

The Smithfield Town Council reconvened its April 15, 2019 meeting on Tuesday, April 30, 2019 at 7:00 p.m. in the Council Chambers of the Smithfield Town Hall, Mayor M. Andy Moore presided.

Councilmen Present:

Travis Scott, Mayor Pro-Tem
David Stevens, District 2
Dr. David Barbour, District 4
Emery Ashley, At-Large
John A. Dunn, At-Large
Stephen Rabil, At-Large

Councilmen Absent

Marlon Lee, District 1

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
Shannan Parrish, Town Clerk
R. Keith Powell, Chief of Police
Greg Siler, Finance Director
Stephen Wensman, Planning Director

Reconvene: April 15, 2019 Meeting

Mayor Moore reconvened the meeting at 7:01pm

1. Non-Departmental / Nonprofit Requests

a. Annie D. Jones Child Enrichment Fund

Town Manager Michael Scott informed the Council that Executive Director Kayrese McDuffie was under the weather and could not attend tonight's meeting. He stated the Council was provided a letter by Mrs. McDuffie. The Town Manager stated the Annie D. Jones Child Enrichment Fund currently received \$3,000 and the same amount was requested for FY 2019-2020.

b. Ava Gardner Museum

Executive Director Lynell Seabold explained the Ava Gardner Museum's importance to the community and the economy of Smithfield. She explained the funds would be used to help support the salary of the Executive Director. According to the Johnston County Visitors Bureau, the Museum generated \$1.2 million to Downtown Smithfield. The Ava Gardner museum was requesting \$25,000. Funding included in FY 2019-2020 budget was \$22,000.

c. Community and Senior Services of Johnston County

Chairman Jimmy Parker explained Community and Senior Services of Johnston County provided services to older citizens. The requested funding would allow the organization to provide delivered meals to those in need. Community and Senior Services requested \$3,500. Funding included in the FY 2019-2020 budget was \$3,500.

d. Downtown Smithfield Development Corporation

Executive Director Sarah Edwards explained the partnership between the Town and the DSDC and the important roll the DSDC plays in Smithfield. She explained current and future projects. The DSDC requested \$55,000. Funding included in the FY 2019-2020 budget was \$43,316.

e. Harbor, Inc.

Executive Director Kay Johnson explained the mission of Harbor and explained the services provided. Harbor, Inc. requested \$2,500. Funding included in the FY 2019-2020 was \$2,500

f. Public Library of Johnston County and Smithfield

Library Board of Trustees Chairman Jeff Jennings informed the Council that after sixteen years of service, Executive Director Margaret Marshall would be retiring at the end of June. Mr. Jennings explained that over 9,000 residents of the Town are library patrons. Recently, the Library signed an agreement with the Johnston County Board of Education to begin a student access program. This program would allow all Johnston County school students access to all the resources of the library. The students would not have to have a library card, they could simply gain access to the library's resources by using their student identification card. Mr. Jennings explained the library was seeking funding in the amount of \$270,747 to assist with employee salaries and maintenance and

repairs. Mrs. Marshall stated the student access program was going to be a great program. Councilman Barbour questioned the percentage of Smithfield residents that visited the library. Mrs. Marshall responded there was no way to know that information. Mayor Pro-Tem Scott thanked Mrs. Marshall for her service. He questioned if there was any anticipated cost associated with the new student access program. Mrs. Marshall responded the only additional costs could potentially be the increased need to replace books. Mayor Pro-Tem Scott asked Mrs. Marshall to explain how decreased funding from the Town and/or County could affect the State's contributions to the Library. Mrs. Marshall responded the Library has a maintenance of effort that it must adhere. The State must see increases or steadiness in revenue in order to maintain the State's funding level. Funding included in the FY 2019-2020 budget was \$270,000.

