



Mayor

M. Andy Moore

Mayor Pro-Tem

John A. Dunn

Council Members

Marlon Lee

David Stevens

Travis Scott

David Barbour

Stephen Rabil

Roger A. Wood

Town Attorney

Robert Spence, Jr.

Town Manager

Michael L. Scott

Finance Director

Greg Siler

Town Clerk

Shannan Parrish

Town Council Agenda Packet

Meeting Date: Tuesday, January 5, 2021

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 JANUARY 5, 2021
7:00 PM**

Call to Order

Invocation

Pledge of Allegiance

Approval of Agenda

Page

Presentations:

1. Public Library of Johnston County and Smithfield Update
(interim Library Director – Jeff Jennings)

Public Hearings:

1. RZ-20-09 Samet Corporation: The applicant is requesting to rezone six tracks of land totaling approximately 258.52 acres from the B-3 (Highway Entrance Business) and R-20A (Residential-Agricultural) zoning districts to the LI (Light Industrial) zoning district. The properties considered for rezoning are located on the north side of US Hwy 70 Business West, approximately 320 feet northwest of its intersection with North Rogers Drive. The properties are further identified as Johnston County Tax ID 15078011, 15078012, 15078012C, 15077033C, 15077034 and 15077033.
(Planning Director – Stephen Wensman) See attached information.....1
2. Closure of a Portion of North Ninth Street: In accordance with NCGS 160A-299, the purpose of the public hearing is to gain input from any person on the closure of the portion of North Ninth Street. Adoption of Resolution No. 673 (01-2020) issuing the closure of a portion of Ninth Street must be adopted by Council to satisfy the General Statute.
(Planning Director – Stephen Wensman) See attached **information**.....19

Citizens Comments

Consent Agenda Items:

1. Approval of Minutes: a. December 1, 2020 – Regular Meeting b. December 1, 2020 – Closed Session Meeting (Under Separate Cover).....	31
2. Bid Award to Classic Ford in the amount of \$22,546 for the purchase of a work van for the Water Plant (Public Utilities Director – Ted Credle) <u>See</u> attached information.....	49
3. Consideration and request for approval to adopt Resolution No. 674 (02- 2021) accepting the Town’s annual update to its Smithfield South District’s Local Water Supply Plan (LWSP) (Public Utilities Director – Ted Credle) <u>See</u> attached information.....	57
4. Consideration and request for approval of various budget amendments (Finance Director – Greg Siler) <u>See</u> attached information.....	65
5. Consideration and request for approval to enter an agreement with Collection Agency, Penn Credit Corporation, for the collection of past due receivables (Finance Director – Greg Siler) <u>See</u> attached information.....	69
6. Consideration and request for approval to adopt Resolution No. 675 (03-2021) adopting the Cape Fear Regional Hazardous Mitigation Plan (Town Manager – Michael Scott) <u>See</u> attached information.....	91
7. Consideration and request for approval to appoint Troy Brindle and reappoint Benton Sawrey to the Downtown Smithfield Development Corporation’s Board of Directors (Town Clerk – Shannan Parrish) <u>See</u> attached information.....	95
8. New Hire Report (HR Director/ PIO – Tim Kerigan) <u>See</u> attached information.....	103

Business Items:

1. Discussion regarding flooding in the 1600 block of South Brightleaf Boulevard (Town Manager – Michael Scott & Town Engineer – Bill Dreitzler) <u>See</u> attached information.....	105
2. Update on the Drone Program (HR/ PIO – Tim Kerigan) <u>See</u> attached information.....	107
3. Consideration and request for approval of the East River Preliminary Plat Revisions- (S-18-01) (Planning Director – Stephen Wensman) <u>See</u> attached information.....	111
4. Consideration and request for approval to adopt ZA-20-03 (Amendments to the UDO) (Planning Director – Stephen Wensman) <u>See</u> attached information.....	129

5. Consideration and request for approval to purchase an underground puller for the electric department
(Public Utilities Director – Ted Credle) See attached information.....141

6. Consideration and request for approval to update the Public Utility Capital Improvement Plan
(Public Utilities Director – Ted Credle) See attached information.....155

Councilmember’s Comments

Town Manager’s Report

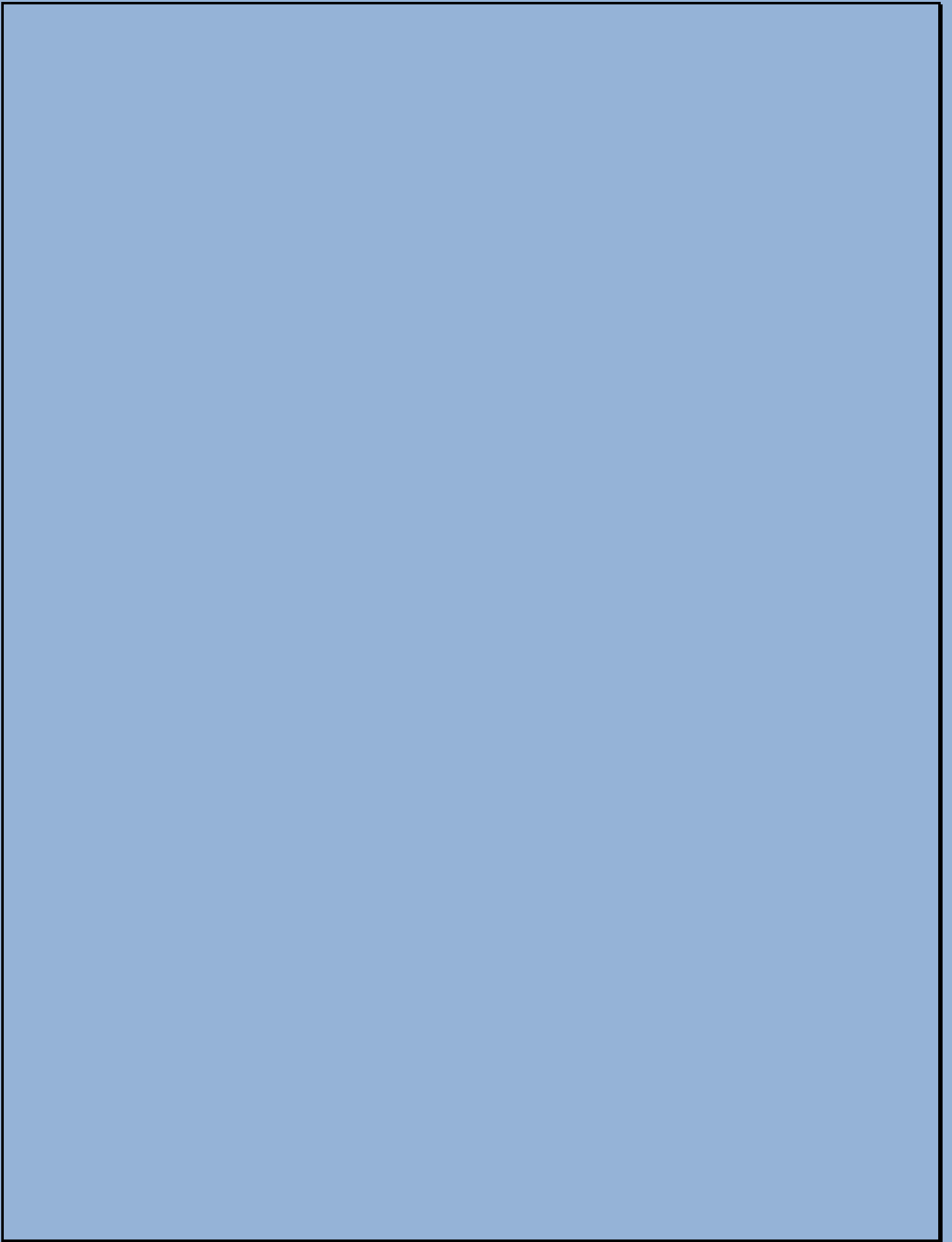
- Financial Report (See attached information).....189
- Department Reports (See attached information).....193
- **Manager’s Report** (Will be provided at the meeting)

Closed Session: In accordance with NCGS 143-318.11 (a) (3)

Reconvene in Open Session

Adjourn

Public Hearings





Request for Town Council Action

Public
Hearing: RZ-20-09
Date: 01/05/2021

Subject: Zoning Map Amendment
Department: Planning
Presented by: Planning Director – Stephen Wensman
Presentation: Public Hearing

Issue Statement

Samet Corporation is requesting the rezoning of six properties, 258.52 acres, to the Light Industrial Zoning District.

Financial Impact

None.

Action Needed

The Town Council is respectfully requested to review the rezoning and to decide whether to approve or deny of the request.

Recommendation

Planning Staff and the Planning Board recommend approval of the rezoning RZ-20-09 with a statement declaring the request consistent with the Town of Smithfield Comprehensive Growth Management Plan and that the request is reasonable and in the public interest.

Approved: Town Manager Town Attorney

Attachments:

1. Staff Report
2. Consistency Statement
3. Application
4. **Letters of Support**
5. Adjacent Property Owner Listing and Certification
6. **Area map**



Staff Report

Agenda Item: RZ-20-09

REQUEST:

Samet Corporation is requesting the rezoning of six properties to the Light Industrial Zoning District. The request is comprised of the following properties:

Property ID #	Approx. Acreage	Current Zoning	Proposed Zoning
15078012	126.47 ^(b)	B-3/R-20A ^(a)	LI
15078012A	9.8	B-3/R-20A ^(a)	LI
15078011	57	R-20A	LI
15077033C	53.21	R-20A	LI
15077034	9.77	B-3	LI
15077033	3.52	B-3	LI

^(a) The existing parcels along West Market Street are currently **split zoned with a strip approximately 250' zoned B-3** and the remainder of the lot zoned R-20A.

^(b) Approximately 10.69 acres of parcel with Johnston County ID# 15078012 is located south of West Market Street is not included for the rezoning. This remnant will remain zoned R-20A, creating a split zoned property.

PROPERTY LOCATION:

The properties are located in West Smithfield North of Ferrall Drive and West Market Street.

SITE DATA:

Tax ID#	See table above
Acreage:	See table above
Present Zoning:	See table above
Proposed Zoning:	Light Industrial
Existing Use:	Agriculture
Proposed Use	Light Industrial
Fire District:	Town of Smithfield
School Impacts:	None
Parks and Recreation:	None
Water and Sewer Provider:	Town of Smithfield
Electric Provider:	Duke

ENVIRONMENTAL:

The properties are not located within a floodplain. There appears to be a delineated wetland and blueline stream on the property considered for rezoning.

ADJACENT ZONING AND LAND USES: **(see attached map for complete listing)**

	Zoning	Existing Land Uses
North	R-20A (Residential/Agriculture)	Agriculture/Low Density Residential
South	R-10 (Residential)	Residential
East	R-20A (Residential/Agriculture)	Agriculture
West	B-3 and R-20A	Agriculture/Low Density Residential

ANALYSIS:

The applicant is requesting the rezoning of 6 parcels to Light Industrial to develop an industrial park.

Access to the proposed industrial park would be from West Market Street and Ferrall Drive.

The rezoning to Light Industrial is consistent with the comprehensive plan designation for the parcels involved. These properties were guided for industrial with the intent to attract industrial development in this location.

There has been part of a coordinated effort between the Town of Smithfield and the Johnston County Economic Development to have these properties certified through the Commerce **Department's Certified Sites program to attract industrial developers.**

The industrial zoning has the potential to create some conflicts with the adjacent R-10 residential zoning. To mitigate conflicts, the UDO requires a Type C buffer for industrial areas **adjacent to residential areas. A Type C buffer is a 6' or greater opaque fence with 3 overstory trees and 12 shrubs per 100'.**

Article 6, Section 6.5, Table of Uses provides a complete list of uses that are permitted or require special use permits. Some of the permitted and special uses include (P=Permitted, S=Special Use Permit):

- Community College S
- Governmental Buildings & Uses P
- Crematory P
- Building Materials sales and storage P
- Carpet and upholstery cleaners P
- Light Manufacturing P
- Contractors with outdoor storage P
- Fuel and ice dealers S

- Research offices and labs P
- Motor freight terminals P
- Distilleries P
- Exterminating Services P
- Funeral Homes S
- Outdoor sales and service yards P
- Solar farms S
- Wind farms S

Note: Zoning Text Amendment ZA-20-03 may result in some changes to the list of permitted and special uses in the Light and Heavy Zoning Districts intended to better distinguish the differences between each district.

CONSISTENCY STATEMENT (Staff Opinion):

With approval of the rezoning, the Planning Board/Town Council is required to adopt a statement describing whether the action is consistent with adopted comprehensive plan and other applicable adopted plans and that the action is reasonable and in the public interest. Planning Staff considers the action to be consistent and reasonable:

- Consistency with the Comprehensive Growth Management Plan - *The Comprehensive Plan guides the area to be rezoned for industrial uses.*
- Consistency with the Unified Development Code – *the property will be developed in conformance with the UDO.*
- Compatibility with Surrounding Land Uses - *The property considered for a rezoning is will be compatible with the surrounding land uses. The UDO requires a Type C buffer between industrial and residential land uses to make potentially incompatible land uses more compatible.*

RECOMMENDATION:

Planning Staff and the Planning Board recommend approval of RZ-20-09 with a statement declaring the request consistent with the Town of Smithfield Comprehensive Growth Management Plan and that the request is reasonable and in the public interest

RECOMMENDED MOTION:

Staff recommends the following motion:

"move to approval of zoning map amendment, RZ-20-09, finding it consistent with the Town of Smithfield Comprehensive Growth Management Plan and other adopted plans, and that the amendment is reasonable and in the public interest."

**THE TOWN OF SMITHFIELD
UNIFIED DEVELOPMENT ORDINANCE
ZONING MAP AMENDMENT CONSISTENCY STATEMENT
BY THE SMITHFIELD TOWN COUNCIL
RZ-20-09**

Whereas the Smithfield Town Council, upon acting on a zoning map amendment to the *Unified Development Ordinance* and pursuant to NCGS §160A-383, is required to approve a statement describing how the action is consistent with the Town of Smithfield *Comprehensive Growth Management Plan*; and

Whereas the Smithfield Town Council, upon acting on a zoning map amendment to the *Unified Development Ordinance* and pursuant to NCGS §160A-383, is required to provide a brief statement indicating how the action is reasonable and in the public interest.

NOW THEREFORE, BE IT ADOPTED BY THE SMITHFIELD TOWN COUNCIL AS APPROPRIATE:

IN THE EVENT THAT THE MOTION TO APPROVE THE ORDINANCE IS ADOPTED,

That the final action regarding zoning map amendment RZ-20-09 is based upon review of and consistency with, the Town of Smithfield *Comprehensive Growth Management Plan* and any other officially adopted plan that is applicable, along with additional agenda information provided to the Town Council and information provided at the public meeting; and

It is the objective of the Town of Smithfield Town Council to have the *Unified Development Ordinance* promote regulatory efficiency and consistency and the health, safety, and general welfare of the community. The zoning map amendment promotes this by offering fair and reasonable regulations for the citizens and business community of the Town of Smithfield as supported by the staff report and attachments provided to the Town Council and information provided at the public meeting. Therefore, the amendment is reasonable and in the public interest.

IN THE EVENT THAT THE MOTION TO APPROVE THE ORDINANCE FAILS,

That the final action regarding zoning map amendment RZ-20-09 is based upon review of, and consistency, the Town of Smithfield *Comprehensive Growth Management Plan* and other officially adopted plans that are applicable; and

It is the objective of the Town Council to have the *Unified Development Ordinance* promote regulatory efficiency and consistency and the health, safety, and general welfare of the community. The zoning map amendment does not promote this and therefore is neither reasonable nor in the public interest.



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

REZONING APPLICATION

Pursuant to Article 4, Section 4-1 of the Unified Development Ordinance, proposed amendments may be initiated by the Town Council, Planning Board, Board of Adjustment, members of the public, or by one or more interested parties. Rezoning applications must be accompanied by nine (9) sets of the application, nine (9) sets of required plans, an Owner's Consent Form (attached), (1) electronic submittal and the application fee.

Name of Project: West Smithfield Business Park Acreage of Property: 258.52
 Parcel ID Number: 15078011, 15078012, Tax ID: 15077033, 15077033, 15077034
 Deed Book: 4899 Deed Page(s): 35 5
 Address: 2095 W. Market St, Smithfield, NC 27577
 Location: 2110 US Hwy 70 Bus, Smithfield, NC

Existing Use: Agriculture Proposed Use: Industrial / Business Park
 Existing Zoning District: Multiple - L, B, R-20A
 Requested Zoning District: Light Industrial
 Is project within a Planned Development: Yes No
 Planned Development District (if applicable): _____
 Is project within an Overlay District: Yes No
 Overlay District (if applicable): _____

FOR OFFICE USE ONLY

File Number: _____	Date Received: _____	Amount Paid: _____
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APPLICANT AFFIDAVIT

I/We, the undersigned, do hereby make application and petition to the Town Council of the Town of Smithfield to approve the subject zoning map amendment. I hereby certify that I have full legal right to request such action and that the statements or information made in any paper or plans submitted herewith are true and correct to the best of my knowledge. I understand this application, related material and all attachments become official records of the Planning Department of the Town of Smithfield, North Carolina, and will not be returned.

Brian Hall, director of dev.

Print Name

SAMEX CORP



Signature of Applicant

11/16/20

Date



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

OWNER'S CONSENT FORM

Name of Project: West Smithfield Bus. Park Submittal Date: _____

OWNERS AUTHORIZATION

I hereby give CONSENT to Samet Corporation (type, stamp or print clearly full name of agent) to act on my behalf, to submit or have submitted this application and all required material and documents, and to attend and represent me at all meetings and public hearings pertaining to the application(s) indicated above. Furthermore, I hereby give consent to the party designated above to agree to all terms and conditions which may arise as part of the approval of this application.

I hereby certify I have full knowledge the property I have an ownership interest in the subject of this application. I understand that any false, inaccurate or incomplete information provided by me or my agent will result in the denial, revocation or administrative withdrawal of this application, request, approval or permits. I acknowledge that additional information may be required to process this application. I further consent to the Town of Smithfield to publish, copy or reproduce any copyrighted document submitted as a part of this application for any third party. I further agree to all terms and conditions, which may be imposed as part of the approval of this application.

Signature of Owner *Print Name* *Date*

CERTIFICATION OF APPLICANT AND/OR PROPERTY OWNER

I hereby certify the statements or information made in any paper or plans submitted herewith are true and correct to the best of my knowledge. I understand this application, related material and all attachments become official records of the Planning Department of the Town of Smithfield, North Carolina, and will not be returned.

 Brian Hall 11/16/20
Signature of Owner/Applicant *Print Name* *Date*

FOR OFFICE USE ONLY

File Number: Date Received: Parcel ID Number:

From: Jewel's Formals <jewelbride@aol.com>
Sent: Monday, November 23, 2020 11:31 AM
To: Stephen Wensman
Cc: Tim Kerigan

Mr. Wensman... please see that the below email is delivered to Planning Board Chairman Upton for the upcoming Planning Board meeting on December 3, 2020.

Monday, November 23, 2020

Town of Smithfield
Mr. Stephen Upton - Planning Board Chairman
350 East Market Street
Smithfield, NC 27577

Re: RZ - 20-09 Samet Corporation

Chairman Upton

Please accept this letter/email as my family's support of Samet Corporation's rezoning application of the property adjoining my land. I am scheduled to be out of town on December 3rd and unable to attend the Planning Board meeting in person.

My family, the Johnston County Economic Development Office, the Town of Smithfield and the Chamber of Commerce extended funds last year to have this and other these tracts "State Certified" by the Department of Commerce. The rezoning application benefits the citizens of the Town of Smithfield and assist with marketing the property for future economic investment and job growth.

The rezoning of the property to light industrial fits within the goals and objectives by all the entities mentioned above.

Thank you and the members of the Planning Board in advance for your time and consideration.

Sincerely,
Kimberly G. Johnson
516 South 4th Street
Smithfield, NC 27577

Best,
Kim Johnson
Jewel's Formals
101 South 3rd Street
Smithfield, NC 27577
919-934-4943
www.jewelsformals.com

You can find us on facebook at - www.facebook.com/jewelsformals/



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OWNER'S CONSENT FORM

Name of Project: West Smithfield Bus. Park Submittal Date: _____

OWNERS AUTHORIZATION

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I hereby certify I have full knowledge the property I have an ownership interest in the subject of this application. I understand that any false, inaccurate or incomplete information provided by me or my agent will result in the denial, revocation or administrative withdrawal of this application, request, approval or permits. I acknowledge that additional information may be required to process this application. I further consent to the Town of Smithfield to publish, copy or reproduce any copyrighted document submitted as a part of this application for any third party. I further agree to all terms and conditions, which may be imposed as part of the approval of this application.

DocuSigned by:
JAMES R FLEMING JAMES R FLEMING 11/23/2020
Signature of Owner *Print Name* *Date*

CERTIFICATION OF APPLICANT AND/OR PROPERTY OWNER

I hereby certify the statements or information made in any paper or plans submitted herewith are true and correct to the best of my knowledge. I understand this application, related material and all attachments become official records of the Planning Department of the Town of Smithfield, North Carolina, and will not be returned.

Brian Hall Brian Hall 11/16/20
Signature of Owner/Applicant *Print Name* *Date*

FOR OFFICE USE ONLY

File Number:	Date Received:	Parcel ID Number:
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OWNERS AUTHORIZATION

I hereby give CONSENT to Samet Corporation (type, stamp or print clearly full name of agent) to act on my behalf, to submit or have submitted this application and all required material and documents, and to attend and represent me at all meetings and public hearings pertaining to the application(s) indicated above. Furthermore, I hereby give consent to the party designated above to agree to all terms and conditions which may arise as part of the approval of this application.

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[Signature] Robert D. Fleming, Managing Member Nov. 17, 2020
 Signature of Owner Print Name Date
Fleming Family Farm, LLC

CERTIFICATION OF APPLICANT AND/OR PROPERTY OWNER

I hereby certify the statements or information made in any paper or plans submitted herewith are true and correct to the best of my knowledge. I understand this application, related material and all attachments become official records of the Planning Department of the Town of Smithfield, North Carolina, and will not be returned.

