ATHLETIC PARTICIPANTS	4162 (Includes July 4th Celebration)
NUMBER OF GAMES PLAYED	121
TOTAL NUMBER OF PLAYERS (GAMES)	1829
NUMBER OF PRACTICES	15
TOTAL NUMBER OF PLAYER(S) PRACTICES	414

	July, 2017	17/18 FY YTD	July, 2016	16/17 FY YTD
PARKS RENTALS	24	24	19	19
USERS (PARKS RENTALS) (Includes tournament spectators)	8069	8069	1414	1414
TOTAL UNIQUE CONTACTS	15,303			

FINANCIAL STATISTICS	July, 2017	17/18 FY YTD	July, 2016	16/17 FY YTD
PARKS AND RECREATION REVENUES	\$ 4,524.90	\$ 4,524.90	\$ 4,866.01	\$ 4,866.01
PARKS AND RECREATION EXPENDITURES (OPERATIONS)	\$ 42,777.92	\$ 42,777.92	\$ 35,093.28	\$ 25,093.28
PARKS AND RECREATION EXPENDITURE (CAPITAL OUTLAY EQUIP)	\$ 1,728.00	\$ 1,728.00	\$ -	\$ -

HIGHLIGHTS

Hosted Tar Heel Leagues District 5 Baseball Tournaments with 17 teams
 Assisted DSDC with July 4th Celebration with over 3500 in attendance
 Hosted Tar Heel Leagues State Softball Tournament with 36 Teams and 5000+ Spectators
 Estimated over \$300,000 in Economic Impact to the Town and County



**SMITHFIELD RECREATION
AND AQUATICS CENTER**

SRAC MONTHLY REPORT FOR JULY, 2017

PROGRAMS STATISTICS

NUMBER OF PROGRAMS	28
TOTAL CONTACT WITH PROGRAM PARTICIPANTS	2107

	July, 2017	17/18 FY YTD	July, 2016	16/17 FY YTD
SRAC MEMBER VISITS	6664	6664	7291	7291
DAY PASSES	1967	1967	2519	2519
RENTALS (SRAC)	60	60	57	57
USERS (SRAC RENTALS)	3226	3226	4254	4254
TOTAL UNIQUE CONTACTS	13,964			

FINANCIAL STATISTICS

	July, 2017	17/18 FY YTD	July, 2016	16/17 FY YTD
SRAC REVENUES	\$ 76,270.98	\$ 76,270.98	\$ 73,890.83	\$ 73,890.83
SRAC EXPENDITURES	\$ 64,046.00	\$ 64,046.00	\$ 56,303.04	\$ 56,303.04
SRAC MEMBERSHIPS	3892		2494	

HIGHLIGHTS

Hosted the Southern Metro Championship Swim Meet with 600+ Swimmers and 1500+ spectators



- **Statistical Section**

- Electric CP Demand 28,702 Kw relative to June's demand of 26,699 Kw.
- Electric System Reliability for was 99.995%, with one (1) recorded outage; relative to June's 99.999%.
- Raw water treated on a daily average was 3.589 MG relative to 3.477 MG for June; with maximum demand of 4.384 MG relative to June's 4.238 MG.
- Total finished water to the system was 102.970 MG relative to June's 96.846 MG. Average daily for the month was 3.322 MG relative to June's 3.124 MG. Daily maximum was 4.050 MG (July 26th) relative to June's 3.894 MG. Daily minimum was 2.753 MG (July 29th), relative to June's 2.768 MG.

- **Miscellaneous Revenues**

- Water sales were \$214,988 relative to June's \$221,958
- Sewer sales were \$290,120 relative to June's \$300,329
- Electrical sales were \$1,498,393 relative to June's sales of \$1,422,185
- Johnston County Water purchases were \$82,314 for 54.876 MG relative to June's \$96,011 for 64.007 MG.

- **Major Expenses for the Month**

- Electricity purchases were \$1,190,771 relative to June's \$1,094,801
- Johnston County sewer charge was \$124,219 for 42.024 MG relative to June's \$186,808 for 62.533 MG.

- **Personnel Changes –**

- There were no personnel changes in July



**Town of Smithfield
Electric Department
Monthly Report
July, 2017**

I. Statistical Section

- Street Lights repaired –19
- Area Lights repaired -21
- Service calls – 41
- Underground Electric Locates –124
- Poles changed out, installed or removed 8
- Underground Services Installed/Repaired -1

II. Major Revenues

- N/A

III. Major Expenses for the Month:

- N/A

IV. Personnel Update:

- Utility Dept. had a Safety meeting on Working in Warm Weather.

V. Miscellaneous Activities:

- Installed new 3 phase underground primary line at 1319 N. Brightleaf Blvd.
- Continuing to cut Power line Right-of-Way.