g. Triangle East Chamber of Commerce

Economic Development Chair Mark McDonald addressed the Council on how the chamber can be a better resource for Smithfield. He and Executive Director Mike Mancuso explained to the Council that funding provided by the Town of Smithfield was solely used for economic development purposes. Last year, the Chamber used funding to recertify several sites in Smithfield. Mayor Moore questioned the \$1,250 spent on the Research Triangle Park Annual Event. Mr. Mancuso responded a delegation went to that event to market the area. Councilman Barbour questioned if it was more difficult for the chamber to focus on Smithfield since it added more Johnston County communities and changed its name from the Smithfield-Selma Chamber of Commerce to the Triangle East Chamber of Commerce. Mr. McDonald explained that he took full responsibility for the rebranding of the chamber because marketing each community individually was not appealing to investors, but to market the area as a region allows the chamber to represent all the communities. Councilman Ashley questioned if the Chamber worked with the area schools. Mr. Mancuso responded there were several programs and ideas the Chamber's Education committee was working on. Councilman Ashley suggested the Chamber sponsor a night at a SSS football game. The chamber could cover the admission cost. The Triangle East Chamber of Commerce requested \$4,000. Included in the FY 2019-2020 budget was \$4,000.

h. Innovation Academy

Principal Kelly Johnson and 7th Grade Science teacher Randy Parker explained the Innovation Academy was seeking \$3,500 in funding for robotics and creation of a virtual reality lab. Included in the FY 2019-2020 budget was \$1,000.

i. Neuse Charter School

Town Manager Michael Scott informed the Council that the Neuse Charter School requested \$1,000. Included in the FY 2019-2020 budget was \$1,000.

j. Smithfield Selma High School

Principal Dr. Allen informed the Council that funding this year would be used to appreciate SSS teachers and to assist with the Student Development Team. Smithfield Selma High School requested \$1,000. Included in the FY 2019-2020 budget was \$1,000.

k. Smithfield Middle School

Principal Heather Anders informed the Council that funding this year was used to purchase wall padding for the gym. FY 2019-2020 funds would be used for agenda books for the student and also staff appreciation week. In the agenda books, the Town would have the opportunity to advertise anything offered by the Town that would be of interest to the students or parents. Smithfield Middle School requested \$1,000. Included in the FY 2019-2020 budget was \$1,000.

l. South Smithfield Elementary

Hadley Lee explained the requested funding would help the school continue its efforts to build an all-inclusive community playground. The school was 1/5 of the way of achieving the funding goal. South Smithfield Elementary requested \$1,000. Included in the FY 2019-2020 budget was \$1,000.

m. West Smithfield Elementary

Principal Sharon Bryant explained the requested funding was to purchase soccer goals and soccer equipment. West Smithfield Elementary requested \$1,000. Included in the FY 2019-2020 budget was \$1,000.

2. General Fund Continued

a. Public Works

i. Streets

Public Works Director Lenny Branch highlighted some line items in the proposed FY 19-20 Public Works – Streets Department. They are as follows:

- Sidewalk/ Curb repairs – This line included additional sidewalk on Booker Dairy Road, Kellie Drive and Market Street per NCDOT agreements.
- Capital Request – Not included in the budget was the request to purchase a mini excavator at an estimated cost of \$90,000. Periodically, the Streets division encounters areas a backhoe cannot get into due to its size. On those occasions the Public Works Department has to rent a mini excavator at a cost of \$300 - \$600. Mayor Moore questioned if the Town had a mini excavator. The Town Manager responded Public Utilities has a mini excavator, but they are hesitant to share it with other Departments. Mayor Moore questioned why the two Departments couldn't share the mini excavator. Public Utilities Director Ted Credle responded it was difficult to predict when it would be needed by his staff because its use was dependent on service calls. Mr. Branch stated the Utilities Department does allow Public Works to use it but only with their employee can operate it. There could be times when one Department needs it and the other Department has it and vice versa.

1. Equity Drive

The Town Manager informed the Council repairs to Equity Drive are estimated to cost \$1 million. Public Works Director Lenny Branch reminded the Council that Equity Drive was listed as the second worst street in the Town. Other than the base, parking on the street will continue to deteriorate the condition of the road. To repair Equity Drive, the Town will utilize the FDR process as it did with Venture Drive. The design will include curb and gutter which will utilize existing ditch swales. The design would also include sidewalks on the interior perimeter of the road. The estimated cost does not include contingency funds. Councilman Ashley stated the road needed to be repaired. He questioned how the construction would be done to minimize any impact to the businesses. Mr. Branch responded construction would have to be done one lane at a time. Mayor Pro-Tem Scott questioned if the Town could incorporate a lighting plan for the area. Mr. Branch responded utilities in the area were controlled by Duke Energy Progress and he didn't feel a lighting plan was necessary. Mayor Pro-Tem Scott stated the property owners paid \$352,000 in property taxes annually and they felt that was sufficient funds to repair the road.