[Signature] Brian Hall 11/16/20
 Signature of Owner/Applicant Print Name Date

FOR OFFICE USE ONLY

File Number: _____ Date Received: _____ Parcel ID Number: _____

Adjacent Property Owners of
RZ-20-09

TAX ID	PIN	Name	ADDRESS	City	State	Zip Code
15094038	168407-59-7512	WILSON MILLS ROAD HOLLINESS	302 Rogers Dr	Smithfield	NC	00000-0000
15093011	168519-70-0339	WALDEN, CHONDA	315 JEFFERSON ST NW	WASHINGTON	DC	20011-3123
15078012	168500-73-3381	FLEMING FAMILY FARM, LLC	1032 BRANCH LINE LN	APEX	NC	27502-2421
15078011	168500-63-4559	FLEMING FAMILY FARM, LLC	1032 BRANCH LINE LN	APEX	NC	27502-2421
15093011A	168519-70-0385	NALL, HAROLD M	1011 S PLEASANT COATES ROAD	BENSON	NC	27504
15078023C	168511-75-0254	MCCLAMB, WILBERT EDWARD	201 ELECTRA DR	CARY	NC	27513-0000
15078012A	168519-52-2147	FLEMING, JANET L	2004 FOREST DR	CLAYTON	NC	27520-0000
15077035C	168519-50-2545	GOURLEY, JOYCE MARTIN	309 HARDWOOD RIDGE	CLAYTON	NC	27520-0000
15093007	168519-60-7693	BYRD, MARY S LIFE ESTATE	3777 US 70 BUS HWY W	CLAYTON	NC	27520-6826
15079006	168511-46-9039	WOOD, ANN U.	286 LITTLE CREEK CHURCH RD	CLAYTON	NC	27520-6834
15078199V	168500-73-9566	HEATH STREET #215 LMTD PRTRSH	258 MEADOWBROOK DR	FOUR OAKS	NC	27524-8550
15078199W	168500-83-5419	HEATH STREET #215 LMTD PRTRSH	258 MEADOWBROOK DR	FOUR OAKS	NC	27524-8550
15078199I	168500-74-4750	HEATH STREET #215 LMTD PRTRSH	258 MEADOWBROOK DR	FOUR OAKS	NC	27524-8550
15077035	168519-51-2249	WILLIAMS, ZANE G	PO BOX 2590	SMITHFIELD	NC	27577-0000
15094008	168519-60-1015	OSORIO, PABLO JIMENEZ	102 S ROGERS DRIVE	SMITHFIELD	NC	27577-0000
15078013	168511-65-3653	BELL, EULA MAE LIFE ESTATE	2437 BARBOUR RD	SMITHFIELD	NC	27577-0000
15093010	168519-60-9458	MCCULLOCH, JEFFREY A	104 MILTON DRIVE	SMITHFIELD	NC	27577-0000
15093004	168519-60-5495	HEAVNER, CECIL B	P O BOX 1266	SMITHFIELD	NC	27577-0000
15078015	168511-55-6774	BELL, EULA MAE LIFE ESTATE	2437 BARBOUR RD	SMITHFIELD	NC	27577-0000
15093003	168519-60-5341	GOWER, JEWEL P LIFE ESTATE	720 CHESTNUT STREET	SMITHFIELD	NC	27577-0000
15093005	168519-60-6551	UNDERWOOD, DAVID LEE	107 N ROGERS DR	SMITHFIELD	NC	27577-0000
15077034A	168407-79-4756	SMITHFIELD CHURCH OF GOD INC	1710 W MARKET ST	SMITHFIELD	NC	27577-0000
15094026	168407-59-8772	HAMILTON, JEFFERY K	204 S ROGERS DRIVE	SMITHFIELD	NC	27577-0000
15077035H	168500-40-6654	FAY T BARNES REVOCABLE TRUST	PO BOX 1332	SMITHFIELD	NC	27577-1332
15094061	168407-59-4432	SMITH, RALPH L	PO BOX 1463	SMITHFIELD	NC	27577-1453
15L11005P	168408-89-7621	MARKET STREET 1500 LLC	PO BOX 2346	SMITHFIELD	NC	27577-2346

Adjacent Property Owners of
RZ-20-09

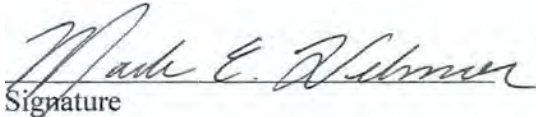
15111005Q	168408-89-7932	MARKET STREET 1500 LLC	PO BOX 2346	SMITHFIELD	NC	27577-2346
15093012	168519-70-1268	EVANS, NICHOLAS KENT	100 MILTON DR	SMITHFIELD	NC	27577-3022
15093023	168519-70-2076	WALLACE, DORIS L.	108 N RODERICK DR	SMITHFIELD	NC	27577-3024
15093022	168519-70-4271	SORENSEN, JONATHAN R	200 N RODERICK DR	SMITHFIELD	NC	27577-3026
15093006	168519-60-7526	UNDERWOOD, DAVID LEE	107 N ROGERS DR	SMITHFIELD	NC	27577-3027
15093008	168519-60-8676	BEST, HELEN M.	203 N ROGERS DR	SMITHFIELD	NC	27577-3029
15093009	168519-60-9754	BEST, HELEN M.	203 N ROGERS DR	SMITHFIELD	NC	27577-3029
15094017	168407-69-0962	BAREFOOT, ROBERT JUNIUS	104 S ROGERS DR	SMITHFIELD	NC	27577-3047
15094018	168407-59-9897	POWELL, DONNIE R	200 S RODGERS DRIVE	SMITHFIELD	NC	27577-3049
15094025	168407-59-9830	SCOTT, HERBERT A	202 S ROGERS DRIVE	SMITHFIELD	NC	27577-3049
15094027	168407-59-8636	HARDEE, RONALD ALLEN	206 S ROGERS DR	SMITHFIELD	NC	27577-3049
15094037	168407-59-7660	KEMP, JOYCE A	300 S ROGERS DR	SMITHFIELD	NC	27577-3050
15093002	168519-60-4387	KING, DIANA ELIZABETH PARKER	1930 W MARKET ST	SMITHFIELD	NC	27577-3065
15093001	168519-60-4401	HOWERTON, JOSEPH D.	1946 W MARKET ST	SMITHFIELD	NC	27577-3065
15094001	168519-60-1189	PARRISH, FRANK H	1943 W MARKET ST	SMITHFIELD	NC	27577-3066
15078019F	168500-44-7360	JOHNSON, KIMBERLY GOWER	516 S 4TH ST	SMITHFIELD	NC	27577-4454
15078020	168500-43-9522	JOHNSON, KIMBERLY GOWER	516 S 4TH ST	SMITHFIELD	NC	27577-4454
15078019D	168500-44-7903	JOHNSON, KIMBERLY GOWER	516 S 4TH ST	SMITHFIELD	NC	27577-4454
15078019C	168500-43-7994	LEE, NELL WOOD	579 LEE FARM LN	SMITHFIELD	NC	27577-9318
15077033A	168520-81-6416	KALSBECK, REBECCA T.	2111 FAIRVIEW RD	RALEIGH	NC	27608-2234
15099007	168520-80-7517	KALSBECK, REBECCA T.	2111 FAIRVIEW RD	RALEIGH	NC	27608-2234
15109062	168408-89-1410	WILKINS, MARY LILLIE TALTON	2111 FAIRVIEW RD	RALEIGH	NC	27608-2234
15077033C	168520-71-8516	JOSEPH I. LEE JR. REVOCABLE TRUST	501 MARLOWE RD	RALEIGH	NC	27609-7019
15078023B	168511-65-8305	DAVIS, WILLIE CAROL HEIRS	PO BOX 12503	DURHAM	NC	27709-2503
15077033	168520-80-2342	FLEMING, LOUISE G	200 TRADE ST APT B104	TARBORO	NC	27886-5097
15077034	168520-70-9127	FLEMING, LOUISE G	200 TRADE ST APT B104	TARBORO	NC	27886-5097
		Samet Corp. c/o Brian Hall	PO Box 8050	Greensboro	NC	27419



PLANNING DEPARTMENT
Mark E. Helmer, AICP, Senior Planner

ADJOINING PROPERTY OWNERS CERTIFICATION

I, **Mark E. Helmer**, hereby certify that the property owner and adjacent property owners of the following petition, **RZ-20-09**, were notified by First Class Mail on **12-15-20**.


Signature

Johnston County, North Carolina

I, Julianne Edmonds, Notary Public for Johnston County and State of North Carolina do hereby certify that Mark E. Helmer personally appeared before me on this day and acknowledged the due execution of the foregoing instrument. Witness my hand and official seal, this the

15th day of December, 2020


Notary Public Signature

Julianne Edmonds
Notary Public Name

My Commission expires on January 15, 2023



2100 Block of US HWY 70 Business West

Project Name:
West Smithfield
Business Park

File Number:
RZ-20-09

Existing Zoning:
B-3 & R-20A

Proposed Zoning:
Light Industrial

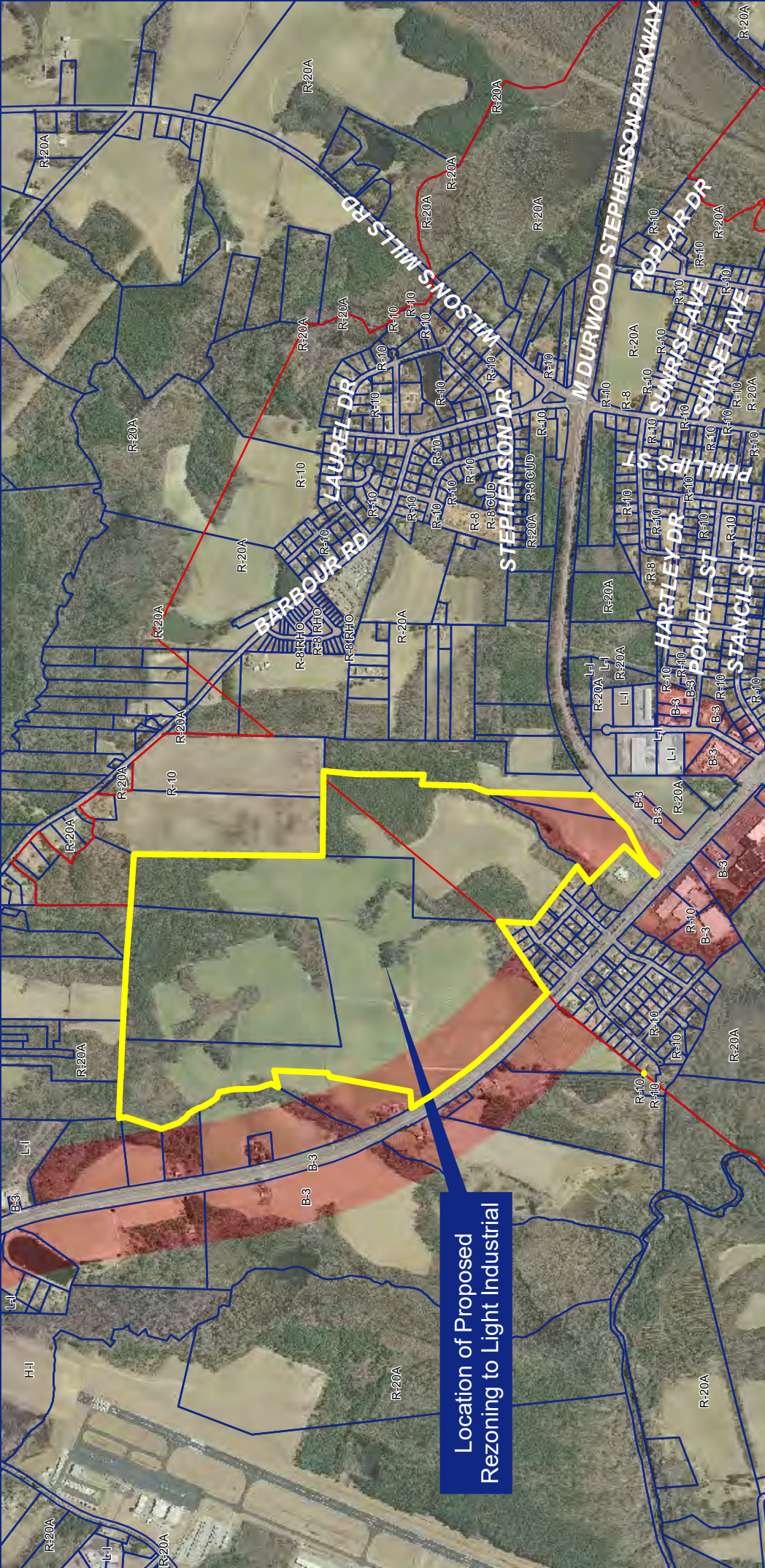
Property Owner:
Fleming Family
Farm, LLC

Location:
2100 W Market Street

Tax ID#
15078011, 15078012,
15077033C, 15077034,
15077033



1 in = 1,360 ft
Map created by the Mark E. Helmer, AICP
Senior Planner, GIS Specialist on 11/17/2020





Request for Town Council Action

Public Hearing N. 9th Street Closure
Date: 01/05/2021

Subject: Resolution to Permanent Close 9th Street Public Rights-of-Way

Department: Planning

Presented by: Planning Director – Stephen Wensman

Presentation: Public Hearing

Issue Statement

NC Statutes 160A-299 required the Town Council adopt a Resolution to close public right-of-way with a declaration to retain an easement for utility purposes.

Financial Impact

None

Action Needed

To adopt resolution to permanently close public right-of-way.

Recommendation

Staff recommends the Council adopt Resolution No. 673 (01-2021) to permanently close the Ninth Street right-of-way with a declaration to retain an easement for utility purposes.

Approved: Town Manager Town Attorney

Attachments:

1. Staff Report
2. Resolution 673 (01-2021) to permanently close North Ninth Street
3. Closure petition
4. Petition Letter
5. Plat of **North** Ninth Street



Staff Report

Public Hearing: N. 9th Street Closure

Background:

Market Street Investments has petitioned the town to close a portion of North Ninth Street between Hancock and N. Brightleaf Blvd. On December 1, 2020, the Town Council adopted Resolution No. 670 (19-2020) Intent to permanently close North Ninth Street and scheduled the public hearing for January 5, 2021 to permanently close North Ninth Street.

Petition Description:

Market Street Investments owns both sides of North Ninth Street from the northern right of way of Hancock Street to where the street now terminates at the Walgreen's **property**, 102.48 feet from North Brightleaf Boulevard and would like to close the street to facilitate a commercial development.

Analysis:

A portion of North Ninth Street was closed to the west to facilitate the development of the Walgreen Store in 2005.

The existing Ninth Street Road right-of-way requested for closure no longer benefits the abutting properties and is barricaded at the north end by Walgreens 102.48 feet south of Bright Leaf Boulevard.

The Town has existing utilities in the right-of-way and if closed, a 30-foot-wide utility easement would need to be dedicated by Market Street Investments over the utilities to provide Town access to them. Improvements within the easement would be restricted and any paving, landscaping or other allowed improvement would be subject to being disturbed without compensation should utility repairs be necessary.

All the abutting property owners have signed the petition except for Evanston Smithfield LLC, the owner of the property in which Walgreens is located. Evanston Smithfield LLC was notified of the petition with the assistance of the Town Attorney; however, they did not respond to the petition and they did not sign it.

Legal Description for Right of Way Closure for a portion of North Ninth Street:

Lying and being in the Town of Smithfield, Smithfield Township, Johnston County, North Carolina and being more particularly described as follows:

Being at a Existing Iron Pipe (EIP) a point in the southern property line of Now or Formerly Evanston Smithfield II, LLC (Walgreens) (see Plat Book 67, Page 179 and Plat Book 67, Page 178) said point having NC Grid Coordinates of N=641,910.3871, E=2,197,673.9224 (NCGS VRS, NAD

1983 (2011) GEOID 12A) thence along the southern line of Walgreens, N62°19'38"W 67.33' to an EIP in the eastern Right of Way of N Ninth Street (30' R/W see Plat Book 4, Page 393) a corner with now or formerly Lot 102 (PB 4, PG 393; DB 5502, PG 834) the TRUE point of beginning, thence with the eastern right of way of N Ninth Street S27°23'26"W 166.76' to an EIP on the northern right of way of Hancock Street (50' R/W, see PB 4, PG 393 and PB 58, PG 322) a corner with Lot 101 (PB 4, PG 393; DB 5502, PG 842) thence N62°03'00"W 30.00' to an EIP on the western R/W of N Ninth Street, a corner with now or formerly Market Street Investors (DB 5498, PG 675) thence with the western right of way of N Ninth Street N27°23'26"E 166.61' to an existing iron rebar (ERB), thence S62°19'38"E 15.00' to a magnetic nail set (MNS), said point being the southwest corner of Walgreens, thence S62°19'38"E 15.00' to the point and place of beginning and containing 5,000 SF± as shown on a plat prepared by Jimmy Barbour Surveying, PA, entitled Recombination Map for: Market Street Investors dated 10-7-2020 and being recorded in Plat Book___, Page___ Johnston County Registry.

Action Requested:

The Town Council is requested to adopt the Resolution No.673 (01-2021) to Permanently Close the North Ninth Street Public Rights-of-way.

**TOWN OF SMITHFIELD
RESOLUTION No. 673 (01-2021)
ORDERING THE CLOSING OF THAT PORTION OF
NORTH NINTH STREET BETWEEN THE INTERSECTION OF SECOND STREET AND NORTH STREET TO THE
INTERSECTION OF SECOND STREET AND HOSPITAL ROAD**

WHEREAS, on the 1st day of December 2020 the Town Council adopted a resolution entitled "Resolution Declaring the Intent of the Town Council of the Town of Smithfield to Consider the Closing of a portion of North Ninth Street extending from Hancock Street to its termination 102.48 feet South of Brightleaf Boulevard in Smithfield, North Carolina at its next regular monthly meeting, hereinafter "the Meeting", on Tuesday January 5, 2021 at 7 pm at the Town Hall in Smithfield, NC; and

WHEREAS, pursuant to the Resolution the Town Clerk was directed to publish the Resolution in the Johnstonian News once each week for four successive weeks; and

WHEREAS, the Town Clerk has advised the Town Council that the Resolution was published in the Johnstonian News as directed; and

WHEREAS, pursuant to the Resolution the Town Clerk was directed to notify all persons owning property abutting on that portion of North Second Street between Hancock Street and Brightleaf Boulevard, as shown on the county tax records by certified or registered mail of the Meeting and the purpose thereof; and

WHEREAS, pursuant to the Resolution the Town Clerk was directed to cause adequate notices of the proposed closing and of the public hearing to be posted at two locations on the public way as required by G.S. 160A-299; and

WHEREAS, the Town Clerk has advised the Town Council that adequate notices were posted on the applicable street(s) as required by G.S. 160A-299; and

WHEREAS, pursuant to the Resolution, a public hearing was held on the 5th day of January 2021, at which time all persons were granted full and complete opportunity to appear and be heard on the question of whether or not the closing would be detrimental to the public or the property rights of any individual; and,

WHEREAS, the Town utilities are located within the public right-of way and the Town wishes to retain a utility easement therefore; and,

WHEREAS, after said public hearing and after full and complete consideration of the matter, it now appears to the satisfaction of the Town Council that the closing of said street is not contrary to the public interest, and that no individual owning property, either abutting the street or in the vicinity of the street or in the subdivision in which the street is located, will as a result of the closing be thereby deprived of a reasonable means of ingress and egress to his or her property; and

NOW, THEREFORE, subject to the reservation of easements to the Town of Smithfield for utility purposes as shown on a map recorded in Book of Maps __, page __ in the office of the Johnston County Register of Deeds, the portion of Ninth Street from Hancock Street extending north to the termination of Ninth Street 102.48 feet South of Bright Leaf Boulevard is hereby closed and abandoned, and all right, title, and interest that may have been vested in the public in said area for street purposes is hereby released and abandoned to the abutting property owners in accordance with the provisions of G.S. 160A-299. The portion of the Street abandoned, subject to the reservation of easements through the abandoned street for utility purposes by the Town of Smithfield, is more particularly described as follows:

Legal Description for Right of Way Closure for a portion of North Ninth Street

Lying and being in the Town of Smithfield, Smithfield Township, Johnston County, North Carolina and being more particularly described as follows:

Being at a Existing Iron Pipe (EIP) a point in the southern property line of Now or Formerly Evanston Smithfield JI, LLC (Walgreens) (see Plat Book 67, Page 179 and Plat Book 67, Page 178) said point having NC Grid Coordinates of

N=641,910.3871, E=2, 197,673.9224 (NCGS VRS, NAO 1983 (2011) GEOID 12A) thence along the southern line of Walgreens, N62°19'38"W 67.33' to an EIP in the eastern Right of Way of N Ninth Street (30' RJW see Plat Book 4, Page393) a comer with now or formerly Lot 102 (PB 4, PG 393; DB 5502, PG 834) the TRUE point of beginning, thence with the eastern right of way of N Ninth Street S27°23'26"W 166. 76' to an EIP on the northern right of way of Hancock Street

(50' RIW, see PB 4, PG 393 and PB 58, PG 322) a comer with Lot 101 (PB 4, PG 393; DB 5502, PG 842) thence N62°03'00"W 30. 00' to an EIP on the western RJW of N Ninth Street, a comer with now or formerly Market Street Investors (DB 5498, PG 675) thence with the western right of way of N Ninth Street

N27°23'26"E 166. 61' to an existing iron rebar (ERB), thence S62°19'38"E 15. 00' to a magnetic nail set (MNS), said point being the southwest comer of Walgreens, thence S62°19'38"E 15.00' to the point and place of beginning and containing 5,000 SF± as shown on a plat prepared by Jimmy Barbour Surveying, PA, entitled Recombination Map for: Market Street Investors dated 10-7-2020 and being recorded in Plat Book Page Johnston County Registry.

Upon closing, the right-of-way vests in the adjoining property owners, each taking property from the centerline to their respective boundary. If the owners want to divide the right-of-way differently, they must themselves make that division by boundary agreement or conveyance. Any person aggrieved by the street closing, who has standing, has 30 days to appeal.

The Town Clerk is hereby ordered and directed to file in the Office of the Register of Deeds of Johnston County a certified copy of this resolution and order.

This the 5th day of January, 2021, at ____ o'clock p.m.

M. Andy Moore, Mayor

ATTEST:

Shannan L. Parrish, Town Clerk

*Legal Description for Right of Way Closure for a portion of
N. Ninth Street*

Lying and being in the Town of Smithfield, Smithfield Township, Johnston County, North Carolina and being more particularly described as follows:

Being at a Existing Iron Pipe (EIP) a point in the southern property line of Now or Formerly Evanston Smithfield II, LLC (Walgreens) (see Plat Book 67, Page 179 and Plat Book 67, Page 178) said point having NC Grid Coordinates of N=641,910.3871, E=2,197,673.9224 (NCGS VRS, NAD 1983 (2011) GEOID 12A) thence along the southern line of Walgreens, N62°19'38"W 67.33' to an EIP in the eastern Right of Way of N Ninth Street (30' R/W see Plat Book 4, Page 393) a corner with now or formerly Lot 102 (PB 4, PG 393; DB 5502, PG 834) the TRUE point of beginning, thence with the eastern right of way of N Ninth Street S27°23'26"W 166.76' to an EIP on the northern right of way of Hancock Street (50' R/W, see PB 4, PG 393 and PB 58, PG 322) a corner with Lot 101 (PB 4, PG 393; DB 5502, PG 842) thence N62°03'00"W 30.00' to an EIP on the western R/W of N Ninth Street, a corner with now or formerly Market Street Investors (DB 5498, PG 675) thence with the western right of way of N Ninth Street N27°23'26"E 166.61' to an existing iron rebar (ERB), thence S62°19'38"E 15.00' to a magnetic nail set (MNS), said point being the southwest corner of Walgreens, thence S62°19'38"E 15.00' to the point and place of beginning and containing 5,000 SF± as shown on a plat prepared by Jimmy Barbour Surveying, PA, entitled Recombination Map for: Market Street Investors dated 10-7-2020 and being recorded in Plat Book , Page Johnston County Registry.



STREETS AND ALLEYS PROCEDURE FOR PERMANENT CLOSING

<u>PROCEDURE:</u>	<u>RESPONSIBILITY:</u>
1. Submission of request to Town must include:	
a. Letter of request (petition) signed by 100% of property owners abutting the street or alley. <i>see attached for you to do</i>	Property Owners
b. Copy of recorded plat showing original layout or dedication of street or alley. <i>P.B.4, Pg 393 I have this ready</i>	Property Owners
c. Registered land surveyors plat of recent survey of Portions of street to be closed on legal sized drawing, suitable for recording and the metes and bounds description. <i>I've got this ready</i>	Property Owners
d. Non-refundable application fee of \$300.00. <i>you need to do this</i>	Property Owners
2. Review and recommendations to Town Manager by legal, planning and public works.	Town Staff
3. Recommendation to Town Council.	Town Council
4. Adopt Resolution of Intent.	Town Council
5. Public Notice	Town Clerk
a. Newspaper (one per week, four consecutive weeks).	Town Clerk
b. Posted notices (two signs on street).	Town Staff
c. Mail copy of Resolution of Intent to all adjoining property owners by Registered or Certified mail.	Town Staff
6. Public Hearing	Town Council
7. Order of Closing	Town Council
8. Record Order of Closing	Town Attorney

Market Street Investments

18825 W Catawba Ave 250

Cornelius NC 28031

Stephen Wensman

Town of Smithfield

We own the property on both sides of North Ninth Street from the northern right of way of Hancock Street to where the street now terminates at the Walgreen's property and virtually at the eastern right of way of N. Brightleaf Blvd. Currently Walgreen's has closed the street as it abuts or enters their property. Please see the attached GIS showing the Evanston Smithfield LLC property, apparently rented by Walgreen's. Also see a 2005 map recorded in Plat Book 67, page 178 showing a "closure" of the northern portion of the street in 2005. Planning Staff has not located that closure. Please find an additional 2005 plat where the closure appears clearly planned with handwritten notations that are relevant thereto. Finally note that the street is now barricaded and if memory is correct, has been barricaded for the past decade. Since the street is no longer benefitting any abutting property, and if opened would actually substantially interfere with the turn lanes to enter Walmart, we ask for the street to be closed so that we can develop our properties and extend the development across what is now the street so as to connect our property on both sides of 9th street between Hancock and Walgreen's.

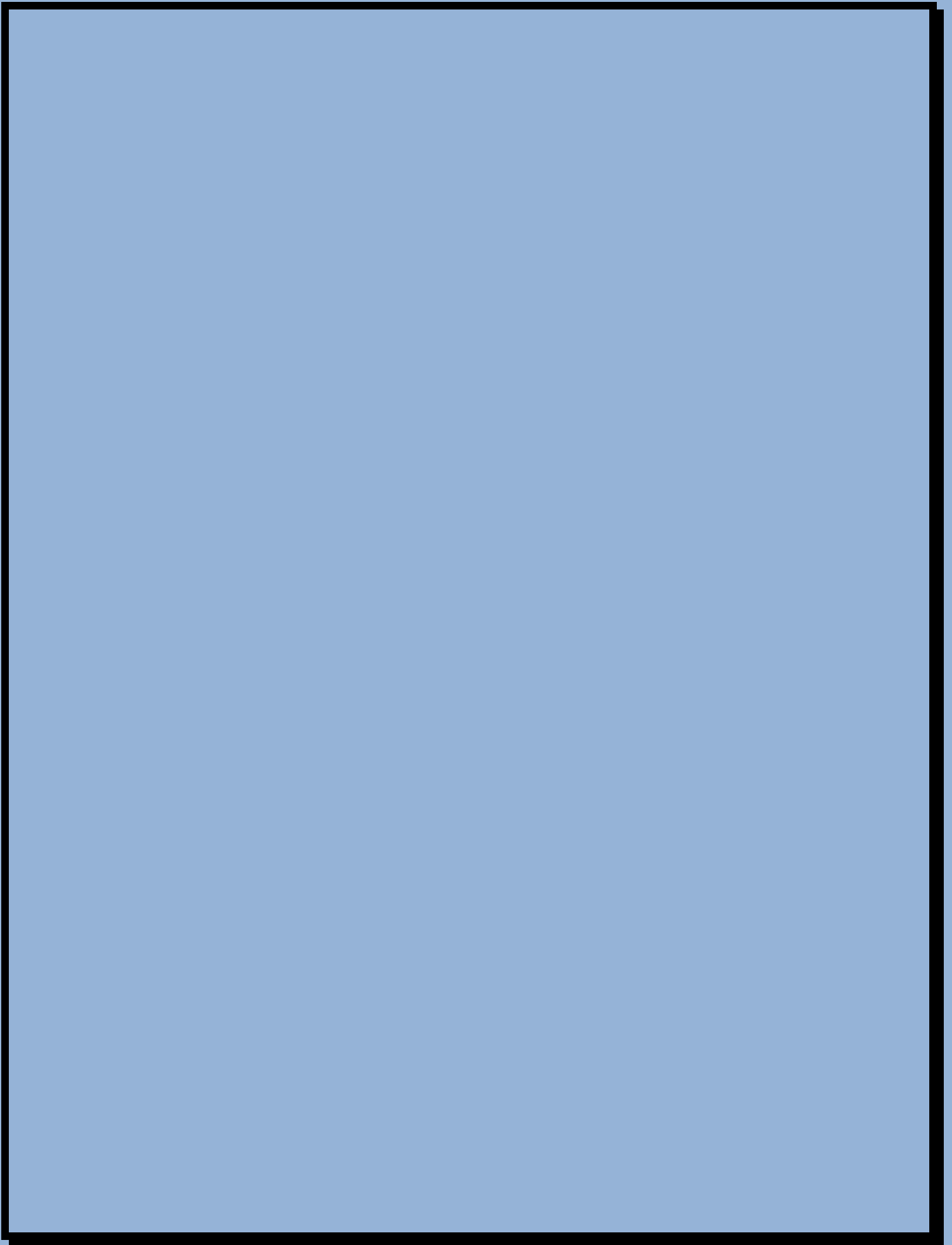
Note the surveys and the plat showing the Walgreen's easement as it extends across our property to provide the right turn access to Walgreen's blocking which blocks Ninth Street before it reaches the Walgreen's property. See also the attached pictures from 2008 showing the barricade of Ninth Street to protect the Walgreen's entrance.