WATER & SEWER

JULY 2017 MONTHLY REPORT

● DISCONNECT WATER	5
● RECONNECT WATER	0
● TEST METER	2
● TEMPORARY METER SET	1
● DISCOLORED WATER CALLS	2
● LOW PRESSURE CALLS	11
● NEW/RENEW SERVICE INSTALLS	0
● LEAK DETECTION	24
● METER CHECKS	21
● METER REPAIRS	7
● WATER MAIN/SERVICE REPAIRS	8
● STREET CUTS	10
● REPLACE EXISTING METERS	8
● INSTALL NEW METERS	1
● FIRE HYDRANTS REPAIRED	1
● FIRE HYDRANTS REPLACED	7
● SEWER REPAIRS	27

- CLEANOUTS INSTALLED 6
- SEWER MAIN CLEANED 4981LF
- SERVICE LATERALS CLEANED 410LF
- SERVICE CALLS 150
- LOCATES 152
- FLUSHED ALL DEAD END LINES ONE TIME
- SERVICE AND MAINTAINED ALL 18 LIFT STATIONS 2 TIMES PER WEEK
- INSPECTED ALL AERIAL SEWERS ONE TIME
- INSPECTED HIGH PRIORITY MANHOLES WEEKLY

MAJOR EXPENSES FOR THE MONTH

- NEXGRID METERS INSTALLATION.
- PURCHASED NEW SEWER LATERAL CAMERA.
- SERVICE VACALL TRUCK, HAD TO INSTALL NEW ELECTRIC MOTOR FOR HOSE REEL.
- PURCHASED NEW TIRES FOR BACKHOE.

PERSONNEL UPDATES

- RAN POSITION FOR PUMP STATION MECHANIC.
- RAN POSITION FOR NEW CREW LEADER.

UPCOMING PROJECTS FOR THE MONTH OF AUGUST

- BRASWELL WILL BE STARTING BOOKER DAIRY RD PROJECT.
- BRASWELL WILL BE STARTING FLOW METER ON HWY 70.
- BRASWELL WILL BE STARTING STATION #12 UPGRADE.
- HYDROSTRUCTURES SHOULD BE FINISHING UP MANHOLE SURVEYS THIS MONTH.
- SHOULD START INSTALLING NEXGRID METERS AGAIN.
- I WILL BE SITTING DOWN WITH BILL ABOUT REDESIGNING PUMP STATIONS #11 & #5 FOR THE UPCOMING BUDGET YEAR. THIS WAY WE CAN GET THEM OUT FOR BID AS SOON AS POSSIBLE.



MONTHLY WATER LOSS REPORT

JULY, 2017

(3)- Meters with slow washer leaks

(4)- ¾" Line, 1/8" hole – 1day

¾" Line, 1/8" hole – 3 days

¾" Line, 1/16" hole – 5days

¾" Line, ¼" hole – 4hrs

(3) - FH Bonnet slow drip- 2days

1 ½" Line, 1/8" hole – 5 days

2" Line, 1/16" hole – 1day

Smithfield Water Plant
 Distribution Sampling Site Plan

Hydrant Flushing
 1,384,815

Street Name	Date	Chlorine	Time	Gallons	Psi	Street Name	Date	Chlorine	Time	Gallons	PSI
Stephson Drive	07/25/17	2.8	30	15930	10	North Street	07/24/17	2.6	15	15930	
Computer Drive	07/24/17	2.4	15	7965	10	West Street	07/24/17	3	15	71220	50
Castle Drive	07/27/17	1.8	15	7965	10	Regency Drive	07/24/17	1	45	58500	60
Parkway Drive	07/25/17	3	15	63720	40	Randers Court	07/24/17	0.8	25	127440	40
Garner Drive	07/27/17	1	15	7965	10	Noble Street	07/24/17	1	30	15840	
Hwy 210 LIFT ST.	07/24/17	2.6	15	7965	10	Fieldale Dr#1(L)	07/24/17	0.8	15	63720	40
Skyland Drive	07/27/17	2	15	7965	10	Fieldale Dr#2(R)	07/24/17	0.8	15	63720	40
Bradford Street	07/27/17	1	15	7965	10	Heather Court	07/24/17	0.8	15	15930	40
Kellie Drive	07/27/17	1	30	15930	10	Reeding Place	07/24/17	1	30	31860	40
Edgewater	07/25/17	1	15	7965	10	East Street	07/24/17	3	15	63720	40
Edgewcombe	07/25/17	1	30	31860	40	Smith Street	07/24/17	2.6	15	7965	
Valley Wood	07/25/17	1	15	15930	40	Wellons Street	07/24/17	2.8	15	15930	40
Creek Wood	07/25/17	0.8	15	15930	40	Kay Drive	07/24/17	1.2	30	77970	15
White Oak Drive	07/25/17	0.8	30	10620	10	Huntington Place	07/24/17	1.8	15	31860	
Brookwood Drive	07/25/17	1	15	5310	10	N. Lakeside Drive	07/24/17	2.6	15	38985	15
Runnymede Place	07/24/17	1.4	15	5310	10	Cypress Point	7/7/17	2.4	15	34890	12
Nottingham Place	07/24/17	1	30	10620	10	Quail Run	7/7/17	1.6	15	31860	
Heritage Drive	07/24/17	1.4	15	5310	10	British Court	7/7/17	1.6	15	31860	
Noble Plaza #1	07/24/17	0.8	30	10620	10	Tyler Street	7/7/17	1	30	142440	60
Noble Plaza #2	07/24/17	0.8	30	10620	10	Yelverton Road	7/7/17	2.8	15	15930	40
Pinecrest Street	07/25/17	1	30	10620	10	Ava Gardner	7/7/17	1	15	47990	
S. Sussex Drive	07/25/17	1.8	15	7965	10	Waddell Drive	7/7/17	1.8	15	7965	10
Elm Drive	07/25/17	1	15	5310	10	Henly Place	7/7/17	1.6	15	34890	12
Bradford Street	07/25/17	1	15	7965	10	Birch Street	7/7/17	1	15	34890	12
Coor Farm Supply	07/25/17	2	30	10620	10	Pine Street	7/7/17	1.4	15	38985	15
Old Goldsboro Rd.	07/25/17	1	30	10620	10	Oak Drive	7/7/17	1	15	37695	14
Hillcrest Drive	07/24/17	1.8	25	13275	10	Cedar Drive	7/7/17	1.8	15	31860	10
Eason Street	07/24/17	1	25	26550	40	Aspen Drive	7/7/17	2	15	34890	12
Magnolia circle	07/24/17	1	15	7965	10	Furlonge Street	7/7/17	1.6	15	34890	12
Rainbow Drive	07/24/17	1.5	20	26000	60	Golden Corral	7/7/17	3	15	10080	16
Rainbow Circle	07/24/17	1.4	15	19500	60	Holland Drive	7/7/17	2.8	25	16250	15
Moonbeam Circle	07/24/17	1.4	15	19500	60	Davis Street	7/7/17	1.6	15	8715	12
Ray Drive	07/24/17	1.4	25	26550	40	Caroline Ave.	7/7/17	2.8	30	63720	10
Will Drive	07/24/17	1.6	20	84960	40	Johnston Street	7/7/17	2.4	15	38985	15
Michael Lane	07/24/17	2	25	106200	40	Ryans	7/7/17	1	30	7965	
Ward Street	07/24/17	2.4	15	15930	40						