Councilman Barbour stated sidewalks were needed on Wilson's Mills Road because it was more dangerous than Equity Drive. While he was not opposed to repairing Equity Drive, he was not in agreement with the Town paying for amenities like sidewalks. Councilman Ashley stated the Town did not own/control Wilson's Mills Road because it was controlled by NCDOT. Councilman Barbour responded the Town should do whatever it needed to do to purchase the land needed to construct the sidewalks on Wilson's Mills Road. Councilman Barbour suggested the Town find out if the business owners along Equity Drive would consider some type of cost sharing with the Town for the constructions of the sidewalks along Equity Drive. Councilman Ashley requested staff to provide a breakdown of the cost.

Mayor Pro-Tem Scott made a motion, seconded by Councilman Ashley, to identify this project as a propriety and provide the Council will a solid cost estimate and project breakdown. Unanimously approved

ii. General Services

Public Works Director Lenny Branch highlighted some line items in the proposed FY 19-20 Public Works – General Services Department. They are as follows:

- Temporary Labor – There was an increase in this line due to the need for additional assistance with grass cutting for three additional months.

- Supplies and Operation – There was an increase in this line due to additional mulch material needed for mulching landscape beds twice a year instead of once a year.
- Capital Outlay – Not included in this budget was a ¾ ton 4 door crew cab pickup truck and additional Christmas decorations at an estimated cost of \$45,000. The pickup truck would be replacing an 11 year old truck. The Christmas decorations would be for some additions and replacements of decorations on the west side of Town.

iii. Garage

Public Works Director Lenny Branch highlighted some line items in the proposed FY 19-20 Public Works – Garage. They are as follows:

- Salaries and Wages – There was an increase in this line due to the employee surpassing his probationary period.
- Capital Outlay – Not included in the budget was a 2 post lift at an estimated cost of \$12,000. The Town Manager explained the 2 post lift was a new lift for the second bay and it was a very important piece of equipment. He asked the Council to consider adding it back into the budget.

Councilman Barbour made a motion, seconded by Councilman Ashley, to put funds in the budget for the purchase of the 2 post lift for the garage. Unanimously approved.

iv. Powell Bill

Public Works Director Lenny Branch informed the Council the Powell Bill budget was a status quo budget.

Mayor Pro-Tem Scott questioned if additional funds were placed in the Powell Bill line as they were last year. The Town Manager responded no additional funds were added. Mayor Pro-Tem Scott further questioned if the additional funding made the street resurfacing project more successful. The Town Manager responded the Town has had some difficulties with the contractor's subcontractor on the resurfacing project.

v. Sanitation

Public Works Director Lenny Branch highlighted some line items in the proposed FY 19-20 Public Works – Sanitation. They are as follows:

- Fuel – There was an increase in this line due to increased fuel costs.
- Supplies and Operation – There was an increase in this line due to the need for 100 new roll out containers. These are needed for the anticipated residential growth of the Town.
- Landfill Fees – There was an increase in this line due to the anticipated growth in the Town. The Town Manager stated revenues would also increase.
- Capital Outlay – Not included in the budget was the purchase of a Knuckle boom truck at an estimated cost of \$160,000. This equipment was needed to replace the 2005 which was the oldest in the fleet. If allowed, the new truck would go into the daily rotation, the 2005 would be surplussed and the 2007 would become the back-up truck. The Town Manager explained this equipment would need to be purchased at some point. Currently, knuckle boom trucks are on a ten year replacement. Staff has been utilizing them longer than they anticipated they would

Councilman Ashley made a motion, seconded by Councilman Rabil, to add the purchase of a knuckle boom truck back into the budget. Unanimously approved.

b. Parks and Recreation

Parks and Recreation Director Gary Johnson highlighted some line items in the proposed FY 19-20 Park and Recreation Department. They are as follows:

- Temporary Labor – There was an increase in this line due to the need for additional assistance during the grass cutting season.
- Vehicle Supplies and Maintenance – There was an increase in this line due to aging vehicles.
- Capital Outlay – Included in the budget was a Splash Pad at Smith Collins for an estimated cost of \$125,000. Council discussion included the cost of water to operate the splash pad.
- Also included in the Capital Outlay for the Parks and Recreation Department included the following: Mower Deck for Ventrac, John Deere Tractor, Community Park Playground Repair, 2 Shade Structures at Dog Park and Kayak Launch at the Boat ramp.
- Capital Outlay Not included in the budget: Shelter and Flags at Boat Ramp \$30,000, Fitness Stations at Community Park \$25,000 and 2 Dug Out Covers at Smith Collins \$9,000

Mr. Johnson explained the fitness stations were needed because of the DAV Trail that had to be constructed this year due to grant funding requirements. Councilman Barbour stated the fitness station and dug out covers should be added back into the budget.

Councilman Barbour made a motion, seconded by Councilman Ashley, to put the \$25,000 back into the budget for the fitness stations and \$9,000 for 2 dug out covers at Smith Collins Park. Unanimously approved.

c. SRAC

Parks and Recreation Director Gary Johnson highlighted some line items in the proposed FY 19-20 SRAC. They are as follows:

- Temporary Labor – There was an increase in this line for event and weekend janitorial services.
- Service Contracts – There was a decrease in this line because of the software now being utilized in the facility.
- Capital Outlay – Included in the budget were a Gym Curtain Divider and Wibit Pool Features. Not included in the budget were tables for the banquet room

d. Sarah Yard Community Center

- Capital Outlay – Included in the budget were restroom partitions. Not included in the budget was the parking lot pavement

Councilman Ashley stated more programs were need at the Sarah Yard Community Center.

Neuse Amphitheater

Parks and Recreation Director Gary Johnson informed the Council the Johnston County Visitors Bureau (JCVB) was interested in moving forward with this project. Before USDA will approve any loan for this project, an environmental study must be completed. This was needed to determine if it would be possible to do the project and to also determine if USDA would be able to fund the project through loan proceeds. The JCVB has \$300,000 in reserve funds for this project and they would also use occupancy tax funds to pay the annual debt service of \$56,000 for twenty years. The Town Manager explained the Town does not spend a lot of the occupancy tax funds because they can only be used for tourism related items. If this project were to be approved by the Council, it would essentially tie up all occupancy tax dollars for twenty years. Also, since the JCVB is not considered a government entity, the Town

would have to apply for the loan and pay the debt service. The JCVB would have to pay the Town and the Town would have to pay the debt service. The Town Manager stated he would be more comfortable if the JCVB could acquire the loan for the project. Mayor Moore explained he was concerned about the funding source because should there be a change in the occupancy tax, the Town would be responsible for the annual debt service payment. Also, in the event the General Assembly were to change the parameters of how occupancy tax funds could be used, the Town would already have funds tied up for twenty years. Mayor Pro-Tem Scott expressed his concerns about the amphitheater being located in a flood zone. Mr. Johnson responded if the Town wished to move forward with the project, an environmental study had to be conducted. Councilman Barbour expressed his support for the project stating it would add value to the Town of Smithfield. No decision was made by the Council

Burlington Park

Parks and Recreation Director Gary Johnson informed the Council he would like to remove the play structures from this park and turn it into a passive area. He explained this park was completely underutilized. No decision was made by the Council.

Mayor Pro-Tem Scott questioned the cost savings realized from the reduction in employee health costs from the 8% estimate to the 5% actual. The Town Manager responded after changing all the employee health insurance line items throughout the budget, it still was not enough to fund the two additional cars for the Police Department (take home car program) and the Fit for Duty physicals for the Fire Department.

The Town Manager explained he had to have a proposed budget to the Town Council by May 17th in order to advertise the public hearing for the June Council meeting. He assumed the Council would like for the results of the salary study to be presented at a budget meeting. A representative from Piedmont Triad Regional Council was available on May 14th to deliver the results of the salary study. Mayor Pro-Tem Scott stated he would be out of Town on May 14th.

Adjourn

Mayor Pro-Tem Scott made a motion, seconded by Councilman Ashley, to adjourn the meeting. The meeting adjourned at approximately 9:55 pm.

ATTEST:

M. Andy Moore, Mayor

Shannan L. Parrish, Town Clerk