We are merely attempting to close this street to bring it in accord with current development in the area and allow our lots to be developed so as to benefit the area, ourselves and the town.

Thank you for your consideration

David Dupree

Consent Agenda Items



The Smithfield Town Council met in regular session on Tuesday, December 1, 2020 at 7:00 p.m. in the Council Chambers of the Smithfield Town Hall, Mayor M. Andy Moore presided.

Councilmen Present:

John Dunn, Mayor Pro-Tem
David Stevens, District 2
Dr. David Barbour, District 4
Stephen Rabil, At-Large
Roger Wood, At-Large

Councilmen Absent

Marlon Lee, District 1
Travis Scott, District 3

Administrative Staff Present

Michael Scott, Town Manager
John Blanton, Fire Chief
Ted Credle, Public Utilities Director
Julie, Edmonds, Interim Deputy Town Clerk
Gary Johnson, Parks & Rec Director
R. Keith Powell, Chief of Police
Greg Siler, Finance Director
Stephen Wensman, Planning Director

(Note: All Town Department Heads were present, but due to Social Distancing and Mass gathering restrictions related to Covid19, they were not present in the meeting room unless an item from their Department was discussed)

Also Present

Bob Spence, Town Attorney
Bill Dreitzler, Town Engineer

Administrative Staff Absent

Lenny Branch, Public Works Director
Tim Kerigan, Human Resources/PIO
Shannan Parrish, Town Clerk

CALL TO ORDER

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

INVOCATION

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

Mayor Moore stated Town Clerk Shannan Parrish was absent due to an illness. Town Manager Michael Scott introduced Julie Edmonds Interim Deputy Town Clerk for the purpose of this meeting.

APPROVAL OF AGENDA:

Councilman Rabil made a motion, seconded by Councilman Barbour to approve the agenda with the following amendments:

Business Items:

- *Item #1 – Update on the Drone Program.* Due to the absence of Tim Kerigan, this item was removed from the agenda.
- *Item #5 – Consideration and request for approval to adopt ZA-20-03 (Amendments to the UDO).* Councilman Barbour requested this item be removed from the agenda and be discussed at a recessed meeting to be held on December 7, 2020 at 6:30 pm

Consent Agenda:

- *Item #1 – November 10, 2020 – Regular Meeting.* Additional language is needed for the Kamdon Ranch item in the minutes. This item was moved to Business Item #1.

Unanimously approved.

PRESENTATIONS:

1. Acceptance of the 2020 North Carolina American Water Works Association & Water Environment Federation Award for Potable Water Distribution System of the Year

Public Utilities Director Ted Credle informed the Town Council the Town of Smithfield had been awarded the 2020 North Carolina American Water Works Association and Water Environment Federal Award for potable water distribution system of the year. Mr. Credle explained the purpose of the North Carolina Water Distribution System of the Year award was to identify and recognize the municipality that protects the public health through proactive practices of management, operations, and maintenance of their water distribution system beyond minimum standards. To assist in these efforts, the water distribution system committee annually recognize systems in North Carolina based on the size of their system. In 2020, only three systems were selected. For the fourth consecutive year, the Town of Smithfield has won the category. Recipients of the award have demonstrated they perform quality water system maintenance procedures through the efficient use of labor, materials, equipment, and innovative methods to keep their distribution system in good working condition to minimize health hazards. The award honors the system's personnel that serve their community with a high level of professionalism and diligent work and the operation and maintenance of their water distribution system facilities. The Town of Smithfield staff make the most of their available resources, no matter how great or small.

2. Acceptance of the 2020 North Carolina American Water Works Association & Water Environment Federation Award for Sanitary Sewer Collection System of the Year

Public Utilities Director Ted Credle informed the Town Council the Town of Smithfield had been awarded the 2020 North Carolina American Water Works Association and Water Environment Federal Award for sanitary sewer collection system of the year. Mr. Credle explained the purpose of the award was to identify and recognize municipalities that protect the public health and the natural beauty of the environment through proactive practices of management, operations, and maintenance beyond what was required. To assist in these efforts, the committee annually recognizes three wastewater systems based on size small, medium, and large. For the fourth consecutive year, the Town of Smithfield has won the small count size category. Recipients of the award for collections will have demonstrated they perform quality system maintenance procedures through the efficient use of labor, materials, equipment, and innovative methods to keep their collection system in good working condition to minimize health hazards and property damage that occurred due to sanitary sewer overflows during wet and dry weather conditions. This award honors the collection system personnel that serve their community with a high level of professionalism, diligent work and the operation and maintenance of their wastewater collection system facilities. The Town of Smithfield staff have proven themselves to make the most of their available resources no matter how great or small.

3. Fiscal Year 2019-2020 Annual Audit

Finance Director Greg Siler introduced Alan Thompson from the auditing firm of Thompson, Price, Scott and Adams, PA.

Mr. Thompson informed the Council there were no significant audit findings, no difficulties were encountered, no uncorrected misstatements and no disagreements with management. Management did provide a representation letter dated October 22, 2020 and we were unaware that management was consulting without accountants or auditors. The main reason the Town hires an auditing firm is to issue an opinion on the financial statements. The auditors did issue an opinion as an unmodified report which is a good report with no financial statement findings or compliance findings on any grant or state federal funds the Town received.

Mr. Thompson explained the audit provides a comparison of the past four years. The General Fund total fund balance as a percentage available as a percentage was 85.92%. Total fund balance as a percentage of total expenditures was 105.73%. When compared to total governmental funds which is not just general funds, there was an increase of 12.29% over last year. He further explained that for the enterprise funds (Electric and Water/Sewer) you primarily look for cash flow in those funds. The Town of Smithfield has excellent cash flow in both of those funds.

Mr. Thompson explained the Town of Smithfield is financially healthy. This is due to increases in the three major fund balances and the decrease in debt.

Councilman Barbour stated on page two of the report, there is a statement that the Town needs to

review its aged accounts receivable balances and determine if those accounts deem uncollectible. He questioned how many aged accounts had fallen into that category and if the current pandemic played a factor in that opinion. Mr. Thompson responded that he would be slow to write those accounts off too because if someone were to move back into Town, you have any easy way to collect those past due amounts. As an auditor, when accounts get to a certain age, they need to be written off. Mr. Thompson stated he did not view this as a major issue, and therefore not listed as a finding in the financial statement.

Councilman Barbour stated the fund balance for 2020 was 85.92% and last year it was 90.66%, but Mr. Thompson stated the fund balance was increasing. The money in the fund balance was increasing, but the percentage in the fund balance in comparison is decreasing. Mr. Thompson explained that accounts receivable may have been higher than last year or if funds were budgeted out of fund balance, it could have an impact on the percentage even though your total fund balance percentage is higher. The components of it can differ from year to year.

Finance Director Greg Siler explained that fund balance was calculated based on cash on hand, but it is also calculated based on expenditures for the current year. Last year, the Town transferred over a million dollars from the general fund balance to aid with capital projects. As a result, loans were not needed for these capital projects. Therefore, expenses increased, and the fund balance decreased.

PUBLIC HEARINGS:

- 1. Rezoning Request – East River PUD (RZ-20-07):** The applicant was requesting substantial changes to the previously approved East River Planned Unit Development Master Plan. The subject property is located on the east and west side of Buffalo Road approximately 490 feet north of its intersection with M. Durwood Stephenson Parkway. The property is further identified as Johnston county Tax ID# 14075013.

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

Planning Director Stephen Wensman explained in 2018, the Town reviewed the original PUD master plan for the site which included 280 single family home including up to 76 attached single family units (triplexes). Also, 35 townhomes were located on the east side of Buffalo Road. Earlier this year, there was an issue with the planned stormwater pond, which was to be in the Neuse River buffer, but NCDEQ would not allow that to move forward as planned. The stormwater was redesigned which resulted in the removal of park spaces in between the rows of homes. That stormwater plan also was not feasible. Reid Smith has hired David DeYoung to redesign the site. This is the third revision to the site which has moved the stormwater towards the back near the river but not in the Neuse buffer. They have incorporated a focal point to the whole development which is a central park. The area around the central park is where the townhomes are organized which is a better design. The other change is all the townhomes are now on the east side of Buffalo Road. The different parts of the development are clearly identified and distinct.

Mr. Wensman explained that this submittal has 293 residential lots: 168 are detached single family homes, 60 are single family triplexes, and 65 are townhomes. The phasing for this development has gone from nine phases to seven phases. Phases one and two are under construction and are not affected by this change. The PUD plan alters stormwater management, adds a new central park feature, a new mail kiosk area, and guest parking for the triplex lots will be provided around the central park area. It also improves the routing of the greenway away from the cul-de-sac and second pump station.

Mr. Wensman stated there was a reimbursement agreement with the developer. With these changes the agreement will have to be amended.

Mr. Wensman explained there was a 100-foot Neuse buffer that will not be impacted by the changes. As a reminder, this development is partially within the watershed protection overlay district. The overlay district provides an extra layer of regulation intended to protect the water

supply watershed from pollution caused primarily from stormwater runoff. Within the WS IV-PA lot sizes are limited to ½ acre lots, unless cluster subdivision standards are followed (UDO Section 7.34). Impervious surfaces are limited to 24% unless the high-density option is utilized (UDO Section 10.92.6.2.3). With the high-density option, higher level of stormwater management controls is required and allows up to 75% impervious limit. The master plan complies with the cluster subdivision standards with a few exceptions. The exceptions are lot size, lot with setbacks and building separation, which was all the same that was originally proposed. Access has also changed. Originally, there were two access points on the west side of Buffalo Road and a single access to the east side of Buffalo Road. Now there are two access points on the east and west sides of Buffalo Road. The roads on the east side will be private, including the parking lot which will be maintained by the HOA. The outer loops remain at 60 feet in width, the roads are 20 foot in width with a model valley curb, and the inner street right of way is 50 feet in width. Phases six and seven are now townhomes which will require a special use permit approval. Sidewalks are shown on both sides of every street which is consistent with the original PUD. Sidewalks were required along Buffalo Road, but the Town Council allowed a 10-foot trail in lieu of the sidewalks.

Mr. Wensman explained there was a public Greenway corridor running through the middle of the development which provides public access from the road through the park to the river. The river would be the desired route for the Mountains to the Sea Trail if we can connect it to adjacent properties in the future. In the meantime, they are going to be developing the trail from the south of the center trail spine that goes through the park down around the SECU pond to the cul-de-sac. The portion will be constructed by the developer. The park to the north would be built in the future.

Park dedication was required with each final plat. The central park feature is going to be a private park with the public trail quarter running through the middle of it. The Park master Plan does not indicate a need for a park in this area, therefore, no park dedication is going towards the private park feature.

The development will be served by Town water, sewer and electrical service. Wastewater flow for the development is estimated to be 113,400 gallons per day. Phases 1 and 2 will have gravity flow and 3-5 will require a pump station to be located just beyond the Shore Court cul-de-sac. The wastewater pump station will be required to meet Town standards with appropriate public access for maintenance to the satisfaction of the Utilities Director. The pump station is shown to be located near future residential homes and potentially interfering with the required stormwater SCM maintenance accessway. The pump station should be screened from adjacent residential homes.

The stormwater management has been modified with this revised PUD Plan. In the original PUD, the exiting pond by the Neuse River was to be used as a SCM. NCDEQ rejected this proposal. In the 2nd revision, the PUD open space was dominated by SCMs which was a concern for the Town Council. The revised PUD Plan, stormwater SCMs are to be located on both sides of the exiting pond by the Neuse with additional SCMs on the east side of Buffalo Road. Both SCMs by the appear to have adequate maintenance access. More information is needed to ensure the pump station design and the SCM access are adequate and to the satisfaction of the Town.

There are no specific landscaping standards for single family residential development, however multi-family development must comply with the landscaping requirements of the UDO including bufferyard and streetyard requirements. The revised masterplan shows no bufferyard or landscape yards with the multi-family development in phases 6 & 7.

A preliminary lighting plan has been provided with the light poles within easements located just beyond the public rights-of-ways.

The development is a maintenance free development with the HOA responsible for maintenance of yards and shared open space and amenities. The Town Attorney approved the HOA documents prior to recording the final plat for the first phase. With each successive phase the HOA documents will be modified to incorporate new phases.

The plan was originally consistent with the comprehensive plan from 2018. The current comprehensive plan has a prohibition on lots that are less than 45 feet in width. Some of the lots in this development are as narrow as 37 feet. It is a conflict with a current plan, but it is conforming

with the plan that was in place when this development is originally conceived. Staff is comfortable with the PUD and believes it is in spirit and the intent of the original comprehensive plan.

The Planning Staff and Planning Board recommend approval of the Amended PUD Master Plan for the East River subdivision with the following conditions (condition #8 was added by Staff):

- 1) That all phases of the subdivision shall be incorporated into the Homeowners Association deed restrictions and covenants prior to final plat of each phase.
- 2) That a park dedication fee in lieu of parkland be paid prior to recording the final plat approval of each phase of the development consistent with Article 10, Section 10.112.8.
- 3) That the public trail be constructed successively with each phase of the development in public right-of-way or within public easements as shown on the PUD Plan, with the exception of the dead-end section of the greenway trail by the Neuse River extending to the north extent of the development and a small segment to connect to the southern extent of the development.
- 4) That the pump station and all SCM accessways be designed to meet Town's UDO requirements and to the satisfaction of the Town Engineer and Public Utilities Director's satisfaction.
- 5) The utilities shall be designed such that that extension can be made conveniently and without undue burden or expense to serve future adjacent development.
- 6) That landscaping be incorporated into each phase of the development consistent with phase 1 landscaping and that additional landscaping be placed along the edges of the development in phase 6 to provide for additional buffering.
- 7) That access to phases 6 and 7 be private maintained by the HOA.
- 8) That application for a special use permit be submitted for the townhouse development in phases 6 & 7.

Planning Staff and the Planning Board recommends approval of the zoning map amendment RZ-20-07 with 8 conditions of approval and with a statement declaring the request consistent with the Town of Smithfield Comprehensive Growth Management Plan and that the request is reasonable and in the public interest

Planning Director Stephen Wensman has incorporated his entire record and provided it to Council in written form in the December 1, 2020 agenda packet.

Mayor Moore asked if there were any questions from Council.

Mayor Pro-Tem Dunn stated when this was originally proposed to the Town Council, there was concerns about the width of the streets as it related to access for fire trucks and town garbage trucks. The plan was to keep as much parking off the street as possible. This plan has overflow parking around the park area which will be on street parking with no additional overflow parking. He asked if this was corrected. Mr. Wensman responded he was correct in his summation. Mr. Wensman further responded that through the HOA agreement there is a restriction for parking to be only on one side of the street.

Councilman Barbour questioned that if in the future, the HOA decides it does not want or cannot maintain the private roads would they petition the Town to take responsibility of those roads. Mr. Wensman explained originally the infrastructure on the east side of Buffalo Road were designed as public roads. In this revision, the streets became a parking lot to which the Town has no interest. Staff made it clear that they did not want this to be part of the public street infrastructure. Mr. Wensman responded there would be the ability for them in future to petition the Town to take responsibility of the road (not the parking lot) if there was adequate right of way and if the condition of the road were developed to Town standards.

The applicant, Reid Smith, of 114 West Main Street, Clayton, NC expressed his appreciation to the Council and to the staff for hearing this. He explained there has been some stormwater challenges. As a result, Mr. Smith brought in David DeYoung for a different approach. Mr. Smith stated this was one of the largest residential development in Smithfield and he and his staff want to be proud of it and he wants the Town Council to be proud of it. This revision was before the Council because Mr. Smith and his staff were trying to make it a better designed development. Mr. Smith explained that

the stormwater areas behind the townhouse were not desirable, so he and his staff redesigned them. Also, he wanted to rework the amenities to add a central theme to the area.

David DeYoung of 114 West Main Street, Clayton, NC stated he could answer any of the Council's questions.

Mayor Pro-Tem Dunn stated the roads were smaller than a lot of Town roads and there were initial concerns about on-street parking. Mr. DeYoung responded the loop around the central park area is being provided outside of the existing right of way so the lane edge will remain the same. Two travel lanes will be unimpeded by that on-street parking. Mr. DeYoung also explained there are currently parking spaces around the mail kiosks for Phase One and Phase Two. When all phases are completed, the mail kiosks will be moved to a central location, but the parking spaces will remain. This will allow additional overflow parking.

Mayor Pro-Tem Dunn questioned the amount of parking around the park. Mr. DeYoung responded there was between 30 and 50 spaces.

Councilman Barbour questioned since the HOA would be responsible for yard maintenance, shared amenities, and open spaces, would it also be responsible for road maintenance. Mr. DeYoung responded anything that was not designated as public, the HOA would be responsible for the maintenance. A budget is developed for all the maintenance of anything deemed as private. When the HOA was established, it was set up with initial funding from the developer. The HOA has the authority to adjust its annual dues based on its budgetary needs.

Mayor Moore stated that a previous townhome development was designed with public streets. From the beginning, the Town did not accept those streets because they were not to Town standards. Once those streets met Town standards, the Town accepted them. Mayor Moore questioned if it would be known prior to purchase of the townhomes, that the entire area would not be maintained by the Town. He stated he would ne comfortable if those residents at closing would sign something stating the roads are not the responsibility of the Town. Mr. DeYoung responded that the current process is that all public roads get bonded and the bonds are not released until they are accepted by the Town. There is a one-year warranty acceptance period where the Town can require the developer to fix any imperfections. On the plats, private road are delineated as such. Everything on the east side will be labeled private. The only thing that will be common as a street will be that it will have a name because of 911.

Councilman Barbour questioned if the street signs would be labeled as private. Mr. DeYoung responded that NCDOT and the Town of Clayton are now requiring that street signs have a small square on the sign identifying the street/ road as State, public or private. He stated they would be happy to put those on the private street/road signs.

Mayor Moore asked if there was any in attendance who wished to speak on this matter.

John Twisdale, Jr of 5536 Pine Drive, Raleigh, NC stated his family owns property on the north and south side of the development and asked that the Council consider requiring additional buffering to the adjacent properties in addition to what is currently proposed. He asked the Council to make it a condition upon approval of this change that additional buffering be installed by the developer.

Mr. Twisdale questioned as to where the two stormwater ponds would discharge. Mr. DeYoung responded those ponds will ultimately discharge into the Neuse River. They must meet stormwater control measures before they discharge on either side. Mr. Twisdale stated he was concerned where it would discharge on the west side development. Mr. Wensman responded the discharge would flow toward the river and not towards Mr. Twisdale's property.

Mr. Twisdale further asked the Council to make it a condition, it is confirmed, that the water would drain away from our property to the south instead of towards our property since we are not use where the water would drain. Mayor Moore responded it was his understanding from the applicant that water would not drain onto Mr. Twisdale's property. Mr. Smith responded the water would drain in the same way it was originally proposed which will eventually flow into the Neuse River.

Mr. Wensman explained that the plan currently has a buffer installed. It is a 40-foot buffer with a hedge row and deciduous trees. Mr. DeYoung explained phase one was already constructed and the buffer width is established because lots are already platted lots. On the other side of the development there is a 100-foot easement for natural gas and DEP. There is no way for us to increase the buffers.

Mayor Moore questioned if the plantings had been installed. Mr. DeYoung responded they were getting ready to do the plantings on that side of the road because phase one just finished platting. Landscaping will continue as houses are built in phase two.

Mr. Twisdale requested the Council consider the adjacent property owners and the visual impact that is occurring.

Councilman Barbour questioned the density of the buffer. Mr. Wensman responded there would be five overstory trees. 4 understory trees and a hedge row immediately at the edge of the lots. He reminded the Council that there was no specific landscape requirement for single family homes, but the PUD it can be negotiated. Once developed they will be substantial in density.

Mr. Twisdale stated that a tree that would be 20 to 30 feet in height would be ideal.

Mr. Smith stated the buffer was a part of the originally proposed plan and as Mr. Wensman stated they were not required to install the buffer. Mr. Smith stated he agreed to put in the landscape buffer to address the concerns of Mr. Twisdale. If Mr. Twisdale would like to secure his property further, he has room on his property to install the desired trees. Mr. Smith has in good faith put in this buffer and are committed to install it as it is currently approved.

Mr. Twisdale questioned if changes could be made to the mater plan. Mr. Wensman respond this was a new PUD master plan so the Town Council could negotiate additional conditions or changes to the plan as are appropriate to address and concerns or the needs for public safety or welfare. Since phases one and two are already approved, they cannot be changed.

Mr. Twisdale stated the development has created a hardship on the adjacent property owners. He further stated the Council as well as the developer should consider additional buffering.

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

Councilman Barbour stated that while he empathized with people living in a neighborhood that was drastically changing, he felt the developer had provided has done a good job of providing a buffer.

Councilman Barbour made a motion, seconded by Councilman Wood, to recommend approval of the revised PUD Master Plan, RZ-20-07, with the following 9 conditions of approval with a statement declaring the request consistent with the Town of Smithfield Comprehensive Growth Management Plan and that the request is reasonable and in the public interest.

- 1) That all phases of the subdivision shall be incorporated into the Homeowners Association deed restrictions and covenants prior to final plat of each phase.
- 2) That a park dedication fee in lieu of parkland be paid prior to recording the final plat approval of each phase of the development consistent with Article 10, Section 10.112.8.
- 3) That the public trail be constructed successively with each phase of the development in public right-of-way or within public easements as shown on the PUD Plan, with the exception of the dead-end section of the greenway trail by the Neuse River extending to the north extent of the development and a small segment to connect to the southern extent of the development.
- 4) That the pump station and all SCM accessways be designed to meet Town's UDO requirements and to the satisfaction of the Town Engineer and Public Utilities Director's satisfaction.

- 5) The utilities shall be designed such that that extension can be made conveniently and without undue burden or expense to serve future adjacent development.
- 6) That landscaping be incorporated into each phase of the development consistent with phase 1 landscaping and that additional landscaping be placed along the edges of the development in phase 6 to provide for additional buffering.
- 7) That access to phases 6 and 7 be private maintained by the HOA.
- 8) That application for a special use permit be submitted for the townhouse development in phases 6 & 7.
- 9) Street signs would have a designation of a private street (as outlined by NCDOT standard)

Unanimously approved.

2. **Rezoning Request - Partners Commercial Realty (RZ-20-06):** The applicant was requesting to rezone two tracks of land totaling approximately 1.98 acres from the B-2 (Business) zoning district and R-8 (Residential) zoning district to the B-3 (Business Highway Entrance) zoning district. The properties considered for rezoning are located on the west side of the intersection of North Brightleaf Boulevard and Waddell Dr. The properties are further identified as Johnston county Tax ID 15005042 and 15005041.

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

Planning Director Stephen Wensman stated that 1.9 acres have been requested to be rezoned. 1.49 acres consists of commercial property that is Brightleaf Plaza and the Enterprise Rental Car building which will go from B-2 to B-3. The residential property located behind Enterprise Rental Car (40 Waddell Drive) is a .53-acre property which will go from R-8 to B-3. The house has been removed from 40 Waddell Drive. The Sun Auto Wash and the residential lot adjacent are both zoned B-3 which is the designation the applicant is requesting. Everything behind the two properties is zoned R-8.

Mr. Wensman explained Enterprise Rental Car has outgrown its current location and the owner, Mohamed & Sons, Inc., has purchased the 0.53-acre residential property behind the business to expand the commercial area. The applicant intends to expand the Brightleaf Plaza shopping center onto the "Enterprise Rental" lot area, removing the existing building and constructing a new commercial strip building that will house Enterprise Car Rental and additional retail businesses. The entire site will be improved to address the parking needs of Enterprise Car Rental and other retail businesses, landscaping, lighting, signs, and other required improvements.

The applicant is requesting the rezoning from B-2 to B-3 to take advantage of the B-3 Districts more expansive list of allowed land uses. The request to rezone the residential lot from R-8 to B-3 is to accommodate a new commercial strip center that will accommodate the Enterprise Car Rental's expansion. The rezoning of the residential lot would create a commercial encroachment into an existing residential development, like what exists across Waddell Drive. The property across Waddell Drive contains a single-family home but is zoned is B-3 (Business) and is owned by the owner of the carwash.