**Town of Smithfield
Water Treatment Plant**

All figures are in MGD.

Jul-17
Plant Totals

Date	Rate of Flow	Hrs. Operated	Raw Treated	Finish Metered	Plant Useage	Finish to Dist. System	% of RAW TREATED TO SYSTEM
1	3.80	22.0	3.533	3.424	0.1080	3.316	93.86
2	3.50	22.0	3.499	3.466	0.0860	3.380	96.60
3	3.50	21.0	3.438	3.458	0.0950	3.363	97.82
4	3.80	24.0	3.637	3.204	0.0910	3.113	85.59
5	3.50	23.0	3.293	3.361	0.1130	3.248	98.63
6	3.75	23.0	3.712	3.471	0.0970	3.374	90.89
7	4.50	24.0	4.188	3.661	0.0940	3.567	85.17
8	4.50	20.5	3.281	3.091	0.0930	2.998	91.37
9	3.75	22.0	3.478	3.299	0.0960	3.203	92.09
10	3.75	18.5	2.918	3.100	0.0870	3.013	103.26
11	3.50	23.0	3.351	3.175	0.0970	3.078	91.85
12	3.75	23.0	3.712	3.484	0.1010	3.383	91.14
13	3.75	24.0	3.749	3.590	0.0860	3.504	93.46
14	3.75	23.0	3.603	3.434	0.1000	3.334	92.53
15	3.75	21.5	3.248	3.000	0.0990	2.901	89.32
16	3.75	20.5	3.376	3.088	0.0880	3.000	88.86
17	3.50	21.0	3.135	3.207	0.0870	3.120	99.52
18	3.50	21.5	3.129	3.284	0.0890	3.195	102.11
19	4.00	22.0	3.834	3.361	0.0880	3.273	85.37
20	4.00	24.0	3.944	3.788	0.1100	3.678	93.26
21	4.50	22.5	4.101	3.777	0.1070	3.670	89.49
22	4.25	20.5	4.097	3.773	0.1066	3.666	89.49
23	4.00	21.5	3.530	3.378	0.1100	3.268	92.58
24	3.50	22.5	3.300	3.375	0.1090	3.266	98.97
25	4.25	21.5	3.805	3.681	0.0940	3.587	94.27
26	4.75	22.0	4.334	4.156	0.1060	4.050	93.45
27	4.75	22.5	4.384	3.516	0.0930	3.423	78.08
28	4.25	22.0	3.860	3.791	0.1000	3.691	95.62
29	4.25	19.0	3.146	2.841	0.0880	2.753	87.51
30	4.00	19.5	3.238	3.230	0.1020	3.128	96.60
31	3.50	23.5	3.420	3.532	0.1050	3.427	100.20
Total	121.60	680.5	111.273	105.996	3.026	102.970	92.54
Avg	3.92	22.0	3.589	3.419	0.098	3.322	
Max	4.75	24.0	4.384	4.156	0.113	4.050	
Min	3.50	18.5	2.918	2.841	0.086	2.753	