Mr. Wensman pointed out that with the new Comprehensive Growth Management Plan it is based on five goals and then a number of objectives. The plan discourages encroachment of commercial uses into established residential neighborhoods. There was some feedback with the comp plan specifically to do with encroachment of commercial properties into residential neighborhoods in the downtown residential areas. The comp plan does not differentiate between downtown and other areas. The comp plan does not prohibit this but discourages it. Whenever these encroachments occur, the Council and staff must consider what is best for the community. Once it is rezoned, all those B-3 uses are allowed by right.

The comprehensive plan discourages commercial encroachments into residential districts and it stipulates that if they do, they should meet a specific criteria to minimize its impact on the residential

area, and should be done as part of planned developments. At present, the Town has no tool for a single use planned development but is working on such a tool: Conditional Zoning. Even without Conditional Zoning, the applicant is indicating that they desire the rezoning for an expansion of Brightleaf Plaza with Enterprise Rental Car as a tenant. Of course, with a rezoning, the list of potential commercial land uses is expansive and should be considered by the Town Council.

Planning Staff and the Planning Board recommend approval of the zoning map amendment RZ-20-06 with a statement declaring the request consistent with the Town of Smithfield Comprehensive Growth Management Plan and that the request is reasonable and in the public interest.

Planning Director Stephen Wensman has incorporated his entire record and provided it to Council in written form in the December 1, 2020 agenda packet.

Mayor Moore asked if there were any questions from Council.

Councilman Stevens questioned if the applicant intended to demolish the Enterprise Building. Mr. Wensman responded the building would be removed and it was a nonconforming structure. The new development will create a much more controlled entrance and exit from the property. Councilman Stevens stated there was a lot of history with that building.

Mayor Moore stated there were already single-family homes that were adjacent to the strip mall.

Mayor Moore asked if there was any in attendance who wished to speak on this matter. No one in attendance wished to speak on the matter.

Mayor Moore asked if there were any questions for the applicant. There were none.

Mayor Moore asked if staff was aware of any complaints from the adjacent neighbors. Mr. Wensman responded there have been no complaints.

Councilman Barbour questioned if there would be any buffers around the lot.

Jim Perricone Partners Equity Group, 388 Venture Drive Suite A, Smithfield NC responded the plan would be the new building would be separate from the existing building to provide parking in front and behind the building. The rear-parking lot will focus on enterprise and access for the other tenants of the additional spaces. On the property line, the intent is to put a buffer consisting of fencing and plantings. This should provide a visual and sound screening.

Mr. Wensman explained the required buffer when a commercial use is next residential use is a 20-foot type C buffer, which includes fencing and landscaping. This is a little broader buffer zone.

Mr. Perricone stated the intent was to continue to be good neighbors

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

Councilman Barbour made a motion, seconded by Councilman Rabil, to recommend approval of zoning map amendment, RZ-20-06, finding it consistent with the Town of Smithfield Comprehensive Growth Management Plan and other adopted plans, and that the amendment is reasonable and in the public interest. Unanimously approved.

CITIZEN'S COMMENTS:

- Guy Lampe of 415 North Second Street stated the Council was going to consider the water plant expansion project. He asked if the greenway trail would be relocated because of the expansion of the reservoir. Town Manager Michael Scott responded the greenway would not be relocated because a portion of the reservoir was removed.

CONSENT AGENDA:

Councilman Rabil made a motion, seconded by Councilman Wood, to approve the following items as listed on the Consent Agenda:

1. Bid was awarded to Classic Ford in the amount of \$21,987 for the purchase of a work van for the Electric Department. Bids received are as follows:
 - Classic Ford \$21,987.00
 - Deacon Jones \$22,546.00
 - NCSA \$22,926.67
2. Approval was granted to designate and install signage for “No Thru Trucks” on East Hancock Street east of Ninth Street
3. The following Advisory Appointment was approved:
 - Richard Upton was appointed to a first term on the Board of Adjustment
 - Jeremy Pearce was appointed to a first term on the Board of Adjustment
 - Brenda Waddell was reappointed to Parks and Recreation Advisory Committee for a second term.

4. New Hire Report

<u>Position</u>	<u>Department</u>	<u>Budget Line</u>	<u>Rate of Pay</u>
P/T SRAC Staff	P&R - Aquatics	10-60-6220-5100-0210	\$9.00/hr.
P/T SRAC Staff	P&R - Aquatics	10-60-6220-5100-0210	\$9.00/hr.

Current Vacancies

<u>Position</u>	<u>Department</u>	<u>Budget Line</u>
Assistant Finance Director	Finance	10-10-4200-5100-0200
Firefighter I (3 positions)	Fire	10-20-5300-5100-0200
Fire Inspector (Part-time)	Fire	10-20-5300-5100-0210
Police Officer I (5 positions)	Police	10-20-5100-5100-0200

Business Items:

1. Minutes of November 10, 2020 regular Town Council Meeting

Mayor Pro-Tem Dunn stated the minutes from the November 10th meeting as it related to business item 3 *Consideration and request for approval for Easement Amendment for Kamdon Ranch* needed additional clarification. He explained the minutes stated “*All the parties renegotiated this access and agreed to provide a 10-foot easement across a shared property line adjacent to the cemetery. This new access is a compromise for all parties.*” He stated the following should be added: The easement will be 10 feet in width, from the street to the cemetery and landscaped so as to provide vehicle and pedestrian access to the cemetery. The adjoining owners of the lots adjacent to the easement will maintain it so as to preserve accessibility.

Councilman Barbour made a motion, seconded by Councilman Stevens, to add the additional clarification to the minutes for Business Item 3 of the November 10, 2020 minutes as stated by Mayor Pro-Tem Dunn and approve the November 10, 2020 minutes. Unanimously approved.

2. Consideration and request for approval of a Social Media Policy for appointed board members and elected officials

Town Manager Michael Scott explained this policy was brought before the Council at the November meeting. It impacts all Town board members, as well as the Council. It was staff’s belief that the Council agreed with the policy as it was written, however, staff was asked to provide the policy to all board appointees for feedback. The draft feedback was sent to all appointees and staff received no negative feedback. It was suggested that a summary of the policy be provided so that someone does

not have to read through the entire policy. The Town Manager asked how the Council would like to proceed with the policy.

Councilman Barbour made a motion, seconded by Councilman Wood, to approve the policy as proposed. Unanimously approved.

Mayor Moore stated that while the summary may be a good idea, it was his recommendation that everyone read the entire policy.

3. Consideration and request for approval to adopt the 2021 Town Council Meeting Schedule

Town Manager Michael Scott informed the members of the Council that the request before them was to adopt the 2021 Town Council regular meeting schedule. He explained all meetings were scheduled for the first Tuesday of every month at 7:00 pm with the exception of the November meeting. It was the recommendation of staff to move this meeting to November 9th since November 2nd was municipal election day.

Councilman Wood made a motion, seconded by Councilman Rabil, to approve the 2021 Town Council meeting schedule with the recommendation to change to November meeting from November 2nd to November 9th. Unanimously approved.

4. Consideration and request for approval to adopt Resolution No. 670 (19-2020) setting the date or Public Hearing on the closing of a portion of 9th Street

Planning Director Stephen Wensman explained it has been requested that the section of Ninth Street from Hancock towards the entrance of Walgreens be closed. Years ago, they vacated a portion of Ninth Street in front of Walgreens to accommodate an entrance to Walgreens from Brightleaf Boulevard. The developer of the 1.2-acre site would like to vacate this right of way and combine the lots to make a larger development site. On caveat is there are public utilities in that right of way so they will have to dedicate a 30-foot easement over those utilities which the developer is aware. The request before the Council was to set the public hearing for the January meeting to discuss the closure of the street.

Councilman Stevens made a motion, seconded by Councilman Barbour, to approve Resolution No.670 (19-2020) with the intent to permanently close the North Ninth Street public right away and to schedule and advertise a public hearing for the permanent right of way closure. Unanimously approved.

TOWN OF SMITHFIELD

RESOLUTION NO. 670 (19-2020)

DECLARING THE INTENT OF THE TOWN COUNCIL OF THE TOWN OF SMITHFIELD TO CONSIDER CLOSING OF THAT PORTION OF NORTH NINTH STREET FROM HANCOCK STREET TO ITS TERMINATION 102.48 FEET SOUTH OF BRIGHT LEAF BOULEVARD.

WHEREAS, G.S. 160A-299 authorizes the Town of Smithfield to close streets and public alleys; and

WHEREAS, the Town Council considers it advisable to conduct a public hearing for the purpose of giving consideration to the closing of North Ninth Street between Hancock Street to its termination 102.48 feet South of Bright Leaf Boulevard;

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

(1) A meeting will be held at 7 p. m. on the 5th day of January, 2021 in the Town Hall Council Chambers to consider a resolution closing that portion of North Nineth Street between Hancock Street to its termination 102.48 feet South of Bright Leaf Boulevard.

(2) The Town Clerk is hereby directed to publish this Resolution of Intent once a week for

four successive weeks in the Johnstonian News.

- (3) The Town Clerk is further directed to transmit by registered or certified mail to each owner of property abutting upon that portion of said street a copy of this Resolution of Intent.
- (4) The Town Clerk is further directed to cause adequate notices of this Resolution of Intent and the scheduled public hearing to be posted as required by G.S. 160A-299.

Upon motion duly made by Councilman Stevens, and duly seconded by Councilman Barbour, the above resolution was duly adopted by the Town Council at the meeting held on the 1st day of December 2020, in the Town Hall Council Chambers.

Upon call for a vote, the following Councilmembers voted in the affirmative:

Mayor Pro-Tem Dunn, Councilman Stevens, Councilman Barbour, Councilman Rabil and Councilman Wood. Councilman Lee and Councilman Scott were absent from the meeting.

Adopted this the 1st day of December 2020 at approximately 9:00 pm in the Town Hall Council Chamber

5. Consideration and request for approval of the low bid for the construction of the water plant project outlined in Resolution No. 671 (20-2020)

Public Utilities Director Ted Credle requested the Council consider approving the proposed water plant improvement project. Mr. Credle explained in July of this year, the Town finally obtained the last approval from the State of North Carolina. This marked approval from all state and federal agencies. In October, staff went before the Local Government Commission, and they approved the request to finance the project. Shortly thereafter, we publicly bid the project. Bids were received on November 17th. During the development of this project, there has been a great deal of conversation regarding what would actually be built. Majority of the plan upgrades will occur inside existing buildings will not be visible to the outside world. A new sediment basin is an open pool of water that we use to have the heavy dirt particles settle out and fall to the bottom by gravity. The confusing term clearwell is just a tank of water, like the existing tank already on site. The reservoir will be expanded in one direction to increase storage and treatment capacity. A new sludge basin will be dug into the ground where backwash water will end up and be sent to our sludge system to remove dirt particles before returning as processed water to Buffalo Creek. The new filter which is inside of the building enables us to increase the amount of water we can treat. The new clearwell is a tank that will hold 1 million gallons of water. This new 1 million gallons of storage is required by state regulation. Town Council has already approved this construction because the last few projects submitted to the NCDEQ, which included the Johnston County Community College engineering building and the extension of phase two in East River, both had review comments from the state asking why the Town's storage was deficient. Approval for both of these projects were obtained once it was explained that the new structure would be built in 2021. The filter resides inside of the building and the sediment basin sits directly behind the building. The PAC silo will sit next to the existing chemical tank. Once treatment increases, the production of sludge also increases in a one-to-one ratio, the sludge basin will be built into the ground and will accommodate the increase in sludge production. As part of the project is the new tier for the electric generator, which will be located in front of the new building. The new generator will be an upgrade from the present tier two generator to a tier four generator, which is an EPA requirement for load management. The reservoir will be expanded to accommodate the increased intake from the river. Once enlarged, the new reservoir will have a capacity of over 20 million gallons and will be divided so each cell can be isolated for maintenance, without having to take the complete reservoir offline. The reservoir expansion and the construction around the plant will necessitate the closure of portions of the Greenway in the project area. There are no plans to relocate the Greenway. Nearly all the improvements are made away from the neighborhood on the north side of the existing building. Only the PAC silo is constructed on the south side of the building.

Mr. Credle explained bids were received on November 17th. The low bidder was identified as Shook Construction from Apex North Carolina. Their base bid was \$11,650,000. There were four alternates included as part of the bid. Once added the low bid was \$14,690,000.

Mr. Credle explained funding for this project will come from four sources: the allocation fee Johnston county paid a year ago, a State Revolving Fund loan that was offered through the NCDEQ Department of Water Infrastructure, the repurposing of already budgeted funds in this year's approved budget, and a one-time withdrawal from the Water Fund Balance. The total cost of the project was \$17,598,500.

Mr. Credle explained this project has not been without technical concerns. Staff has had to look at how traffic patterns may be affected in the area, environmental impacts that may occur because of this construction, impacts to historical grounds, and debt service payments. Early on, we employed Ramey Kemp Associates to perform a traffic study. Their analysis showed the traffic would flow at similar levels of service. Once completed, there would be no impact. For environmental concerns, we have been permitted by the state to draw more water from the Neuse River. We have obtained state approval for the treatment process upgrades, which will improve the water quality. We have received permission from the state to perform earthwork to expand the reservoir. We procured consent from the US Army Corps of Engineers to minimally disturb the wetlands so the reservoir can be enlarged. As part of this approval, we have had to show we are not harming any endangered plant or animal species. Staff also hired a consultant to search for evidence of ancient peoples both Neolithic and Native American to ensure we were not destroying any significant archaeological remains. The consultant found no evidence to indicate the presence of significant archaeological resources. Also of great concern was the debt that will arise from the construction of this project. To investigate the impact, we hired two separate consultants, the Wooten Company and Utility Financial Solutions to perform separate rate studies. Both analyses showed that rates would not have to be adjusted to afford the debt service arising from the State Revolving Fund loan. In fact, one of the key assumptions in both of these analyses place town growth at half a percent. And even at that level, we could afford this project. In fact, analysis showed the bulk sales would in effect pay for the debt service on the loan. Both analyses performed under the assumption of a 20-year loan that would be offered at an interest rate of 1.82% which was on the original offer letter. The actual offer loan shows the interest rate to be 1.11%. This lower rate has the net effect of reducing the yearly payment by about \$50,000 for a total savings over the life of a 20-year loan of almost \$1 million.

Mr. Credle stated staff was requesting the Council to approve the project, approve Shook Construction as the low bidder, and approve the proposed resolution, which will tentatively award Shook Construction the contract based upon available funding.

This project represents one step of many that is in response to the growth that is already occurring in the Town. In our utility service area, growth is here, and demand is on the rise. We have a fantastic opportunity to upgrade the plant and prepare ourselves for the growth that is occurring and will continue to occur in the future. This can all be achieved without raising rates.

Mayor Pro-Tem Dunn questioned if the \$17.6 million included the already budgeted clearwell. Mr. Credle responded it did include the clearwell. Mayor Pro-Tem Dunn further questioned the amount of engineering cost that has already been paid. Mr. Credle responded that approximately \$800,000 had been paid in engineering fees.

Mayor Moore and Councilman Rabil questioned the \$17.6 million dollar cost because they thought the proposed cost was \$15 million. Mr. Credle responded the \$15 million estimate was for construction costs only.

Mayor Moore questioned if Shook Construction had been thoroughly investigated as he was not familiar with the company. Mr. Credle responded that Shook Construction had completed water plant construction projects in several locations throughout North Carolina. Charlie Davis of the Wooten Company responded that while he had not personally worked with Shook Construction, the company has been prequalified for two other past projects which were both in North Carolina.

Mayor Moore asked if staff was comfortable with the bid price offered by Shook Construction stating his concern would be cost increases during the course of the project. Mr. Credle responded the contract price was what Shook Construction agreed to. Any change orders would have to be approved by the Council. Mr. Davis responded that all change orders would be fully vetted by the engineers before being presented to the Town.

Councilman Rabil questioned if the cost of the project included landscaping. Mr. Credle responded landscaping and fencing were included in the overall project.

Mayor Pro-Tem Dunn questioned the percentage ratio of the Water Fund Fund balance once the \$1,950,000 was used for this project. Finance Director Greg Siler responded that after the transfer, approximately 80% would remain in the fund balance.

Mayor Pro-Tem Dunn question what amount of this project would be used for repairs. Mr. Credle responded that approximately \$8 million was needed for repairs.

Councilman Wood made a motion, seconded by Councilman Barbour, to approve award the bid to Shook Construction and to approve Resolution # 671 (20-2020). Councilman Wood, Councilman Barbour, Councilman Rabil and Councilman Stevens voted in favor of the motion. Mayor Pro-Tem Dunn voted against the motion. Motion passed 4 to 1.

TOWN OF SMITHFIELD
RESOLUTION NO. 671 (20-2020)
OF AWARD OF BID
FOR THE
WATER TREATMENT PLANT IMPROVEMENTS
PROJECT NO. H-SRP-D-17-0146

WHEREAS, the Town of Smithfield publicly advertised for bids to be received for the Water Treatment Plant Improvements project to be opened November 17, 2020; and

WHEREAS, the BIDS were publicly opened on the stated date; and

WHEREAS, the apparent low Bidder is Shook Construction Company, Inc.; and

WHEREAS, the Town of Smithfield has secured funding through the NC Division of Water Infrastructure; and

WHEREAS, the Town of Smithfield intends to construct the project in accordance with the plans and specifications.

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

The Town of Smithfield award the Water Treatment Plant Improvements contract to Shook Construction Company, Inc. for the Base Bid amount of \$11,650,000.00, and the combination of Bid Alternates as may be selected by the Town, subject to the availability of funds and N.C. Division of Water Infrastructure concurrence.

Mayor Moore questioned why it would not be beneficial for the Town to purchase water from Johnston County. Mr. Credle responded it was cost prohibitive to purchase water from the County because the Town would have to pay their one-time allocation fee (which was higher than the Town). Also, the County would determine the Town's water supply and the rate it would charge.

6. Consideration and request for approval to accept the funding from NCDEQ for the financing of the water plant project outlined in Resolution No. 672 (21-2020)

Public Utilities Director Ted Credle addressed the Council on a request to accept funding from NCDEQ for the financing of the water plant project and adoption of Resolution No. 672 (21-2020). He explained the project had fixed costs that were due regardless of what is built. These costs include design services, traffic analysis, two separate rate analyses, permitting costs, archaeological findings, etc. If the loan is approved, by law, the 2% closing costs cannot be covered by loan. It is the borrower's responsibility to cover the closing cost. The cost of construction, including all four alternates, was under the \$15 million figure that was in the estimate of construction. The standard construction practice and one of the conditions of the loan is to have a 5% percent contingency based on the construction bid to be held in reserve should anything go wrong. During state review, the existing filter backwash pump was deemed too small to use, so a new pump will be needed. This was left out of

the bid because it was not in the approved funding letter and we did not want to begin the process again. The SCADA system was purposefully left out of the bid, because staff wanted our existing service provider to handle all the upgrades and changes, thereby avoiding two separate SCADA systems. Also, by contracting directly with our existing consultant, we avoid the contractor's markup on subcontracting. The previously mentioned generator upgrade from tier two to tier four has an associated cost but it is a requirement of the EPA if the generators are to be used for load management. This all totals to just under \$17.6 million. The Town has already received \$3.25 million from Johnston County. We've been approved for a State Revolving Fund loan for \$12,050,000. We have already budgeted in this year's budget \$350,000 for water plant repair issues. We propose to use the \$1,948,500 from the water fund fund balance, giving us the total of \$17,598,500 that would cover the list of cost. The debt service, which is now has a more favorable annual payment will have its first payment due in the fiscal year 2022- 2023. This will occur after the Booker Dairy loan is paid off from the water fund. For the project to be complete and balanced, two things are needed. One, we need to repurpose the already budgeted \$350,000 to go into the water plant project fund. Currently it was approved by Council to be only used for equipment repair. Second, Council will need to approve a one-time withdrawal of \$1,948,500 from the water fund fund balance and placed in the water plant project fund.. As part of the loan process, Council will need to approve a funding resolution, which accepts the loan from the NCDEQ. In order to fully fund this project staff is asking for the following specific steps: 1) approve Resolution 672, which accepts the loan from the NCDEQ for the \$12,050,000. It further acknowledges the Town will adhere to conditions of the loan, that the Town Manager will act as the Town representative in future matters and authorizes him to fill out subsequent paperwork regarding the loan on behalf of the Town. It reasserts, that the Town will abide by all state and federal financing laws. Staff is asking Council to execute the loan package by Mayoral signature. Staff is further requesting the Council repurpose the already budgeted \$350,000 and place those funds into the water plant project fund, and approve the one-time withdrawal of the \$1,948,500 from the water fund and place that into the water project fund.

Mayor Pro-Tem Dunn questioned the need for the tier four generator. Mr. Credle responded the tier four generator was necessary if the Town wished to participate in load management. The tier four generator would pay for itself in savings in approximately 6.2 years.

Councilman Barbour questioned what approval staff needed from Council. Mr. Credle responded the two major things that needed to be approved at this meeting was approval of Resolution 672 and authorize the Mayor to execute the loan package. If the Council chose to approve everything, staff would request approval of the re-purposing of the already budgeted \$350,000 and approval of the \$1,650,000 from the Water Fund Fund Balance and move it into the Water Pant Project Fund. Town Manager Michael Scott stated it was the intent of staff to gain Council approval of the funding that would be reallocated to the Water Plant Project Fund. Budget amendments would be provided to the Council for approval at the January meeting.

Councilman Barbour made a motion, seconded by Council Wood, to approve Resolution No. 672 (21-2020) which outlines the following: accepts the loan from NCDEQ in the amount of \$12,050,000, states the Town will adhere to the conditions of the loan, authorizes the Town Manager to execute future documents, and re-asserts that the Town will abide by all applicable laws. The motion also includes authorization for the Mayor to execute the loan package, approve the repurposing of the already budgeted \$350,000 and approve the withdrawal of the \$1,650,000 from the Water Fund Fund Balance into the Water Plant Project Fund. Councilman Barbour, Councilman Wood, Councilman Rabil and Councilman Stevens voted in favor of the motion. Mayor Pro-Tem Dunn voted against the motion. Motion passed 4 to 1.

Town of Smithfield
Resolution No. 672 (21-2020)
By Town Council of the Town of Smithfield

WHEREAS, the Safe Water Drinking Act Amendment of 1996 and the North Carolina Water Infrastructure Fund have authorized the making of loans and/or grants, as applicable, to aid eligible, drinking-water system owners in financing the cost of construction for eligible, drinking-water infrastructure; and

WHEREAS, the North Carolina Department of Environmental Quality has offered a State's Drinking Water State Reserve Program (DWSRP) Revolving Loan in the amount of \$12,050,000 for the construction of Expansion of Water Treatment Plant by 2.1 MGD with the following planned additions or improvements: raw & settled water pumps, 7.7 MGD raw-water reservoir, flash mixer, 3.11 MGD filter and Building, 1-MG clearwell, second backwash tank, second sludge-dewatering screw, stand by generator, PAC feed system, sedimentation basin sludge collectors for each existing sedimentation basin, fourth sedimentation basin, replace filters' air-scouring system and (2) 4.6 MGD finished-water pumps hereafter referred to as the "Project" ; and

WHEREAS, the Town of Smithfield intends to construct said Project in accordance with engineering plans and specifications that have been or will have been approved by the North Carolina Public Water Supply Section.

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

That the Town of Smithfield does hereby accept the State's Drinking Water State Reserve Program (DWSRP) Revolving Loan offer in the amount of \$12,050,000 at a maximum interest of 1.82%; and

That the Town of Smithfield does hereby give assurance to the North Carolina Department of Environmental Quality that they will adhere to all applicable items specified in the standard "Conditions" and "Assurances" of the Department's Funding offer, awarded in the form of a revolving loan; and

That Michael L. Scott Town Manager, and successors so titled, is hereby authorized and directed to furnish such information, as the appropriate State agency may request, in connection with such application of the Project; to make the Assurances as contained above; and to execute such other documents as may be required in connection with the application; and

That the Town of Smithfield has complied substantially or will comply substantially 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.

Councilmembers Comments:

- Councilman Barbour stated while dining at an out-of-Town establishment, he noticed that the water was not good. His daughter reminded him that Smithfield had award winning water. He expressed his appreciation to Town staff who diligently provide that award winning water.
- Mayor Moore informed the Council that the Christmas Tree lighting was held virtually prior to the meeting. He explained that due to Covid-19, many of the regular Christmas events had been cancelled, but other safe events had been planned. He stated all Town sponsored Christmas events could be found at www.smithfieldchristmas.com

Town Manager's Report:

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

- Toy Drop: The Toy Drop will be held on Saturday, December 5th from 9:00 am until 1:00 pm at Community Park. He encouraged everyone to bring a new unwrapped toy to the park since so many are in need of assistance due to Covid-19.
- Santa Cruise: The Santa Cruise will be held on Saturday, December 12th from 1:00 pm until 5:00 pm.
- Splash Pad: The Splash Pad at Smith Collins Park is complete. Staff will be preparing for its operation

during the warmer months. Staff will be reviewing parking for the area. Staff will discuss with the Council at the upcoming budget session if an additional parking pad is needed at that location.

- Equity Drive: This project continues to moved forward. Phase one is finishing up. Phase two will include the FDR of North and South Equity Drive.

Closed Session Pursuant to NCGS 143-318.11 (a) (4)

Councilman Barbour made a motion, seconded by Councilman Wood, to enter into Closed Session pursuant to the aforementioned statute. Unanimously approved at approximately 9:57pm

Reconvene in Open Session

Mayor Pro-Tem Dunn made a motion, seconded by Councilman Wood, to to reconvene in Open Session. Unanimously approved.

Recess

Being no further business, Councilman Barbour made a motion, seconded by Councilman Wood to recess the meeting to Monday, December 7, 2020 at 6:30 pm in the Town Hall Council Chambers. Unanimously approved.

ATTEST:

M. Andy Moore, Mayor

Shannan L. Parrish, Town Clerk



Request for Town Council Action

Consent
Agenda
Item: Award of
Bid
Date: 01/05/2021

Subject: Purchase New Vehicle for Water Plant Chemist

Department: Public Utilities

Presented by: Public Utilities Director - Ted Credle

Presentation: Consent Agenda Item

Issue Statement

The purchase of a new work truck was approved by Town Council for the current fiscal year (2020 – 2021). The desired vehicle (work van) was quoted for bid and the low bid has been submitted for approval.

Financial Impact

Approved Budgeted Amount for FY 2020-2021: \$35,000

Amount of Purchase/Bid/Contract: \$22,087 for the vehicle purchase plus an additional \$3,000 for upfitting. Total \$25,087.

Action Needed

Approve the purchase from the low bidder, Classic Ford, in the amount of \$22,087 and the additional \$3,000 for upfitting.

Recommendation

Staff recommends the approval of the proposed low bid to purchase the vehicle.

Approved: Town Manager Town Attorney

Attachments:

1. Staff Report
2. Deacon Jones – Proposed Bid
3. Classic Ford – Proposed Bid
4. **NC Sherriff's Association Pricing**



Staff Report

Consent
Agenda Award of Bid
Item:

As part of the approved budget for the present fiscal year (2020-2021), the Town Council approved funding to purchase a new work truck for the Town Water Plant Chemist to use for the Public Utilities Department. Upon review, a work van is better suited for this purpose.

The quoted vehicle is under the approved budget (\$35,000) and will fit Town needs. Staff is also asking to use up to \$3,000 to install shelving and work-related up-fit equipment in the cargo area of the van.

Ted Credle

From: Classic Ford of Smithfield
<classicfordsmithfield@classicfordsmithfield.forddirectcrmpro.com>
Sent: Tuesday, December 8, 2020 11:47 AM
To: Ted Credle
Subject: RE:RE: 2020 Ford Transit Connect Quote
Attachments: Town of Smithfield (2).pdf

Hi Ted,

Yes sir, we do. Thank you for thinking of us and reaching out.

MSRP \$27,345

Out the Door would be \$22,087

\$100 more than the one you got. I attached the window sticker. Let me know what the thoughts are and if this one will work.

Also, here is the link from our website for that vehicle. It has pics. and features.

[2019 TRANSIT CONNECT](#)

I look forward to hearing from you soon.

Sincerely,

Tabatha Morgan

Internet Sales Manager

Customer Care Coordinator

Classic Ford of Smithfield

tmorgan@millsautogroup.com

984.201.1362 Office

910.610.7599 Cell

Tabatha,

Good morning.

Does Classic Ford have another Transit Connect you could provide a "quote" for? It is OK if it is a 2020, or a 2021. Another employee in a separate department is also in need and the Transit may fit the bill for that need.

Thanks

Ted Credle, P.E.

Director of Public Utilities

Town of Smithfield

230 Hospital Road

Smithfield, NC 27577

919-934-2116 x-1162

From: Classic Ford of Smithfield

Sent: Wednesday, November 11, 2020 7:05 PM

To: Ted Credle

Subject: 2020 Ford Transit Connect Quote

3 VAL-002085 NC 9-NORMAL, NB, 302085, KB053 15735

UTIC CERT CERT TRD RAMP BUMP CAMP BOOK EXEL V R NC

MODEL57E2X K1417002 NB GU13



TRANSIT CONNECT

2019 XL CARGO VAN LWB
121" WHEELBASE
2.0L GDI I4 ENGINE
8 SPD AUTO TRANSAXLE

K1 417002
EXTERIOR FROZEN WHITE METALLIC
INTERIOR EBONY VINYL SEATS

EPA Fuel Economy and Environment Gasoline Vehicle

Fuel Economy Spec. Purpose Vehicles range from 15 to 26 MPG. The best vehicle rates 136 MPGe.

25 MPG combined city/hwy

24 city **27 highway**

4.0 gallons per 100 miles

Annual fuel cost \$1,550

Fuel Economy & Greenhouse Gas Rating (tailpipe only) Smog Rating (tailpipe only)

1 5 10 Best

This vehicle emits 353 grams CO₂ per mile. The best emits 0 grams per mile (tailpipe only). Producing and distributing fuel also create emissions; learn more at fuelconomy.gov.

- STANDARD EQUIPMENT INCLUDED AT NO EXTRA CHARGE**
- EXTERIOR**
- SIDE MOLDINGS - BLACK
 - BUMPERS - BLACK
 - DOOR HANDLES - BLACK
 - DOORS - DUAL SLIDING SIDE
 - 180-DEGREE SWING-OUT REAR GRILLE - 3-BAR, BLACK
 - HALOGEN HEADLAMPS
- INTERIOR**
- 2-WAY MANUAL DRIVER/4-WAY MANUAL PASSENGER SEATS
 - AIR COND. MANUAL FRONT
 - BLACK VINYL FLOOR COVERING
 - CARGO TIE-DOWN HOOK(S)
 - FLOOR CASLE W/ CUPHOLDERS
 - OVERHEAD STOWAGE SHELF
 - POWERPOINTS - 12V (2)
 - SMART CHARGING USB PORT(1)
 - STEERING - TILT/TELESCOPIC
- FUNCTIONAL**
- BRAKES WITH RSC
 - AIRBAGS - DUAL STAGE FRONT
 - AIRBAGS - FRONT SEAT MOUNTED SIDE IMPACT
 - AIRBAGS - SIDE AIR CURTAINS
 - EMERGENCY BRAKE ASSIST
 - SECURILOCK PASS ANTI-THEFT
 - TIRE PRESSURE MONITOR SYS
- SAFETY/SECURITY**
- AIRBAGS - DUAL STAGE FRONT
 - AIRBAGS - FRONT SEAT MOUNTED SIDE IMPACT
 - AIRBAGS - SIDE AIR CURTAINS
 - EMERGENCY BRAKE ASSIST
 - SECURILOCK PASS ANTI-THEFT
 - TIRE PRESSURE MONITOR SYS
- WARRANTY**
- 3YR/35,000 BUMPER / BUMPER
 - 5YR/60,000 POWERTRAIN
 - 5YR/60,000 ROADSIDE ASSIST

- INCLUDED ON THIS VEHICLE** (MSRP)
- ORDER CODE 100A**
- OPTIONAL EQUIPMENT/OTHER**
- 50 STATE EMISSIONS NO CHARGE
 - HEAVY DUTY BATTERY NO CHARGE
 - CRUISE CONTROL 225.00
 - FIXED REAR GLASS 295.00
 - REAR CARGO AREA LIGHT - LED 70.00
 - REVERSE SENSING SYSTEM 295.00
 - KEY FOB(S) - 2 ADDITIONAL 65.00

- PRICE INFORMATION** (MSRP)
- BASE PRICE** \$25,100.00
- TOTAL OPTIONS/OTHER** 950.00
- TOTAL VEHICLE & OPTIONS/OTHER DESTINATION & DELIVERY** 26,050.00
- 1,295.00**

RAMP ONE	CH32	CONVOY	TOTAL MSRP \$27,345.00
RAMP TWO		TEAM # 21-1117 OUT 2	
<p>Whether you decide to lease or finance your vehicle, you'll find the choices that are right for you. See your dealer for details or visit www.ford.com/finance.</p> <p>FORD CREDIT</p> <p>KB053 N RB32X 950 002085 02 05 19</p>			

GOVERNMENT 5-STAR SAFETY RATINGS

Overall Vehicle Score Not Rated

Based on the combined ratings of frontal, side and rollover. Should ONLY be compared to other vehicles of similar size and weight.

Frontal Crash	Driver	Not Rated
	Passenger	Not Rated
Side Crash	Front seat	Not Rated
	Rear seat	Not Rated
Rollover		Not Rated

Based on the risk of rollover in a single-vehicle crash. Star ratings range from 1 to 5 stars (★-★-★-★-★), with 5 being the highest. Source: National Highway Traffic Safety Administration (NHTSA). www.safercar.gov or 1-888-327-4236

Barcode: NM0L57E2XK1417002

QR Code: Smartphon OR Code

FordPass™ Connect

With a FordPass Connect-equipped vehicle, you can use FordPass to:

- Remotely start, lock and unlock your vehicle.
- Locate your vehicle and check approximate fuel range.
- Receive vehicle health alerts.

Activate 4G LTE WiFi Hotspot

- New vehicles include a complimentary 3-month or 3GB data, Wi-Fi trial.
- Connect up to 10 Wi-Fi-equipped devices.

Ask your sales consultant for more details.

FORD PROTECT

Best on Ford Protect! The only extended service plan fully backed by Ford and honored at every Ford dealership in the U.S., Canada and Mexico. See your Ford dealer or visit www.FordOwner.com.

SCAN OR TEXT: #MCH417002 TO 481232

May 10 Date
May 10 Day
APPLY
Text HELP
for help
www.ford.com/texthelp

WARNING: Operating, servicing and maintaining a passenger vehicle, pickup truck, van, or off-road vehicle can expose you to chemicals including engine exhaust, carbon monoxide, phthalates, and lead, which are known to the State of California to cause cancer and birth defects or other reproductive harm. To minimize exposure, avoid breathing exhaust, do not idle the engine except as necessary, service your vehicle in a well-ventilated area and wear gloves or wash your hands frequently when servicing your vehicle. For more information go to www.P65Warnings.ca.gov/passengervehicle.

North Carolina Sheriffs' Association (NCSA) Vehicle and Motorcycle Procurement: Bid Award Summary 21-07-0915

FORD F-750 84 CA DIESEL BASE SUPERCAB (X7D) [Specification #91]

Capital Ford Inc.	2021 Ford F-750 Diesel Base SuperCab (X7D)	Appalachia	\$55,876.00
Capital Ford Inc.	2021 Ford F-750 Diesel Base SuperCab (X7D)	Dogwood	\$55,876.00
Capital Ford Inc.	2021 Ford F-750 Diesel Base SuperCab (X7D)	Cardinal	\$55,876.00
Capital Ford Inc.	2021 Ford F-750 Diesel Base SuperCab (X7D)	Longleaf Pine	\$55,876.00

Name of Dealership Type of Vehicle Zone Base Price

FORD CREW TRANSIT VAN 150 RWD (E1Z) [Specification #92]

Piedmont Truck Center	2021 Ford Crew Transit Van 150 RWD (E1Z)	Appalachia	\$25,533.00
Piedmont Truck Center	2021 Ford Crew Transit Van 150 RWD (E1Z)	Dogwood	\$25,533.00
Piedmont Truck Center	2021 Ford Crew Transit Van 150 RWD (E1Z)	Cardinal	\$25,533.00
Piedmont Truck Center	2021 Ford Crew Transit Van 150 RWD (E1Z)	Longleaf Pine	\$25,533.00

Name of Dealership Type of Vehicle Zone Base Price

FORD TRANSIT CONNECT XL STANDARD ROOF 121"WB CARGO VAN (S7E) [Specification #93]

Four Seasons Ford, Inc.	2021 Ford Transit Connect LWB (S7E)	Appalachia	\$22,824.88
Capital Ford Inc.	2021 Ford Transit Connect LWB (S7E)	Dogwood	\$22,926.67
Four Seasons Ford, Inc.	2021 Ford Transit Connect LWB (S7E)	Cardinal	\$22,924.88
Capital Ford Inc.	2021 Ford Transit Connect LWB (S7E)	Longleaf Pine	\$22,946.67

Name of Dealership Type of Vehicle Zone Base Price

FORD TRANSIT CONNECT XL 7 PASSENGER WAGON (S9E) [Specification #94]

Four Seasons Ford, Inc.	2021 Ford Transit Connect LWB (S9E)	Appalachia	\$24,398.62
Four Seasons Ford, Inc.	2021 Ford Transit Connect LWB (S9E)	Dogwood	\$24,498.62
Four Seasons Ford, Inc.	2021 Ford Transit Connect LWB (S9E)	Cardinal	\$24,478.85
Four Seasons Ford, Inc.	2021 Ford Transit Connect LWB (S9E)	Longleaf Pine	\$24,628.95

Name of Dealership Type of Vehicle Zone Base Price

FORD TRANSIT 150 XL 8 PASSENGER LOW ROOF WAGON (K1Y) [Specification #95]

Piedmont Truck Center	2021 Ford Transit-150 Wagon (K1Y)	Appalachia	\$28,627.00
Piedmont Truck Center	2021 Ford Transit-150 Wagon (K1Y)	Dogwood	\$28,627.00
Piedmont Truck Center	2021 Ford Transit-150 Wagon (K1Y)	Cardinal	\$28,627.00
Piedmont Truck Center	2021 Ford Transit-150 Wagon (K1Y)	Longleaf Pine	\$28,627.00

Name of Dealership Type of Vehicle Zone Base Price

FORD TRANSIT 350 XL 12 PASSENGER LOW ROOF WAGON (X2Y) [Specification #96]

Piedmont Truck Center	2021 Ford Transit-350 Wagon (X2Y)	Appalachia	\$29,391.00
Piedmont Truck Center	2021 Ford Transit-350 Wagon (X2Y)	Dogwood	\$29,391.00
Piedmont Truck Center	2021 Ford Transit-350 Wagon (X2Y)	Cardinal	\$29,391.00
Piedmont Truck Center	2021 Ford Transit-350 Wagon (X2Y)	Longleaf Pine	\$29,391.00

Name of Dealership Type of Vehicle Zone Base Price

FORD TRANSIT T-150 LOW ROOF CARGO VAN - RWD (E1Y) [Specification #97]

Piedmont Truck Center	2021 Ford Transit T-150 Cargo Van (E1Y)	Appalachia	\$23,557.00
Piedmont Truck Center	2021 Ford Transit T-150 Cargo Van (E1Y)	Dogwood	\$23,557.00

Ted Credle

From: Jeff Hill <jhill@deaconjonesautogroup.com>
Sent: Tuesday, December 8, 2020 9:51 AM
To: Ted Credle
Subject: FW: Attached Image
Attachments: Attached Image

The unit is still available but we lost 1000.00 dealer cash Nov. 30th which I was passing on to you. Price now 23546.00 no tax or fees included. (See Attachment)

Jeff Hill
Deacon Jones Ford Lincoln
Goldsboro, N.C.
Sales/Fleet Manager
919-736-3387 office
800-948-5857 toll free
919-222-0090 cell

Just let me know as soon as possible. Thank you for the opportunity to help.

-----Original Message-----

From: donotreply@deaconjonesautogroup.com <donotreply@deaconjonesautogroup.com>
Sent: Tuesday, December 8, 2020 9:45 AM
To: Jeff Hill <jhill@deaconjonesautogroup.com>
Subject: Attached Image

CAUTION: This email originated from outside your organization. Do not click links, follow guidance, or open attachments unless you recognize the sender and know the content is safe.



Vehicle Description

TRANSIT CONNECT 2020 S7E0 TRANSIT CONNECT XL VAN
2.0L GDI I4 ENGINE
8 SPD AUTO TRANSAXLE

VIN NM0LS7E29L1 453572

Exterior
FROZEN WHITE METALLIC
Interior
EBONY VINYL SEATS

Standard Equipment INCLUDED AT NO EXTRA CHARGE

Price Information MSRP
STANDARD VEHICLE PRICE \$25,275

EXTERIOR

- . BUMPERS - BLACK
- . DOORS - DUAL SLIDING SIDE,
- . GRILLE - 3-BAR, BLACK (ON/OFF)

INTERIOR

- . MANUAL PASSENGER SEATS
- . BLACK VINYL FLOOR COVERING
- . FLOOR CNSL W/ CUPHOLDERS
- . POWERPOINTS - 12V (2)
- . STEERING - TILT/TELESCOPIC

FUNCTIONAL

- . FORDPASS CONNECT 4GWI-FI
- . FRONT WHEEL DRIVE
- . HILL START ASSIST
- *. POWER STEERING W/EPAS
- *. PRE-COLLISION ASSIST W/AEB
- *. REMOTE KEYLESS ENTRY

SAFETY/SECURITY

- . AIRBAGS - DUAL STAGE FRONT MOUNTED SIDE IMPACT CURTAINS
- . SECURILOCK PASS ANTI THEFT

WARRANTY

- . 5YR/60,000 POWERTRAIN

- . BODY SIDE MOLDINGS - BLACK
- . DOOR HANDLES - BLACK
- *. 180-DEGREE SWING-OUT REAR HEADLAMPS - AUTOLAMP
- . WIPERS - RAIN-SENSING
- . 6-WAY MANUAL DRIVER/4-WAY AIR COND, MANUAL FRONT
- . CARGO TIE-DOWN HOOK(S)
- . OVERHEAD STOWAGE SHELF
- . SMART CHARGING USB PORT(1)
- . BRAKES, 4-WHEEL DISC/ABS
- . HOTSPOT TELEMATICS MODEM
- . FUEL TANK - -15.8 GAL
- *. LIGHT REAR CARGO POWER WINDOWS & LOCKS
- *. REAR VIEW CAMERA
- . ADVANCETRAC WITH RSC
- . AIRBAGS - FRONT SEAT
- . AIRBAGS - SIDE AIR
- . EMERGENCY BRAKE ASSIST
- . TIRE PRESSURE MONITOR SYS
- . 3YR/36,000 BUMPER / BUMPER
- . 5YR/60,000 ROADSIDE ASSIST

Included on this Vehicle
ORDER CODE 100A

Optional Equipment

- 2020 MODEL YEAR
- FROZEN WHITE METALLIC
- EBONY VINYL SEATS
- . 2.0L GDI I4 ENGINE
- . 8 SPD AUTO TRANSAXLE
- . P215/55R16 BSW
- 5302 LB GVWR
- 50 STATE EMISSIONS
- HEAVY DUTY BATTERY
- *. CRUISE CONTROL 225
- *. REVERSE SENSING SYSTEM 295

TOTAL VEHICLE & OPTIONS 26,795
DESTINATION & DELIVERY 1,295

TOTAL MSRP \$27,090

Disclaimer: Option pricing will be blank for any item that is priced as 0 or "No Charge".

Vehicle Engine Information

Actual mileage will vary with options, driving conditions, driving habits and vehicle's condition. Results reported to EPA indicate that the majority of vehicles with these estimates will achieve between _ and _ mpg in the city and between _ and _ mpg on the highway. For Comparison Shopping all vehicles classified as _ have been issued mileage ratings from _ to _ mpg city and _ to _ mpg highway.



Estimated Annual Fuel Cost: \$



Ford Extended Service Plan is the ONLY service contract backed by Ford and honored by the Ford and Lincoln dealers. Ask your dealer for prices and additional details or see our website at www.Ford-ESP.com.

This Unit in Stock - Ready for Delivery

Bro Quote: Town of Smithfield

23546.00

No Tax or FEES Inc.



Request for Town Council Action

Consent Resolution
Agenda Adopting
Item: LWSP
Date: 01/05/2021

Subject: Adopting the Local Water Supply plan for the Smithfield South Water District

Department: Public Utilities

Presented by: Public Utilities Director - Ted Credle

Presentation: Consent Agenda Item

Issue Statement

The annual report to the NCDEQ has been filed; however, acceptance will only be finalized once the Town Council adopts the update to the Smithfield South Water **District's** Local Water Supply Plan (LWSP)

Financial Impact

None.

Action Needed

Adopt Resolution No. 674 (02-2021) for the **Smithfield South Water District's Local Water Supply Plan**

Recommendation

Staff recommends adoption of Resolution No. 674 (02-2021)

Approved: Town Manager Town Attorney

Attachments:

1. Staff Report
2. Filed Plan for 2019
3. Letter of Notification
4. Resolution No. 674 (02-2021)



Staff Report

Consent Resolution
Agenda Adopting
Item: LWSP

The Public Utilities Department must file an annual update to the North Carolina Department of Environmental Quality (NCDEQ) regarding **the Smithfield South Water District's annual** update to its Local Water Supply Plan (LWSP). After the filing is reviewed by the NCDEQ, and clarifications are made, the State accepts the plan as public record. This annual update is finalized only after the local governing body passes a resolution approving the update, in accordance with General Statute 143-555 (l).

Smithfield South

2019 ▼

The Division of Water Resources (DWR) provides the data contained within this Local Water Supply Plan (LWSP) as a courtesy and service to our customers. DWR staff does not field verify data. Neither DWR, nor any other party involved in the preparation of this LWSP attests that the data is completely free of errors and omissions. Furthermore, data users are cautioned that LWSPs labeled **PROVISIONAL** have yet to be reviewed by DWR staff. Subsequent review may result in significant revision. Questions regarding the accuracy or limitations of usage of this data should be directed to the water system and/or DWR.

1. System Information

Contact Information

Water System Name: Smithfield South PWSID: 40-51-007
Mailing Address: P. O. Box 761
Smithfield, NC 27577 Ownership: Municipality

Contact Person: Ted Credle Title: Public Utility Director
Phone: 919-934-1688 Cell/Mobile: --

Secondary Contact: Dale Boyette Phone: 919-934-2661
Mailing Address: Po Box 761 Cell/Mobile: --
Smithfield, NC 27577

Provisional

Distribution System

Line Type	Size Range (Inches)	Estimated % of lines
Polyvinyl Chloride	2-6	100.00 %

What are the estimated total miles of distribution system lines? 6 Miles

How many feet of distribution lines were replaced during 2019? 0 Feet

How many feet of new water mains were added during 2019? 0 Feet

How many meters were replaced in 2019? 0

How old are the oldest meters in this system? 20 Year(s)

How many meters for outdoor water use, such as irrigation, are not billed for sewer services? 60

What is this system's finished water storage capacity? 0.0000 Million Gallons

Has water pressure been inadequate in any part of the system since last update? *Line breaks that were repaired quickly should not be included.* No

Programs

Does this system have a program to work or flush hydrants? Yes, As Needed

Does this system have a valve exercise program? Yes, As Needed

Does this system have a cross-connection program? No

Does this system have a program to replace meters? No

Does this system have a plumbing retrofit program? No

Does this system have an active water conservation public education program? No

Does this system have a leak detection program? No

Water Conservation

What type of rate structure is used? Increasing Block

How much reclaimed water does this system use? 0.0000 MGD For how many connections? 0

Does this system have an interconnection with another system capable of providing water in an emergency? Yes

2. Water Use Information

Service Area

Sub-Basin(s)	% of Service Population	County(s)	% of Service Population
Neuse River (10-1)	100 %	Johnston	100 %

What was the year-round population served in 2019? 660

Has this system acquired another system since last report? No

Water Use by Type

Type of Use	Metered Connections	Metered Average Use (MGD)	Non-Metered Connections	Non-Metered Estimated Use (MGD)
Residential	247	0.0420	0	0.0000
Commercial	37	0.0020	0	0.0000
Industrial	0	0.0000	0	0.0000
Institutional	1	0.0070	0	0.0000

How much water was used for system processes (backwash, line cleaning, flushing, etc.)? 0.0000 MGD

3. Water Supply Sources

Monthly Withdrawals & Purchases

	Average Daily Use (MGD)	Max Day Use (MGD)		Average Daily Use (MGD)	Max Day Use (MGD)		Average Daily Use (MGD)	Max Day Use (MGD)
Jan	0.0540		May	0.0540		Sep	0.0540	
Feb	0.0540		Jun	0.0540		Oct	0.0540	
Mar	0.0540		Jul	0.0540		Nov	0.0540	
Apr	0.0540		Aug	0.0540		Dec	0.0540	



Water Purchases From Other Systems

Seller	PWSID	Average Daily Purchased (MGD)	Days Used	MGD	Contract Expiration	Recurring	Required to comply with water use restrictions?	Pipe Size(s) (Inches)	Use Type
Johnston County	03-51-070	0.0540	365	0.0000		Yes	No	6	Regular

4. Wastewater Information

Monthly Discharges

	Average Daily Discharge (MGD)		Average Daily Discharge (MGD)		Average Daily Discharge (MGD)
Jan	0.0450	May	0.0370	Sep	0.0430
Feb	0.0380	Jun	0.0410	Oct	0.0420
Mar	0.0400	Jul	0.0430	Nov	0.0360
Apr	0.0370	Aug	0.0430	Dec	0.0370



How many sewer connections does this system have? 174

How many water service connections with septic systems does this system have? 112

Are there plans to build or expand wastewater treatment facilities in the next 10 years? No


Wastewater Interconnections

Water System	PWSID	Type	Average Daily Amount		Contract Maximum (MGD)
			MGD	Days Used	
Johnston County	03-51-070	Discharging	0.0400	365	0.0000

5. Planning

Projections

	2019	2020	2030	2040	2050	2060
Year-Round Population	660	670	670	670	670	670
Seasonal Population	0	0	0	0	0	0
Residential	0.0420	0.0538	0.0538	0.0538	0.0538	0.0538
Commercial	0.0020	0.0081	0.0081	0.0081	0.0081	0.0081
Industrial	0.0000	0.0000	0.0000	0.0000	0.0000	0.0000
Institutional	0.0070	0.0079	0.0079	0.0079	0.0079	0.0079
System Process	0.0000	0.0018	0.0018	0.0018	0.0018	0.0018
Unaccounted-for	0.0030	0.0094	0.0094	0.0094	0.0094	0.0094

 Demand v/s Percent of Supply

	2019	2020	2030	2040	2050	2060
Surface Water Supply	0.0000	0.0000	0.0000	0.0000	0.0000	0.0000
Ground Water Supply	0.0000	0.0000	0.0000	0.0000	0.0000	0.0000
Purchases	0.0540	0.0540	0.0540	0.0540	0.0540	0.0540
Future Supplies		0.0000	0.0000	0.0000	0.0000	0.0000
Total Available Supply (MGD)	0.0540	0.0540	0.0540	0.0540	0.0540	0.0540
Service Area Demand	0.0540	0.0810	0.0810	0.0810	0.0810	0.0810
Sales	0.0000	0.0000	0.0000	0.0000	0.0000	0.0000
Future Sales		0.0000	0.0000	0.0000	0.0000	0.0000
Total Demand (MGD)	0.0540	0.0810	0.0810	0.0810	0.0810	0.0810
Demand as Percent of Supply	100%	150%	150%	150%	150%	150%



The purpose of the above chart is to show a general indication of how the long-term per capita water demand changes over time. The per capita water demand may actually be different than indicated due to seasonal populations and the accuracy of data submitted. Water systems that have calculated long-term per capita water demand based on a methodology that produces different results may submit their information in the notes field.

Your long-term water demand is 64 gallons per capita per day. What demand management practices do you plan to implement to reduce the per capita water demand (i.e. conduct regular water audits, implement a plumbing retrofit program, employ practices such as rainwater harvesting or reclaimed water)? If these practices are covered elsewhere in your plan, indicate where the practices are discussed here.

Are there other demand management practices you will implement to reduce your future supply needs? none

What supplies other than the ones listed in future supplies are being considered to meet your future supply needs? none

How does the water system intend to implement the demand management and supply planning components above? no plan

Additional Information

Has this system participated in regional water supply or water use planning? No

What major water supply reports or studies were used for planning?

Please describe any other needs or issues regarding your water supply sources, any water system deficiencies or needed improvements (storage, treatment, etc.) or your ability to meet present and future water needs. Include both quantity and quality considerations, as well as financial, technical, managerial, permitting, and compliance issues:

The Division of Water Resources (DWR) provides the data contained within this Local Water Supply Plan (LWSP) as a courtesy and service to our customers. DWR staff does not field verify data. Neither DWR, nor any other party involved in the preparation of this LWSP attests that the data is completely free of errors and omissions. Furthermore, data users are cautioned that LWSPs labeled **PROVISIONAL** have yet to be reviewed by DWR staff. Subsequent review may result in significant revision. Questions regarding the accuracy or limitations of usage of this data should be directed to the water system and/or DWR.

ROY COOPER
Governor

MICHAEL S. REGAN
Secretary

S. DANIEL SMITH
Director



NORTH CAROLINA
Environmental Quality

November 23, 2020

Ted Credle
Public Utility Director
Smithfield South
P.O. Box 761
Smithfield, NC 27577

Subject: LWSP Meet Minimum Criteria
Smithfield South Water System
PWSID#: 40-51-007
Johnston County

Dear Mr. Credle,

This letter is to notify you that our staff has reviewed the information contained in the 2019 Local Water Supply Plan (LWSP) update submitted by your office. Since all the required information is complete, the LWSP for the Smithfield South Water System hereby meets the minimum criteria established in North Carolina General Statute 143-355(l).

Your water system's 2019 LWSP is now viewable online from the LWSP website found at: https://www.ncwater.org/Water_Supply_Planning/Local_Water_Supply_Plan/search.php. The plan has been made available after our best efforts to screen any errors. As a final check, please review and report any mistakes or omissions to the review engineer. Unless notified otherwise, the Division of Water Resources considers your 2019 LWSP complete.

The 2019 LWSP must next be adopted by your water system's governing board; a model LWSP resolution is available online on the right side of the page in the Forms and Docs section at: https://www.ncwater.org/Water_Supply_Planning/Local_Water_Supply_Plan/learn.php. A copy of the signed resolution must be submitted to Linwood Peele, Water Supply Planning Section Supervisor, at the address printed at the bottom of this letter. The LWSP cannot be considered compliant with the requirements of NCGS 143-355(l) until an adopted resolution is received.

Thank you very much for your efforts to provide your customers with a safe and reliable supply of drinking water. We look forward to continuing to work with you in these efforts. Please contact Louis Murray at louis.murray@ncdenr.gov or (919)707-9017, or Linwood Peele at linwood.peele@ncdenr.gov or (919) 707-9024, if we can be of further assistance.

Sincerely,

A handwritten signature in blue ink, appearing to read "Linwood E. Peele".

Linwood E. Peele, Supervisor
Division of Water Resources, NCDEQ



**TOWN OF SMITHFIELD
RESOLUTION NO. 674 (02-2021)
APPROVING SMITHFIELD SOUTH DISTRICT LOCAL WATER SUPPLY PLAN**

WHEREAS, North Carolina General Statute 143-355 (l) requires that each unit of local government that provides public water service or that plans to provide public water service and each large Community water system shall, either individually or together with other units of local government and large community water systems, prepare and submit a Local Water Supply Plan; and

WHEREAS, as required by the statute and in the interests of sound local planning, a Local Water Supply Plan for the Town of Smithfield, has been developed and submitted to the NCDEQ for approval; and

WHEREAS, the NCDEQ finds that the Local Water Supply Plan is in accordance with the provisions of North Carolina General Statute 143-355 (l) and that it will provide appropriate guidance for the future management of water supplies for the Town of Smithfield, as well as useful information to the Department of Environmental Quality for the development of a state water supply plan as required by statute;

NOW, THEREFORE, BE IT RESOLVED by the Town Council of the Town of Smithfield that the Local Water Supply Plan entitled, Town of Smithfield dated 2019 is hereby approved and shall be submitted to the Department of Environmental Quality, Division of Water Resources; and

BE IT FURTHER RESOLVED that the Town Council intends that this plan shall be revised to reflect changes in relevant data and projections at least once every five years or as otherwise requested by the Department, in accordance with the statute and sound planning practice.

This the 5th day of January 2021

Name: M. Andy Moore

Title: Mayor

Signature: _____

ATTEST:

Shannan L. Parrish, Town Clerk



Request for Town Council Action

Consent
Agenda
Item: Budget
Amendments
Date: 01/05/2021

Subject: Various Budget Amendments
Department: Finance
Presented by: Finance Director - Greg Siler
Presentation: Consent Agenda Item

Issue Statement - Budget amendments for Knuckle Boom truck, Spring Branch Restoration, Fire Engine #1 and Water Plant Expansion.

Financial Impact – See Impact and description under each amendment

Action Needed – Approve as presented

Recommendation – Approve Amendments

Approved: Town Manager Town Attorney

Attachments

1. Staff Report
2. Budget Amendments



Staff Report

Consent
Agenda
Item: Budget
Amendments

Budget amendments are required from time to time to in order to reconcile approved purchases or changes to the existing budget. The attached budget amendments will adjust money for the budgeted purchase of a new Knuckleboom Truck for Public Works, add General Fund, fund balance to pay for the matching grant for the Spring Branch Restoration Project, account for grant funds from Johnston County to assist with the Riverbank Refurbishment needs and move contingency dollars to complete the restoration project.

Also included is altering the purchase of the new fire engine from using loan proceeds to using fund balance and adjusting the Water and Sewer Fund to allocate full revenue and expenditures of the Water Plant Improvement and Expansion Project.

All changes have been previously approved by the Council at previous meetings.

BUDGET AMMENDMENTS
Jan-21

<u>GENERAL FUND</u>	<u>BEFORE</u>	<u>ADJ.</u>	<u>AFTER</u>
1. Expenditures			
10-76-5800-5970-9110 Sanitation-Transfer to GF Cap. Proj. Fund	160,000	(160,000)	-
10-40-5800-5700-7400 Sanitation - Capital Outlay	-	160,000	160,000
	<u>\$ 160,000</u>	<u>\$ -</u>	<u>\$ 160,000</u>

To move knuckle boom truck purchase to capital outlay expense line

2. Revenue			
10-00-39900-3900-0000 Fund Balance Appropriation	<u>\$ 1,697,508</u>	<u>\$ 100,500</u>	<u>\$ 1,798,008</u>
Expenditures			
10-76-5500-5970-9100 Transfer to General Capital Project Fund	<u>\$ -</u>	<u>\$ 100,500</u>	<u>\$ 100,500</u>

To establish and fund the Spring Branch Community Restoration Project as approved at the Nov., 10, 2020, Council Meeting

3. Revenue			
10-60-3300-3315-0110 Grant - J. Co.(Riverbank Refurbishment)	<u>\$ -</u>	<u>\$ 20,000</u>	<u>\$ 20,000</u>
Expenditures			
10-00-9990-5300-0000 General Fund Contingency	\$ 368,133	\$ (76,920)	\$ 291,213
10-60-6200-5700-7400 Recreation - Capital Outlay	<u>\$ 99,650</u>	<u>\$ 96,920</u>	<u>\$ 196,570</u>
	<u>467,783</u>	<u>20,000</u>	<u>487,783</u>

To fund riverbank refurbishment along Greenway as approved at the Nov., 10, 2020, Council Meeting

General Fund Capital Projects Fund

4. Revenue			
46-20-3560-3560-0002 Loan Proceeds - Fire Engine #1	<u>\$ 565,000</u>	<u>\$ (565,000)</u>	<u>\$ -</u>
Expenditures			
46-20-5300-5700-7404 Fire Engine #1	<u>\$ 1,125,500</u>	<u>\$ (565,000)</u>	<u>\$ 560,500</u>

To reverse loan proceeds and fire truck #1 purchase budget from FY20. The decision was made in FY21 to purchase same with fund balance

5. Revenues

46-75-3870-3870-0308 Transfer GF - Spring Branch Restoration	\$ -	\$ 100,500	\$ 100,500
46-60-3300-3307-0010 EEG (Grant) - Spring Branch Grant	\$ -	\$ 100,000	\$ 100,000
	<u>-</u>	<u>200,500</u>	<u>200,500</u>

Expenditure

46-60-5500-5700-7400 Spring Branch Restoration	\$ -	\$ 200,500	\$ 200,500
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To establish and fund the Spring Branch Community Restoration Project as approved at the Nov., 10, 2020, Council Meeting

Water Plant Expansion Capital Projects Fund

6. Revenue

43-71-3800-7200-0001 J. C. Government Contribution	\$ 3,250,000	\$ -	\$ 3,250,000
43-71-3800-7200-0002 NC Clean Water Loan	12,050,000	-	12,050,000
43-75-3870-3870-0301 Transfer From Water Fund	\$ 150,000	\$ 2,148,500	\$ 2,298,500
	<u>\$ 15,450,000</u>	<u>\$ 2,148,500</u>	<u>\$ 17,598,500</u>

Expenditures

43-71-7200-5700-4501 Engineer/Design	\$ 1,070,000	\$ 300,000	\$ 1,370,000
43-71-7200-5700-4502 Inspection of Construction	300,000	(300,000)	-
43-71-7200-5700-4503 Geo Testing	100,000	(90,000)	10,000
43-71-7200-5700-4504 Closing Fee	-	241,000	241,000
43-71-7200-5700-4505 Contingency (5%) less 10 k for Geo Testing	-	572,500	572,500
43-71-7200-5700-7310 Construction (Includes Generator (\$300k); SCADA (\$225K); Baskwash Pump (\$190K)	\$ 13,980,000	\$ 1,425,000	\$ 15,405,000
	<u>\$ 15,450,000</u>	<u>\$ 2,148,500</u>	<u>\$ 17,598,500</u>

To adjust water plant expansion project budget to agree with Dec. 1, 2020 presentation to council

Note: Only \$200K of the budgeted \$350k in FY21 was repurposed as \$150K was transferred at initial setup

Approved by the Smithfield Town Council this the 5th day of January, 2021

M. Andy Moore, Mayor

ATTEST:

Shannan Parrish, Town Clerk



Request for Town Council Action

Consent
Agenda
Item: Penn
Date: Credit, Inc
01/05/2021

Subject: Employing the Services of a Collection Agency to Collect on Closed Utility Accounts Past Due Balances

Department: Finance

Presented by: Finance Director - Greg Siler

Presentation: Consent Agenda Item

Issue Statement – The Finance Director wishes to enter into an agreement with Penn Credit Inc., a collection agency, to aide in the collection of closed past due accounts.

Financial Impact – 18 percent of the amount successfully collected. For Instance, with an estimated collection of \$30,000 our cost would be \$5,400. This fee is not budgeted but would be funded by the collection of closed accounts.

Action Needed – Council Approval

Recommendation – Approve Agreement with Penn Credit

Approved: Town Manager Town Attorney

Attachments

1. **Staff Report**
2. NC League Recommendation of Penn Credit
3. Penn Credit Overview
4. Collection Agency Contract



Staff Report

Consent
Agenda
Item: Penn Credit,
Inc.

Auditors have expressed some concern over the Town not writing off aged receivables. It appears that aged receivables have not ever been written off. On average, utility customers leave \$85,000 each fiscal year in unpaid utility bills. The Town collects approximately \$35,000 annually on closed accounts through a state program called Debt Setoff.

To aide in the collection of outstanding balances on closed accounts, the League of Municipalities recommends and has vetted Penn Credit. Penn Credit charges an 18 percent fee on amounts collected compared to an industry average of 30 percent and does not charge a fee on debts collected through the Debt Setoff program.

The Finance Director will review the success of Penn Credit after one year for further consideration and to decide what to write off.

Writes offs will be done in yearly increments and not in one large lump sum to minimize any **impact on the Town's financial statements.**



OUTSOURCED COLLECTIONS FOR LOCAL GOVERNMENT



ABOUT OUTSOURCED COLLECTIONS

The North Carolina League of Municipalities is pleased to offer debt collection services to all local government entities through our preferred partnership with Penn Credit Corporation. Penn Credit will work with your municipality to customize a program tailored to meet your specifications.

Penn Credit diligently pursues collections utilizing all means, within the limits set forth by state and federal law, with the highest efficiency, performance and respect for your constituents.

DEBT TYPES COLLECTED

- Utility Services (water, waste, gas, electric)
- Parking Citations
- Code Violation Fines
- EMS Transport Fees
- Delinquent Taxes
- False Alarm Fines

HOW TO GET STARTED

Once the agreement is executed, Penn Credit will contact the municipality to initiate the implementation phase. Penn Credit will communicate with the municipality to coordinate interfacing and transferring data files and discuss details of your reporting and accounting needs.

Once confirmation of your data is received and evaluated for accuracy, the collection process will begin with outbound calls, skip tracing accounts and sending letters.

PENN CREDIT CORPORATION

Penn Credit is a leading provider of collection services to local governments. With over 30 years of experience, they use the highest ethical standards to customize collection solutions for their clients, resulting in an unsurpassed reputation for successful recovery efforts and customer satisfaction.

ADDITIONAL INFORMATION

All Government entities can enter into this service.

- Penn Credit works with all government entities who want to collect their unpaid debt through the Outsourced Collections program.

Benefits achieved through Penn Credit:

- 30+ years experience collecting government debts
- Professional collection staff trained in government debt collections
- Experience interfacing with a variety of billing systems
- Convenient web-based Client Portal
- Proprietary FUSION collection software developed and maintained in-house
- Website payment portal for constituents

Contingency Fee/Pricing:

- 18% of funds collected

PennCredit

Service • Integrity • Results

**To get started please contact:
Rhett Donagher at 800.800.3328 ext. 3003
or rhett.donagher@penncredit.com**

PennCredit

2800 Commerce Drive, Harrisburg, PA 17110

www.penncredit.com

800.800.3328

Government and Utility Services Overview

CONTACT

Janet Broz, Vice President of Business Development

o.800.720.7294 • m.419.681.3503

Janet.Broz@penncredit.com

COMPANY OVERVIEW

Penn Credit Corporation is a national receivables management firm founded in 1987. We utilize industry-specific strategies, operating in strict compliance with all Local, State, and Federal laws to deliver results that improve our clients' bottom line through accelerated cash flow and maintaining positive relations with consumers.

Our successful relationships have been built over the years by remaining focused on the needs of our clients. Through active participation with industry organizations, Penn Credit remains at the forefront of providing the latest services, technologies, and client support tools. Penn Credit maintains membership in ACA International, is PCI-DSS Level 1 certified, is SSAE18 SOC1 Type II audited, SOC 2 Type II audited, FISMA/NIST 800-53 Audited and is accredited by the Better Business Bureau.

Why Penn Credit?

- ▶ 30+ years experience
- ▶ Proprietary FUSION collection system
- ▶ Web-based client access portal
- ▶ Robust Compliance program

Service CUSTOMIZATION

Penn Credit focuses on the current and future needs of our clients and customizes work plans that help us exceed their objectives and goals. Our solutions fully comply with all Local, State and Federal collection laws. Penn Credit has become a leading provider of government/utility collection and Extended Business Office services through developing strategies and solutions for each individual client as follows:

- Reviewing and understanding the client's policies and procedures
- Developing a custom work strategy to meet the client's goals
- Validating work expectations for Local, State, and Federal compliance
- Accommodating future client requirements

Penn Credit's New Harrisburg Headquarters



UNIQUE QUALIFICATIONS

Penn Credit offers the following benefits:

- Over 30 years experience providing receivables management services
- Strict compliance with local, state, and federal collection laws
- Proprietary FUSION collection software developed and maintained in-house
- Quick and smooth transition of accounts via proven implementation processes
- ACA certified trainers and contact center representatives
- Contact center voice analytics through Prodigal Platform

NATIONWIDE PRESENCE

Penn Credit is headquartered in Harrisburg, Pennsylvania. Our main collection floor, marketing division, management staff, and IT department all are centralized at this one location enabling them to work in concert to provide greater efficiency in recovery and the highest yield returns.

We maintain satellite contact centers in State College (PA), Phoenix (AZ) and Mt. Laurel (NJ), as well as client service staff in Palm Beach Gardens (FL), Jacksonville (FL) and Newport Beach (CA).

METHODOLOGY

Penn Credit diligently pursues accounts placed for collection utilizing all means, within the limits set forth by state and federal law, with the highest efficiency and performance. We make use of strategic letters and phone calls, our seasoned collection staff (including bilingual collectors), credit bureau reporting as permitted and our proprietary 'waterfall' skip tracing methods.

CLIENT SUCCESS PROGRAM

Penn Credit has experienced great success by adapting a proactive mindset to our client relations approach. Our Client Success Team includes an assigned Client Success Advocate, Client Success Manager and Client Success Representatives. These individuals assist our clients with requests and inquiries while availing clients with access to regular dialogues regarding the quality of service they receive from Penn Credit.



PARTICIPATION WITH INDUSTRY ORGANIZATIONS

In addition to ACA International, our memberships and affiliations include:

- North Carolina League of Municipalities (NCLM)
- Georgia Municipal Association (GMA)
- Pennsylvania State Association of Prothonotaries & Clerks of Courts
- NCSC Court Technology Conference
- Mid-Atlantic Association for Court Management (MAACM)
- Virginia Court Clerks' Association
- Monticello Annual Utility Credit & Collections Conference
- Energy Association of PA (EAPA)
- Northeast Utilities Credit & Collections Group (NEUCC)

GOVERNMENT AND UTILITY EXPERIENCE

For over 30 years, Penn Credit has been providing receivables management services for a range of government and utility clients. A sample listing includes:

County Government

- Prince George's County, MD
- Palm Beach County, FL
- Miami-Dade County, FL
- Orange County, FL
- Osceola County, FL
- Gwinnett County, GA

Court Entities

- Clayton County, GA
- Miami-Dade Clerk of Court, FL
- Broward County Clerk of Court, FL
- Palm Beach County Clerk of Court, FL
- Westmoreland County Clerk of Courts, PA
- Wythe General District Court, VA

Municipal Government

- City of Allentown, PA
- City of Austin, TX
- City of Baltimore, MD
- City of Boca Raton, FL
- City of Cincinnati, OH
- City of Hackensack, NJ
- City of Raleigh, NC

- City of Jacksonville, FL
- City of Miami, FL
- City of Morgantown, WV
- City of Naperville, IL
- City of Philadelphia, PA
- City of Tampa, FL

Utility Clients

Primary Accounts

- American Water (multi-state)
- Aqua America (multi-state)
- Dominion Energy (OH)
- Duquesne Light Company (PA)
- EMERA Maine
- Greater Cincinnati Water Works (OH)
- Montana-Dakota Utilities (multi-state)
- PSE&G (NJ)
- Salt River Project (AZ)
- Southwest Water Company (CA, TX)
- SUEZ/United Water (multi-state)

Secondary Accounts

- Atmos Energy (TX)
- Austin Energy (TX)
- Central Hudson Gas & Electric (NY)
- Colorado Springs Utilities
- ConEdison of New York
- DTE Energy (MI)
- Dominion Energy (OH)
- Eversource Energy (CT, MA, NH)
- First Energy (OH, WV, MD, PA, NJ)
- Knoxville Utility Board/KUB (TN)
- Mountaineer Gas (WV)
- New Jersey Natural Gas
- Philadelphia Gas Works (PA)
- Salt River Project (AZ)
- UGI (PA & MD gas utility)

TECHNOLOGY, SECURITY & COMPLIANCE

We have a professionally staffed Information Technology (IT) Department with systems programmers and support specialists on-site. Our IT staff designed and developed the Penn Credit collection system that controls, monitors, schedules, stores, and provides information for our collection activities. The current version of Penn Credit’s collection system, FUSION, ensures ease of use and maximum productivity for our collection staff.



Penn Credit’s IT staff averages more than 25 years of collection agency experience. They routinely customize file formats, reports, as well as adjust applications to make data transfer, bookkeeping and account tracking more efficient. These tasks are completed quickly in house without the need of enlisting outside help from a collection software vendor.

SSAE18 SOC1 TYPE II & SOC 2 TYPE II AUDITS

Statement on Standards for Attestation Engagements (SSAE) No. 18 is a widely recognized auditing standard developed by the American Institute of Certified Public Accountants (AICPA). As a client, you are assured that Penn Credit has superior controls and safeguards to protect, host and process the data entrusted to us. Penn Credit has been through an in-depth audit of our control objectives and activities, signifying that we are able to provide reporting in a uniform format to our clients and their auditors.



PCI-DSS LEVEL 1 COMPLIANCE

Penn Credit is PCI-DSS Level 1 certified, ensuring that all cardholder data we process is safe and secure at all times. Payment Card Industry Data Security Standard or PCI-DSS, is a global standard that was created to assist the credit card industry in the prevention of credit card fraud through increased controls and security.



COMPLIANCE 360 MANAGEMENT PROGRAM

Penn Credit’s compliance department utilizes Compliance 360 to manage all compliance related matters throughout the company. This web-based platform serves as a single depository of all disputes, compliance rules/regulations, consumer complaints, and client work standards. The platform enables our staff to create detailed tracking and trending reports, customize staff training from these findings and audit workflows in our collection, payment processing, information technology and client relations departments.



FISMA/NIST 800-53 AUDITED

Penn Credit has completed a rigorous Federal Information Security Management Act (FISMA) audit performed by a third party. The audit covered a range of information security and data protection practices and was based on the National Institute of Standards and Technology (NIST) standard 800-53 Revision 4. Penn Credit’s adherence to this U.S. Federal Government standard is another assurance that the data entrusted to Penn Credit will be properly secured and handled while in our possession.



GOVERNMENT AND UTILITY PROGRAMS

- Third Party Debt Collection
- First Party Customer Services and Collection Programs
- Clean-Up Programs (Backlogs)
- Litigation Services
- Receivables Management Consulting
- Amnesty Programs

TYPES OF EXPERIENCE:

GOVERNMENT

- Traffic and Parking Violations
- Court Costs, Fines and Fees
- Delinquent Tax Accounts
- Licenses and Permits
- Electronic Toll Violations
- False Alarm Fines

UTILITY

- Electric and Gas
- Water and Sewer
- Cable and Internet
- Land Lines and Cell Phones
- Trash and Recycling

EXTENDED BUSINESS OFFICE SERVICES WITH PENN BILLING

In addition to serving as a primary and secondary tier bad debt collection vendor for numerous healthcare entities, Penn Credit’s EBO division, *Penn Billing*, has extensive experience providing a range of customized revenue cycle services.

EARLY-OUT/SELF PAY RECEIVABLES MANAGEMENT

Penn Billing provides the resources needed to outsource the recovery of the facility’s self-pay receivables in a first party capacity. Penn Billing will:

- Act as an extension of the facility for seamless transactions with the client’s consumers
- Contact consumers by phone in the name of the facility’s business office
- Send customized statements on the facility’s letterhead
- Establish payment arrangements as necessary per facility guidelines
- Obtain insurance information as applicable
- Provide customized update reports and data files to the facility
- Allow the facility to reallocate internal staff for increased efficiency

North Carolina League of Municipalities – Penn Credit Preferred Partner

In 2018, Penn Credit partnered with the North Carolina League of Municipalities to offer debt collection services to local government entities throughout North Carolina. Our program includes collecting all municipal receivables: parking citations, utility billings, false alarm fines, code violation fees, EMS transport fees, damage to municipal property invoices and other receivables. Penn Credit's program includes customizing a collection program for each participant, including tailored reporting, remittance, credit reporting and other support services as requested. Penn Credit is pleased to have the City of Raleigh's Finance Department as the first user of the contract, with services beginning in February 2019.

GEORGIA MUNICIPAL ASSOCIATION

Penn Credit's addition of the Georgia Municipal Association as a client in 2008, after a competitive bid process, afforded a significant growth in Penn Credit's municipal collection presence in Georgia. Included in the program's participants are seven counties (Gwinnett, Clayton, Athens-Clarke, Lamar, Bartow, Effingham, and Butts) and more than 80 cities and towns. Penn Credit's services include collection letters, phone calls, credit bureau reporting and skip tracing for various municipal debts including delinquent water, storm water, electric, EMS transports, red light camera fines, and parking fines.

UTILITY/RETAIL CUSTOMER SERVICE CALLING PROGRAMS:

- **Pre/Post-disconnect**
- **Low income assistance**
- **Tax Season Settlement Programs**
 - Expanding settlement parameters for a defined period with current account balances to accelerate cash during tax season.
- **Damage to utility property**
 - Requires a great deal of information from the utility usually made up of a police report or insurance report. This debt is created by a pole hit during an auto accident or a contractor hitting an underground line during a dig event.
- **Energy Diversion (theft of services)**
 - Theft of services occurs when a consumer pulls power upstream of the meter. This event is usually discovered by a fire on the property caused by the consumer's inability to calculate the required load. This can be caused by screws inserted into service lines (grow lights or central AC units) that power high capacity consumers. This technique is also used on uninhabited properties where a party will jump power across the meter base with the meter removed. The utility estimates the unmetered power consumed and bills the owner of the property.
- **Active Billing Projects**
 - Active billing happens when the utility cannot shut off services such as a sewer account. A balance would be provided by the utility or controlling authority as a delinquent balance. Thus, then adding to that balance for every billing cycle that a payment is not received.

- Pricing is determined based on scope and can be contingency, per account/per call or per hourly basis

GOVERNMENT CUSTOMER SERVICE CALLING PROGRAMS:

- Overflow taking inbound calls
- Attended outbound calling campaigns (live agent transfers)
- Unattended outbound calling campaigns (pre-recorded messages)
- Amnesty Customer Service Inbound/Outbound program

COLLECTION SERVICES PRIMARY, SECONDARY & TERTIARY

PRIMARY COLLECTIONS SERVICES:

Penn Credit has been providing primary tier collection services for over 30 years to clients all over the United States. Our services include a specific management approach for each of our clients.

SECONDARY COLLECTION PROGRAM:

A secondary collection program is a common industry practice designed to collect accounts which the primary vendor has been unsuccessful in collecting (typically transferred to the secondary collection agency between six and nine months).

Penn Credit has provided successful secondary tertiary collection efforts to numerous entities, capturing lost revenue and improving cash flow for Penn Credit clients.

Program Benefits

- Secondary placements during months 1-3 normally result in higher recoveries than the last three months at the primary agency.
- Provides incentive to the primary agency to collect additional money faster
- Provides an additional round of collection efforts; letters, phone attempts, skip tracing
- Gives clients an additional tool to maximize recoveries as accounts age
- Affords the opportunity to learn the operation and evaluate the performance of an agency in the event of a future change in first placement agency

CHAMPION CHALLENGER:

The use of multiple debt collection vendors is a proven best practice: by adjusting account placement volumes based on performance, one creates a collection program that truly maximizes revenue. This Champion-Challenger arrangement is both easy to implement and results in numerous benefits for the client.

Program Benefits

- Affords the opportunity for the client to benchmark the expected recovery rate for its delinquent accounts; this is not possible with only one collection vendor
- Both collection vendors must push to maximize recoveries because they know they will be evaluated and could potentially lose or gain account placements

- The client demonstrates to its constituents/shareholders that industry best practices are utilized to maximize the recovery of delinquent accounts

How It Works

- Performance metrics are determined to compare the collection vendors during a set time frame, e.g. net liquidation at 12 months (dollars recovered minus the collection fee)
- The collection vendors must receive a similar number and dollar volume of accounts; they should also be the same type of debt and aged comparably
- At three months:
 - Scorecards are generated by the client and reviewed by vendors
 - New account placements are then adjusted for another set period (for example, Vendor A receives 60% of new accounts and Vendor B receives 40% for three months)

COLLECTION AGENCY CONTRACT

This Collection Agency Contract (this Agreement) is made and entered into this ___ day of _____, 2021, between Penn Credit Corporation, a Pennsylvania corporation (PCC) and the Town of Smithfield (CLIENT) as part of the debt collection services made available through the North Carolina League of Municipalities.

WITNESSETH:

WHEREAS, CLIENT provides municipal services to individuals, corporations, partnerships, and other entities (Consumers), within North Carolina; and

WHEREAS, from time to time, Consumers do not pay CLIENT amounts due to CLIENT for services rendered (Delinquent Accounts); and

WHEREAS, CLIENT desires for PCC to utilize its efforts to collect past due amounts from certain Consumers and PCC desires to provide such services, all in accordance with the terms and conditions set forth in this Agreement.

NOW, THEREFORE, in consideration of the mutual covenants and agreements set forth below and other good and valuable consideration, the receipt, and sufficiency of which are hereby acknowledged, the parties agree as follows:

1. SCOPE OF SERVICES

CLIENT retains PCC to collect delinquent accounts, which the CLIENT in its sole discretion may assign to PCC for collection. Nothing contained in this Agreement shall be construed as requiring CLIENT to use PCC exclusively or to place any set number or type of accounts with PCC. PCC agrees to use its best efforts and work diligently to collect all money due to CLIENT and to forward such money to CLIENT, all in accordance with the terms and conditions of this Agreement.

2. ASSIGNMENT OF DELINQUENT ACCOUNTS

- A. CLIENT shall notify PCC of Delinquent Accounts it wishes to assign to PCC. PCC will acknowledge receipt of such Delinquent Accounts within five (5) days of receipt from CLIENT (the "Acknowledgment Date").
- B. CLIENT is entitled to withdraw any Delinquent Account, which it may have placed in error with PCC. Otherwise, Delinquent Accounts referred to PCC shall remain with PCC for collection until PCC in consultation with CLIENT determines the account to be uncollectible.

3. PERFORMANCE STANDARDS

- A. PCC shall supervise and direct all collection work, devoting enough attention and applying the necessary skill and expertise to perform the work competently and efficiently. PCC shall be solely responsible for the means, methods, techniques, sequences, and procedures of the collection.
- B. PCC shall perform its collection efforts in accordance with all federal, state, and local laws and regulations including but not limited to the Fair Credit Reporting Act, North Carolina Security and Immigration Compliance Act, and the North Carolina Open Records Act. PCC warrants that it has policies in place to comply with the "Red Flag Rules" pursuant to the Fair and Accurate Credit Transactions Act (FACTA) of 2003.
- C. PCC shall provide CLIENT with status reports on all Delinquent Accounts within 72 hours of written or verbal request for such reports.

4. OBLIGATIONS OF CLIENT

- A. At the time CLIENT assigns Delinquent Accounts to PCC, CLIENT shall provide PCC with the following information with respect to each Delinquent Account (the "Account Information") provided CLIENT has knowledge of this Account Information:
 - i) Payments received by CLIENT on the Accounts;
 - ii) Notices of any proceedings under the bankruptcy or insolvency laws of the United States of America or any state relating to the Accounts;
 - iii) Notices of any actions or proceedings commenced by any Delinquent Account Consumer against the CLIENT relating to the Delinquent Accounts;
 - iv) Any communications received by CLIENT from the Delinquent Account Consumer, or the legal representative of any Delinquent Account, Consumer, relating to the Delinquent Account or the collection of the Delinquent Account;
 - v) Any credits or other forgiveness granted by CLIENT with respect to any Delinquent Account.
 - vi) CLIENT agrees that all such information shall be true and accurate to the best of its knowledge.
- B. CLIENT shall have a continuing obligation to provide PCC any new or additional Account Information with respect to the Delinquent Accounts as soon as such information becomes known to CLIENT.

5. COLLECTIONS; PAYMENTS

- A. CLIENT agrees to pay PCC, as its sole compensation, a contingency fee equal to the following:
- 1) 18% contingent upon all collections. If the CLIENT requires litigation the contingent fee will be negotiated at time of necessity due to local attorney fee structures. Penn Credit will not litigate any account without written authorization from the CLIENT. Penn Credit will forward court costs and either bill the CLIENT through a separate invoice or recover forwarded costs out of first collections before crediting the account.
 - 2) In addition, PCC agrees that it shall not be entitled to commission on Delinquent Accounts which have been withdrawn from PCC pursuant to Section 2B of this Agreement; except to the extent that the payment directly resulted from the collection efforts of PCC. Otherwise, PCC shall be entitled to payment of any contingency fees resulting from payments CLIENT receives.
 - 3) If the debtor returns to the CLIENT for the purpose of reestablishing utility service after PCC's collection efforts have been dormant for ninety (90) days, PCC will not be entitled to its collection fee on those accounts.
- B. Collections made by PCC on Delinquent Accounts will be deposited immediately into a trust account maintained in a reputable bank. Such collections held in trust by PCC, shall be the property of CLIENT and not available for any other use by PCC. PCC can remit monies in any way the CLIENT requests. i.e. check, ACH on a weekly or bi-monthly basis with a statement either sent or emailed to them.
- C. All collections made by PCC on CLIENT's accounts will be remitted in full, (Gross Remit), by the fifteenth of each calendar month, accompanied by a remittance advice. The remittance advice shall contain a list of the Consumer's name, account number, amount collected, and whether the payment was made directly to PCC or CLIENT, and fee due PCC. CLIENT agrees to remit monies due PCC within thirty (30) days of receipt of invoice.
- D. Collections made by PCC and remitted to CLIENT by PCC in which a check is returned unpaid by the bank, shall be reported on the remittance advice as a minus payment and minus collection fee.
- E. CLIENT will notify PCC when a check is returned by the bank unpaid on a payment made directly to CLIENT on which CLIENT has paid PCC the collection fee due. PCC will list such returned check on the next statement as a minus payment and minus collection fee.

6. INSURANCE REQUIREMENTS

PCC agrees to maintain the following insurance coverage:

- A. Personal Injury Liability Insurance, including errors and omissions in the amount of five million per claim & aggregate per year;
- B. Comprehensive General Liability Insurance, including contractual liability in the amount of one million per occurrence, two million aggregate;
- C. Worker's Compensation and Occupational Disease Insurance, including Employer's Liability Insurance in the amount of one million;
- D. Automobile Liability Insurance (owned or non-owned) in the amount of one million, Bodily Injury (Each person), one million property damage;
- E. Twenty-five thousand Surety Bond as required by statute;
- F. Commercial Crime in the amount of two million; and
- G. Ten million excess/umbrella liability.

7. TERM

- A. This Agreement shall be effective as of the date shown and continue in effect until either party gives notice of termination. Either party may terminate this agreement upon giving thirty (30) days prior written notice thereof to the other party setting forth the effective date of such termination. PCC will return all referred accounts within 120 days after termination of the contract upon written request by CLIENT, with the exception of accounts currently paying or scheduled to pay within a reasonable time. PCC will receive its fee on any payments it receives for CLIENT on retained accounts after termination of this Agreement.
- B. The Agreement shall terminate absolutely and without further obligation on the part of the CLIENT at the close of 12 months in which it is executed and at the close of each succeeding year for which it may be renewed. The total obligation of the CLIENT for the year of execution and in each year renewal term, if renewed, shall be determined by the services utilized by CLIENT as the purchaser of such services pursuant to Section 1 and 5. The Agreement shall obligate the CLIENT only for those sums payable during the year of execution or for those sums payable in the individual year renewal term. Title to any supplies, materials, equipment or other personal property of PCC or its subcontractors shall remain in PCC or its subcontractors.

8. CREDIT BUREAU REPORTING

- A. PCC will report qualified Delinquent Accounts with a balance greater than \$100 to the Credit Bureaus (collectively, "Credit Bureau") thirty (30) days after the Acknowledgment Date. The CLIENT must provide a social security number and only those accounts approved by the Credit Bureau will be sent. The CLIENT acknowledges that the types of accounts accepted may change from time to time and is not within PCC's control.

- B. Based on Account Information PCC receives from CLIENT and information PCC has in its possession, PCC shall keep Credit Bureau informed of changes in the status of Delinquent Accounts.
- C. Disputed accounts will be reported as disputed in accordance with the Fair Credit Reporting Act (623(a)(3): Duty to provide notice: If the completeness or accuracy of any information furnished by any person to any consumer reporting agency is disputed as to such person by a consumer, the person may not furnish the information to any consumer reporting agency without notice that such information is disputed by the customer).

9. INDEMNIFICATION

- A. As allowed by North Carolina law, CLIENT shall defend, hold harmless and indemnify PCC, its shareholders, officers and employees against any and all liabilities, claims, damages, costs, judgments and expenses, including attorney fees, sought or assessed against PCC, its shareholders, officers and employees of PCC arising out of the collection activities of PCC if such liabilities, claims, damages, costs, judgments or expenses are based primarily or solely, upon any of the following:
 - 1) Any actions by CLIENT, its officers, employees or contractors, including any other collection agency; or
 - 2) Inaccuracy in any Account Information supplied by CLIENT to PCC, or failure by CLIENT to supply Account information to PCC, including the failure to provide updated Account information as it becomes available.
- B. PCC shall defend, hold harmless and indemnify CLIENT, its affiliates, shareholders, officers and employees against any and all liabilities, claims, damages, costs, judgments and expenses, including attorney fees, sought or assessed against CLIENT, its affiliates, shareholders, officers and employees of CLIENT arising out of the collection activities of PCC if such liabilities, claims, damages, costs, judgments or expenses are based or alleged to be based, in whole or in part, upon any of the following:
 - 1) Any actions by PCC, its officers, employees or contractors; or
 - 2) Failure by PCC to relay Account Information supplied by CLIENT to PCC to Credit Bureau.
- C. The obligations of CLIENT and PCC under this Section 9 shall be continuing obligations of CLIENT and PCC, as the case may be, and shall specifically survive the termination of this Agreement or any other agreement between CLIENT and PCC.

10. NON-DISCRIMINATION

- A. To the extent permitted by North Carolina law, the parties hereto for themselves, their agents, officials, employees and servants agree not to discriminate in any manner on the basis of race, color, creed, national origin, sex, age, handicap, or sexual orientation with reference to the subject matter of this Contract.

11. INTELLECTUAL PROPERTY

- A. Any information, data, instruments, documents, studies, reports or deliverables given to, exposed to, or prepared or assembled by the PCC under this Contract shall be kept as confidential proprietary information of the CLIENT and not divulged or made available to any individual or organization without the prior written approval of the CLIENT. Such information, data, instruments, documents, studies, reports or deliverables will be the sole property of the CLIENT and not PCC.
- B. All intellectual property, including, but not limited to, patentable inventions, patentable plans, copyrightable works, mask works, trademarks, service marks and trade secrets invented, developed, created or discovered in performance of this Contract shall be the property of CLIENT.
- C. Copyright in and to any copyrightable work, including, but not limited to, copy, art, negatives, photographs, designs, text, software, or documentation created as part of the PCC's performance of this project shall vest in the CLIENT. Works of authorship and contributions to works of authorship created by the PCC's performance of this project are hereby agreed to be 'works made for hire' within the meaning of 17 U.S.C. 201.

12. FORCE MAJEURE

Except as otherwise provided in any environmental laws, rules, regulations or ordinances applicable to the parties and the services performed under this Contract, neither party shall be deemed to be in default of its obligations hereunder if and so long as it is prevented from performing such obligations by an act of war, hostile foreign actions, nuclear explosion, earthquake, hurricane, tornado, or other catastrophic natural event or act of God. Either party to the Contract must take reasonable measures and implement reasonable protections when a weather event otherwise defined as a force majeure event is forecast to be eligible to be excused from the performance otherwise required under this Contract by this provision.

13. RIGHT TO AUDIT AND ACCESS TO RECORDS

- a. The CLIENT may conduct an audit of any services performed and fees paid subject to this Contract. The CLIENT, or its designee, may perform such an audit throughout the contract period and for three (3) years after termination thereof or longer if otherwise required by law.
- b. PCC and its agents shall maintain all books, documents, papers, accounting records, contract records and such other evidence as may be appropriate to substantiate costs incurred under this Contract. The CLIENT, or its designee, shall have the right to, including but not limited to: review and copy records; interview current and former employees;

conduct such other investigation to verify compliance with contract terms; and conduct such other investigation to substantiate costs incurred by this Contract.

- c. "Records" shall be defined as data of every kind and character, including but not limited to books, documents, papers, accounting records, contract documents, information, and materials that, in the CLIENT's sole discretion, relate to matters, rights, duties or obligations of this Contract.
- d. Records and employees shall be available during normal business hours upon advanced written notice. Electronic mail shall constitute written notice for purposes of this section.
- e. PCC shall provide the CLIENT or its designee reasonable access to facilities and adequate and appropriate workspace for the conduct of audits.
- f. The rights established under this section shall survive the termination of the Contract, and shall not be deleted, circumvented, limited, confined, or restricted by contract or any other section, clause, addendum, attachment, or the subsequent amendment of this Contract.

PCC shall reimburse the CLIENT for any overcharges identified by the audit within ninety (90) days of written notice of the CLIENT's findings.

14. MISCELLANEOUS

- A. PCC shall not transfer, assign, sell, or convey any Delinquent Accounts to any other collection agency without the prior written consent of CLIENT.
- B. All notices required to be sent under the terms of this Agreement shall be sent to CLIENT addressed as listed below:

CLIENT: Town of Smithfield, NC

Address: _____

Attn: _____

and to PCC addressed:

Penn Credit Corporation
2800 Commerce Drive
Harrisburg, PA 17110
Attn: Richard Templin, President

Such designations may be changed at any time by either party giving written notice of a new name and/or address.

- C. All matters relating to this Contract shall be governed by the laws of the State of North Carolina, without regard to its choice of law provisions, and venue for any action relating to this Contract shall be JOHNSTON County Civil Superior Court.
- D. Wherever possible, each provision of this Agreement shall be interpreted in such manner as to be effective and valid under applicable law. If any such provision of this Agreement shall be determined to be invalid or unenforceable, such provision shall be ineffective to the extent of such prohibition or invalidity without invalidating or otherwise affecting the remaining provisions of this Agreement.
- E. This agreement may be executed in any number of counterparts, each of which when so executed shall be deemed to be an original and all of which counterparts of this Agreement taken together shall constitute but one and the same instrument.
- F. This Agreement shall be binding upon and inure to the benefit of the parties hereto and their respective heirs, successors and assigns.
- G. Headings used in this Agreement are for convenience only and shall not affect the construction of this Agreement.

Remainder of Page Left Intentionally Blank

IN WITNESS WHEREOF, the parties hereto have executed and entered into this Agreement as of the date first set forth above.

CLIENT

By: _____

Printed Name _____

Title: _____

Date: _____

PENN CREDIT CORPORATION

By: _____

Printed Name _____

Title: _____

Date: _____

Approved as to form
By Town Attorney

PennCredit

Service • Integrity • Results

Thank you for participating in NCML's revenue recovery program. Please follow the instructions below for Penn Credit to start the implementation process.

Instructions:

- Please approve and sign the attached agreement
- Complete the contact information below
- Send the signed agreement along with a copy of this completed sheet to Rhett Donagher at Penn Credit by email at rhett.donagher@penncredit.com or by regular mail at 2800 Commerce Drive, Harrisburg, PA 17110.
- Penn Credit will return a fully executed copy of the agreement to you for your records
- Penn Credit staff will contact the "Point of Contact" to begin the process of setting up your accounts

Required Information:

Government Organization's Name _____

Type of Debt _____

Primary Point of Contact _____

Street Address _____

City _____

State _____

Zip _____

Contact's Phone Number _____

Contact's Fax Number _____

Contact's Email Address _____

Penn Credit Representatives:

Richard Templin
richard.templin@penncredit.com
888-801-4601

Rhett Donagher
rhett.donagher@penncredit.com
800-800-3328 x3003

Janet Broz
Janet.Broz@penncredit.com
(419) 681-3503



Request for Town Council Action

Agenda Item: Emergency Plan
Date: 01/05/2020

Subject: Cape Fear Hazard Mitigation Plan
Department: General Government
Presented by: Michael Scott, Tim Kerigan, Chief Blanton
Presentation: Consent Agenda Item

Issue Statement

In order to secure future funding during natural disasters the Town Council must adopt the attached resolution supporting the Cape Fear Hazards Mitigation Plan.

Financial Impact

No cost is associated with this request. However, future FEMA funding after a declared disaster requires resolution approval to make funds available.

Action Needed

Approve Resolution

Recommendation

Approve Resolution No. 675 (03-2021)

Approved: Town Manager Town Attorney

Attachments:

1. Staff Report
2. Draft Resolution



Staff Report

Agenda Item: Emergency
Plan

The Federal Disaster Mitigation Act of 2000 states that local governments must develop an All-Hazards Mitigation Plan in order to be eligible to receive future Hazard Mitigation Grant Program Funds and other disaster-related assistance funding. The plan is required to be updated every five years with a formal adoption of the plan by county and town officials.

The goal of hazard mitigation planning is to reduce loss of life and property by minimizing the impact of disasters. This is accomplished by working with our county and town partners to identify the risk and vulnerabilities associated with natural disasters that are common to our county. Long term strategies are identified and included in the plan to help protect people and property from future events.

The Mitigation Plan was emailed to Council for review. Since it is over 1200 pages long, it is not included here. **It can also be located on the Town's website on its Home Page.** The Council is asked to approve the resolution accepting and supporting the plan. Acceptance is required in order to work with Johnston County Emergency Management to receive federal aid during future natural disasters.

TOWN OF SMITHFIELD
RESOLUTION NO. 675 (03-2021)
ADOPTING CAPE FEAR REGIONAL
HAZARD MITIGATION PLAN

WHEREAS, the citizens and property within the Town of Smithfield are subject to the effects of natural hazards that pose threats to lives and cause damage to property, and with the knowledge and experience that certain areas of the county are particularly vulnerable to drought, extreme heat, hailstorm, hurricane and tropical storm, lightning, thunderstorm wind/high wind, tornado, winter storm and freeze, flood, hazardous material incident, and wildfire; and

WHEREAS, the Town of Smithfield desires to seek ways to mitigate the impact of identified hazard risks; and

WHEREAS, the Legislature of the State of North Carolina has in Part 6, Article 21 of Chapter 143; Parts 3, 5, and 8 of Article 19 of Chapter 160A; and Article 8 of Chapter 160A of the North Carolina General Statutes, delegated to local governmental units the responsibility to adopt regulations designed to promote the public health, safety, and general welfare of its citizenry; and

WHEREAS, the Legislature of the State of North Carolina has enacted General Statute Section 166A-19.41 (*State emergency assistance funds*) which provides that for a state of emergency declared pursuant to G.S. 166A-19.20(a) after the deadline established by the Federal Emergency Management Agency pursuant to the Disaster Mitigation Act of 2002, P.L. 106-390, the eligible entity shall have a hazard mitigation plan approved pursuant to the Stafford Act; and.

WHEREAS, Section 322 of the Federal Disaster Mitigation Act of 2000 states that local governments must develop an All-Hazards Mitigation Plan in order to be eligible to receive future Hazard Mitigation Grant Program Funds and other disaster-related assistance funding and that said Plan must be updated and adopted within a five year cycle; and

WHEREAS, the Town of Smithfield has performed a comprehensive review and evaluation of each section of the previously approved Hazard Mitigation Plan and has updated the said plan as required under regulations at 44 CFR Part 201 and according to guidance issued by the Federal Emergency Management Agency and the North Carolina Division of Emergency Management.

WHEREAS, it is the intent of the Town Council of Smithfield to fulfill this obligation in order that the Town and the County will be eligible for federal and state assistance in the event that a state of disaster is declared for a hazard event affecting the Town or the County;

NOW, THEREFORE, be it resolved that the Town Council of Smithfield hereby:

1. Adopts the Cape Fear Regional Hazard Mitigation Plan.
2. Vests Johnston County and the Town of Smithfield Emergency Management with the responsibility, authority, and the means to:
 - (a) Inform all concerned parties of this action.
 - (b) Cooperate with Federal, State and local agencies and private firms which undertake to study, survey, map and identify floodplain areas, and cooperate with neighboring communities with respect to management of adjoining floodplain areas in order to prevent exacerbation of existing hazard impacts.
3. Appoints Johnston County and the Town of Smithfield Emergency Management to assure that the Hazard Mitigation Plan is reviewed annually and every five years as specified in the Plan to assure that the Plan is in compliance with all State and Federal regulations and that any needed revisions or amendments to the Plan are developed and presented to the Johnston County Board of Commissioners for consideration.
4. Agrees to take such other official action as may be reasonably necessary to carry out the objectives of the Hazard Mitigation Plan.

Adopted this the 5th day of January, 2021

M. Andy Moore
Mayor of Smithfield Town Council

Attest:

Shannan Parrish
Clerk, Smithfield Town Council

Certified by: _____ (SEAL)

Date: _____



Request for Town Council Action

Consent
Agenda
Item
Date: 01/05/2021
DSDC Board
Appointments

Subject: Appointments to the Downtown Smithfield Development
Corporation's Board of Directors

Department: General Government

Presented by: Town Clerk – Shannan Parrish

Presentation: Consent Agenda Item

Issue Statement

The DSDC is requesting the Town Council appoint Troy Brindle & reappoint Benton Sawrey to serve on its Board of Directors

Financial Impact

There will be no impact to the budget.

Action Needed

Council approval of the appointments

Recommendation

Staff recommends approval of this appointments

Approved: Town Manager Town Attorney (not required)

Attachments:

1. Staff Report
2. Letter from DSDC Executive Director Sarah Edwards
3. Application – Troy Brindle
4. Application – Benton Sawrey



Staff Report

Consent DSDC Board
Agenda: Appointment

The Downtown Smithfield Development Corporation's Board of Directors is recommending the new appointment of Troy Brindle and the reappointment of Benton Sawrey to serve on the DSDC Board of Directors.

Pursuant to the Downtown Smithfield Development Corporation by-laws, any appointment to the Board must be approved by the Town Council.



December 15, 2020

Mrs. Shannan Parrish
Town Clerk
Town of Smithfield
PO Box 761
Smithfield, NC 27577

Re: DSDC Board Appointments

Dear Mrs. Parrish and the Smithfield Town Council,

As stated in Paragraph 8 of the Downtown Smithfield Development Corporation bylaws:

Vacancies on Board. When a vacancy shall occur on the Board of Directors, the remaining members of the Board shall nominate and elect a person to fill the vacancy and the nominee shall become a Director upon approval by resolution of the Smithfield Town Council.

The Board of Directors of the Downtown Smithfield Development Corporation would like to recommend that Troy Brindle be appointed and Benton Sawrey be reappointed to the Downtown Smithfield Development Corporation board. I have attached their applications for your review.

The Downtown Smithfield Development Corporation is formally requesting approval and asks that this be placed on the consent agenda for the Town Council's January meeting.

Thank you in advance for your consideration. Please feel free to contact me if you have any questions.

Sincerely,

Sarah Edwards
Executive Director



Downtown Smithfield Development Corporation Board of Directors Candidate Application

Name Troy Brindle

Business The Gilded Pear Brew House

Business Address 234 E. Market Street

Email thegildedpearsmithfield@gmail.com Cell Phone 919-922-5429

Business Phone 919-938-9020 Home Phone _____

Home Address 409 S. 4th Street Smithfield, NC

Brief Biography

Culinary Institute of America graduate. Worked in Switzerland as a culinary instructor. Opened Micro Brewery in Mt. Olive NC with an upscale restaurant. Work for Sysco Foods for 19 years.

Started in sales with sysco, moved to Executive chef, Business review consultant, and Director of revenue management.

In my spare time, Coach for a FIRST, FRC robotics team and Cubesat team at Smithfield Selma High School

Specific Qualifications for DSDC Board of Directors

Extensive background in the Hospitality industry. Experience with corporate Revenu stratagies and operating a small business.

Committee (indicate which committee best suits your interests):

Promotions

Marketing Downtown Smithfield through events and advertising to attract customers, potential investors, new businesses, residents, and visitors.

Design & Physical Improvement

Enhancing Downtown Smithfield's physical appearance through building rehabilitation, compatible new construction, public improvements, and design management systems.

Economic Development

Strengthening Downtown Smithfield's economic base and creating new opportunities through careful analysis and appropriate mixed-use development.

List three results you would like to see the DSDC accomplish

1. Bring more unique bussiness to downtown that can drop foot traffic.

2. Change market street to be more foot traffic friendly and business inviting.
Create more safe parking on Market street.

3. Have community events that would draw surrending patrons from local housing developments
Utilize more of the downtown buseinss in a partnering copacity.

Membership in other organizations

Organization	Dates	Activities/Leadership
Boy Scouts of America	2010 - 2020	Chairman, Leader

Please submit application to:
Downtown Smithfield Development Corporation
200 S. Front Street
Smithfield, NC 27577



**Downtown Smithfield Development Corporation
Board of Directors Candidate Application**

Name Benton Sawrey

Business Employee/Partner with Narron Wenzel, P.A.

Business Address 102 South Third Street, Smithfield, NC 27577

Email bsawrey@narronwenzel.com Cell Phone 919-403-0507

Business Phone 919-934-0049 Home Phone n/a

Home Address 86 Riverglade Drive, Clayton, NC 27527

Brief Biography

** Raised in Smithfield and lived here full time until leaving for college.

** Have been an attorney with Narron Wenzel the past seven (7) years. During that time, I have served on the DSDC for a period and in several different capacities.

** Married with a wife and two children (Greyson and Allie). Wife works in Raleigh at WakeMed and is a pediatric pharmacist.

Specific Qualifications for DSDC Board of Directors

Experienced member.

Committee (indicate which committee best suits your interests):

Promotions

Marketing Downtown Smithfield through events and advertising to attract customers, potential investors, new businesses, residents, and visitors.

Design & Physical Improvement

Enhancing Downtown Smithfield’s physical appearance through building rehabilitation, compatible new construction, public improvements, and design management systems.

Economic Development

Strengthening Downtown Smithfield’s economic base and creating new opportunities through careful analysis and appropriate mixed-use development.

List three results you would like to see the DSDC accomplish

1. Development of additional market rate rental units in the DSDC area.

2. Parking improvements to support retail and restaurants.

3. Recruitment of a brewery.

Membership in other organizations

Organization	Dates	Activities/Leadership
JCC	5+ years	Board of Trustees
Partnership for Children	4+ years	Board of Director
Horne UMC	3+ years	Member; Cap Committee

Please submit application to:
Downtown Smithfield Development Corporation
200 S. Front Street
Smithfield, NC 27577



Staff Report

Consent
Agenda
Item: New
Hire /
Vacancy
Report

Background

Per Policy, upon the hiring of a new or replacement employee, the Town Manager 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>
Assistant Finance Director	Finance	10-10-4200-5100-0200
Equipment Mechanic	PW – Garage	10-30-5650-5100-0200
Fire Inspector (Part-time)	Fire	10-20-5300-5100-0210
Police Officer I (5 positions)	Police	10-20-5100-5100-0200

Action Requested

The Town Council is asked to acknowledge that the Town has successfully filled the following vacancies in accordance with the Adopted FY 2020-2021 Budget.

<u>Position</u>	<u>Department</u>	<u>Budget Line</u>	<u>Rate of Pay</u>
Firefighter	Fire	10-20-5300-5100-0200	\$16.76/hr. (\$36,603.84/yr.)
P/T Firefighter (13 positions)	Fire	10-20-5300-5100-0210	\$17.60/hr.

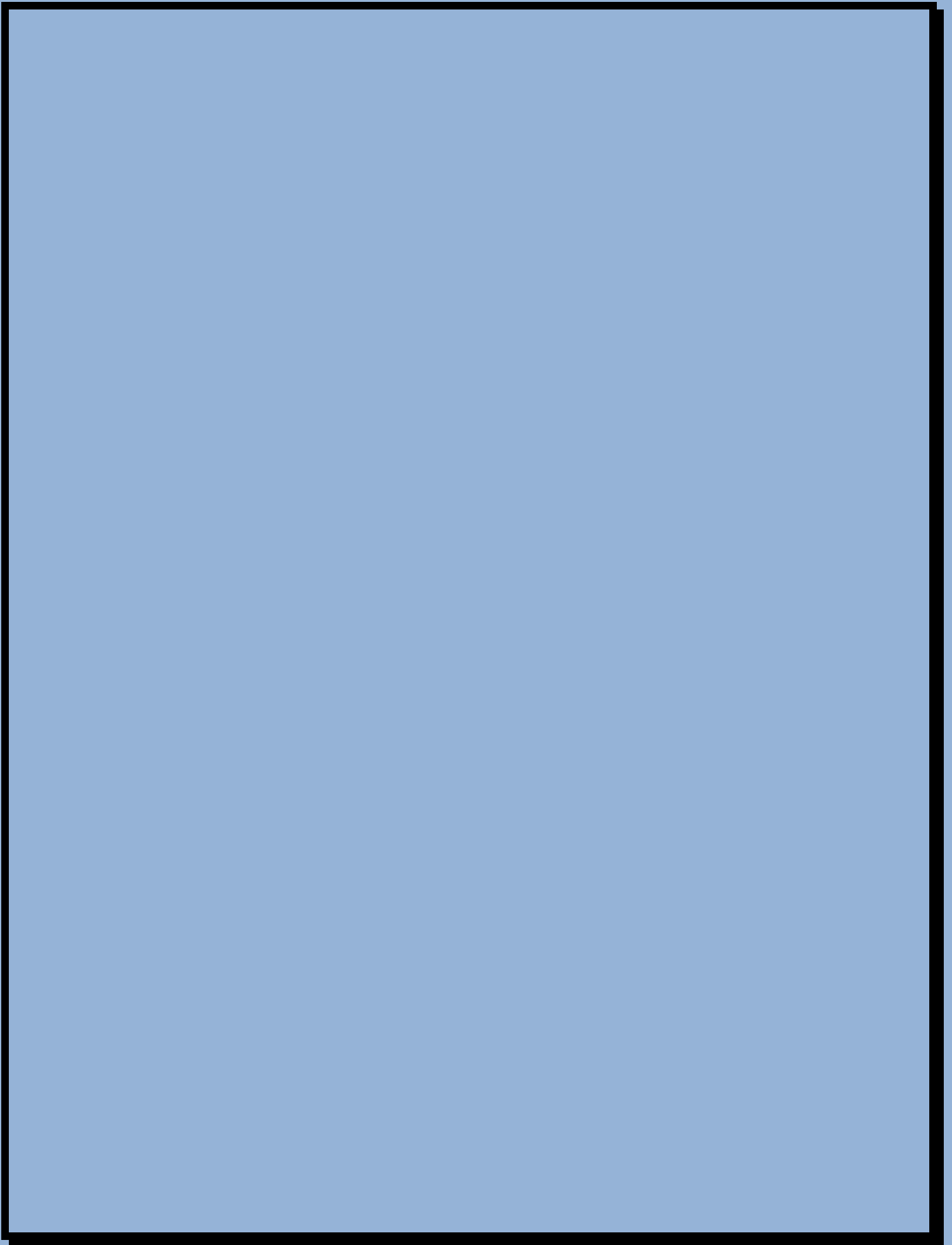
Additional Notes – COVID-19:

While we have experienced a few positive COVID tests with town staff, we have overall been very fortunate. Employees have been diligent with proper hygiene and adherence to safety guidelines and protocols. In addition, department heads are exercising an abundance of caution and providing proper time off for testing and quarantining to ensure the best of safety for employees and the public we serve.

To this date, we have had no need for employees to request donations of sick leave from other employees. However, administration will be quick to act should the need arise.

Important Note: Emergency Paid Sick Leave (ePSL) benefits terminated on 12/31/2020.

Business Items





Request for Town Council Action

Business
Agenda
Item: Storm
Water
Update
Date: 01/05/2021

Subject: Storm Water Update
Department: Public Works
Presented by: Michael Scott, Bill Dreitzler
Presentation: Business Agenda Item

Issue Statement

The Town has experienced flooding along the 301 Corridor of South Brightleaf Blvd. This occurs during incidents of heavy rain accumulation during short periods of time. The Town has been communicating with CSX to increase its drainage culvert size in the 1600 block of South Brightleaf Blvd.

Financial Impact

The Town is asked to prepare 90% plans at an estimated cost of \$40,000 and pay CSX an additional \$12,600 to review and approve the plans. The cost of culvert replacement is estimated at an additional \$700,000 to \$800,000.

Action Needed

None

Recommendation

None

Approved: Town Manager Town Attorney

Attachments:

1. Staff Report



Staff Report

Business
Agenda
Item: Storm
Water
Update

Numerous meetings have been held with representatives of CSX Railroad, elected officials at the State and Local levels, and staff following the flooding of the 1600 block of South Brightleaf Boulevard during Hurricane Matthew in October of 2016.

The Town Council and Johnston County Board of Commissioners have both passed resolutions requesting CSX increase its stormwater culvert size to accommodate additional storm water flow in the 1600 Block of South Brightleaf Boulevard. To date, CSX has refused to take any action other than dialogue on the issue.

Following a meeting in Senator Jackson's office in October, CSX representatives sent out a cost estimate of \$12,600 to evaluate the culvert size and cost of replacement. A meeting with affected residents was held in December. The Town Manager sought clarity from CSX on what the purpose of the \$12,600 was. Following a discussion with a representative from CSX it was determined that the \$12,600 would only pay for CSX to evaluate completed plans on upsizing the storm water pipe in the 1600 block of South Brightleaf Boulevard and a permit for upsizing the pipe by a contractor vetted and paid for by the Town of Smithfield. **The Town's engineer estimated the plans would cost about \$40,000. The estimate of increasing the culvert size remains between \$700,000 and \$800,000.**

The Town has submitted a BRIC (Building Resilient Infrastructure and Communities) grant through FEMA to assist with 75% of the cost. This grant remains in the evaluation stage.



Request for Town Council Action

Update on
Business Drone
Agenda Program /
Item: Policies
Progress
Date: 01/05/2021

Subject: Update on Drone Program / Policies Progress

Department: General Government

Presented by: Communications and Marketing Specialist - Brian Eaves

Presentation: Business Item

Issue Statement

The use of drones has become increasingly popular for both recreational use and municipal operations. For municipal purposes, drones can be used to assess operations for all departments, while offering a much safer environment for Town staff.

Financial Impact

No impact currently. Budgetary requests may be made in the future as each department assesses their individual needs.

Action Needed

No action at this time.

Recommendation

Staff recommends that Council consider future funding and support for development of Drone program for Town of Smithfield departments to use for Town business. Staff also recommends that Council support future designated drone fly zones for the public. These future recommendations will be presented by Parks and Recreation Director Gary Johnson.

Approved: Town Manager Town Attorney

Attachments:

1. Staff Report
2. Draft Drone Public Policy



Staff Report

Update on
Business Drone
Agenda Program /
Item: Policies
Progress

The use of drones has become increasingly popular for both recreational use and municipal operations. For municipal purposes, drones can be used to assess operations for all departments, while offering a much safer environment for Town staff.

Several types of usage include:

- Fire, HazMat Response and Disaster Operations - While hazardous materials response is not new, the integration of drone technology into HazMat and the capabilities of those drones to provide reliable and real-time information to responders is new. Drones are more efficient and more effective at performing down-range reconnaissance. Drones save the lives of responders and the public when they are used properly for the collection of information and decision-making. There are a lot of ways drones might help firefighters. Operators could use them to get a better view of where a fire has spread to, which could give them a better idea of how to fight it. As crews move into areas that have been burned, drones mounted with thermal cameras could point out hot spots on the ground.
- Law Enforcement Operations - Drones are used in everything from high pressure tactical situations where split-second decisions need to be made to investigations and documentation where evidence needs to be carefully collected as they only have one chance to get the job done. Drones can also be very helpful for both Law Enforcement and Fire personnel for search and rescue operations.
- Planning Departments – Planning staff can utilize drones mapping and 3D models in order to assist is both commercial and residential developments.
- Public Utilities – Drones are being used by electric and other public utilities to assess and support operations. Drones allow for the public utilities to inventory all assets, identify repair needs before they get to substantial, etc. This saves time and provides safety staff as these inspections can be made from the ground using the drone rather than having put staff in bucket trucks, etc.

In all uses, safety and time are the key rewards for a having a successful drone program.



Unmanned Aerial Systems (Drones) Policies

The Town of Smithfield recognizes operating unmanned aerial systems (UAS), or drones, has become a popular recreational activity. This webpage will serve as a resource that provides all the necessary information needed for recreational drone flying within the Town of Smithfield.

Areas that have been approved for UAS or drone use are listed below with their hours and designated approved locations.

Getting Started

As a recreational UAS pilot, you must first register your aircraft with the [Federal Aviation Administration](#).

Once you have registered your UAS (drone), here are a few of the basic rules:

- Fly at or below 200 feet (**NOTE: Though FAA guidelines allow for an approved flight height of 400 feet, the Town of Smithfield's policy allows a maximum flight height of 200 feet**)
- Keep your drone within visual line of sight (VLOS)
- Don't fly in [restricted airspace](#)
- Don't fly over groups of people
- Don't fly over people, traffic, stadiums or sporting events
- Don't fly near emergency response efforts
- Don't fly under the influence
- Don't fly at night

Other Helpful Links

- [Recreational Flyers and Modeler Based Community Organizations](#)
- [Before You Fly \(B4UFLY\) Mobile App](#)

UAS (Drones) weighing **less than 400 grams** may take off and land in any Town of Smithfield location except for nature preserves, lakes, wetland centers, or cemeteries. UAS (Drones) weighing **more than 400 grams** should take off and land from the designated locations listed below.

Before flying your drone, be sure to check the area on the [U.S. Air Space Map](#). Once you enter the location address, click on the map to identify all possible air traffic restrictions including airport/heliports you may need to contact before flight.

Model Rocketry

- Observe and abide by the National Association of Rocketry Safety Code and Safety Zone Requirements;
 - [American Academy of Model Aeronautics National Model Aircraft Safety Code](#)
- Not launch in unsafe weather conditions or when wind speeds are greater than 20 miles per hour;
- Ensure launch sites must have a diameter of at least 400 feet free of any obstructions, including trees, structures, play equipment and should be level;
- Operate a safe distance from park users;
- Utilize single rocket engines size “A” or “B”; and,
- Be responsible for disposing of all trash associated with the activity.

If you have any questions, comments or suggestions for UAS (Drones) within the Town of Smithfield, call the [Smithfield Parks and Recreation Department](#) at 919-934-2148.

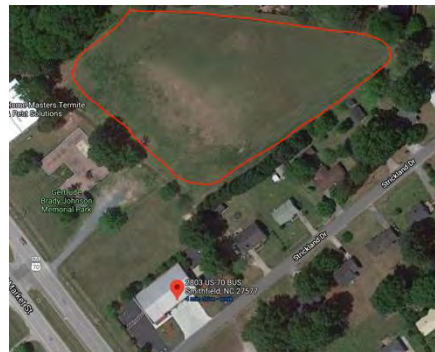
Approved UAS Space in Smithfield

Gertrude B. Johnson Park

[1222 West Market Street](#)

Location in Park: Open space

Hours: Dawn to Dusk



Other Town of Smithfield parks will be added at a later date.



Request for Town Council Action

Agenda
Item: S-18-01
Date: 01/05/2021

Subject: East River Preliminary Plat (replat)
Department: Planning
Presented by: Planning Director – Planning Director
Presentation: Business Item

Issue Statement

David DeYoung, RiverWild, respectfully requests the Town Council approve the revised preliminary plat for East River, S-18-01.

Financial Impact

None with revision.

Action Needed

To review the preliminary plat and make a decision whether to approve or deny the preliminary plat.

Recommendation

The Planning Department and Planning Board recommend approval of the revised preliminary plat, S-18-01.

Approved: Town Manager Town Attorney

Attachments:

1. Staff report
2. Application
3. Preliminary Plat, Current revision (same as RZ-20-07 plan).



Staff Report

Agenda
Items: S-18-01

OVERVIEW:

1. The Town Council first approved the East River PUD Master Plan and preliminary plat on December 4, 2018 with 280 detached single family lots of which up to 76 of them may be attached units (triplexes) and up to 35 townhouse units on the east side of Buffalo Road.
2. Because of stormwater management issues, the preliminary plat was resubmitted and approved on April 7, 2020 consisting of 188 detached single-family residential lots, 75 attached single-family triplex lots and 30 townhouse lots.
3. This third submittal is consistent with the approved PUD Master Plan (approved on 12/1/20) and will result in:
 - o A total unit count of 293 lots of which 168 are detached single family residential lots, 60 attached single-family triplex lots and 65 townhouse lots.
 - o The phasing has changed from 9 phases to 7 (phases 1 and 2 are under construction and will not be affected).
 - o Updated and improved stormwater management infrastructure, a new central park feature, new mail kiosk area, guest parking for the tri-plex lots, and improved routing of the greenway away from the cul-de-sac and pump station.

Note: The construction plans associated with this preliminary plat substantially comply with the subdivision requirements of the UDO. Construction plans will not be approved until all review comments have been fully addressed.

Application Number:	S-18-01
Project Name:	East River
NC Pin:	169520-80-3415 and 169420-79-4697
Town Limits/ETJ:	Town of Smithfield
Applicant:	RiverWild
Property Owner:	Buffalo Road, LLC
Agents:	David DeYound, RiverWild

LOCATION: roughly 1400 feet north of M. Durwood Stephenson Parkway.

SITE/DEVELOPMENT DATA:

Acreage:	54.97 acres (affects phases 3-7)
Present Zoning:	PUD Planned Unit Development
Existing Uses:	Single-Family Residential
Proposed Use:	Detached Single-Family Residential/Attached Single Family Triplexes/Townhomes
Fire Protection:	Town of Smithfield
Parks and Recreation:	Public use trails/greenway.
Access:	Buffalo Road
Utilities:	Town of Smithfield

Unit Type/Density. The revised preliminary plat (third) will result in a total PUD lot count of 293 lots of which 168 are detached single family residential lots, 60 attached single-family triplex lots and 65 townhouse lots.

The townhouses on the east side of Buffalo Road are considered multi-family and will require a special use permit.

Environmental. The proposed development site is outside of the floodplain and there should be no environmental threats. The Neuse River and a blue line stream on the south edge of the site will require buffering. As a result of being in the WS IV-PA Water Supply Watershed Protection Overlay District and utilizing the high-density option, the buffers are increased from 50 feet to 100 feet. The proposed greenway trail along the Neuse River is shown to be outside the blue line stream along the southern property boundary. The greenway trail is shown to be partially within the 100-foot buffer of the Neuse River.

Water Supply Watershed Protection Overlay District. Much of the proposed PUD development is within the WS IV-PA Overlay District. This overlay district provides an extra layer of regulation intended to protect the water supply watershed from pollution caused primarily from stormwater runoff. Within the WS IV-PA lot sizes are limited to ½ acre lots, unless cluster subdivision standards are followed (UDO Section 7.34). Impervious surfaces are limited to 24% unless the high-density option is utilized (UDO Section 10.92.6.2.3). With the high-density option, higher level of stormwater management controls is required and allows up to 75% impervious limit. The PUD development roughly follows the cluster development standards in Article 7 of the UDO.

Cluster Subdivision Standards. The proposed development is subject to the Supplementary Standards for Cluster Subdivision (UDO Section 7.34) with some exceptions. The development is in compliance with the cluster requirements:

- Required open space is equal or greater to the reduction of the lot sizes from the underlying zoning district requirements when including Phases 1 and 2 that are currently under construction.
- Under the Cluster regulations, lot size cannot be less than 4,800 sq. ft. (60% of 8,000) Many of the lots are under 4,800 sq. ft. in size, but were approved with the original PUD Plan:
 - Single-family detached – 3,145 sq. ft.
 - Single family attached (tri-plex) units – 2,000 sq. ft.

- Townhome units – 1,400 sq. ft.
- Minimum lot width and lot frontage cannot be less than 40 feet. Many of the lots are less than 40 feet wide but were approved with the original PUD Plan.
 - Single-family detached – 37 ft.
 - Single family attached (tri-plex) units – 25 ft.
 - Townhome units – 17.5 ft.
- The side yard setbacks cannot be less than 6 feet. If a zero-lot line lot, the other setback is required to be 12 feet. A zero-lot line cannot be more than one side of the lot. The Council approved a deviation from the cluster provisions with the original PUD plan:
 - Single-family detached – 5 ft.
 - Single family attached (tri-plex) units – 0 ft. on two sides/6 ft.
 - Townhome units – 0 ft. on two sides/6 ft.
- The building separation minimum is 12 ft. The proposed development is proposing a 10 ft. building separation (UDO Section 7.34.4.7). The Council approved this deviation from the cluster provisions with the approval of the PUD master plan.

State Road Dedication and Access. The revised PUD plans shows road access off Buffalo Road in two locations on both sides of Buffalo Road. The previous plans had two entrances on the east side and a single entrance on the east side. NCDOT approval will be required for each entrance prior to construction of the entrances. The developer has dedicated public right of way for Buffalo Road as required by the NCDOT.

Traffic Impact Study. A traffic impact study was conducted by Ramey-Kemp & Associates with the first submittal of the preliminary plat. The conditions have not changed, and no new study is needed.

Streets. The subdivision shows a mix of 50 foot and 60-foot-wide public R/W. The outer loop road is shown as a 60-foot R/W, whereas, the remainder of the R/W is proposed to be 50 feet wide. The streets are 24' wide with mountable valley curb.

The west side of the development was reconfigured with the tri-plex lots aligned on a 50' wide right-of-way that loops around a central park as an organizing theme with the remainder of the lots being detached single family residential.

The previous PUD Plan for the east side of the development had a mix of detached single family and townhouse lots with a single entrance off of Buffalo Road. The PUD Plan now has all the townhouse lots located here with two access points off of Buffalo Road. The roads on the east side of Buffalo Road will be private and maintained by the HOA. Staff recommends the two private roads on the east side of Buffalo Road be connected so that there are two ways in and out for each building.

Sidewalks. Sidewalks are shown on both sides of each street throughout the development which is consistent with the original PUD Plans. The UDO only requires sidewalks on one side. Sidewalks are required along Buffalo Road; however, the developer is proposing a 10' trail rather than a sidewalk that weaves in and out of the Buffalo Road right-of-way along both frontages.

Trails. The PUD Plan shows private and public trails. The public trails are along both sides of Buffalo Road, through the center of the development connecting the Buffalo Road Trail to the Neuse River trail, and a trail along the Neuse River. The trails along Buffalo Road and along the River need to extend to the limits of the development to the north and south. The trail along the east side of Buffalo nearly abuts the rear edge of the townhouse lots. The townhouse development plans should be modified to provide greater separation between the townhouse lots and the trail in association with the special use permit.

The greenway trail along the Neuse River will be constructed by the developer in the public easement, except for the dead-end segment that connects to the north extent of the development. That segment would be constructed by the Town if needed to connect to future development.

Trails within the of Buffalo Road right-of-way will require an NCDOT permit.

Parks Dedication. According to Park Dedication Requirements of the UDO, Section 10.112.3, at least one fifty-seventh of an acre (1/57) shall be dedicated for each dwelling unit planned or provided for in the subdivision plan, or a fee in lieu of park land dedication. No parkland has been identified in the comprehensive plan for this area. The fee in lieu will be due prior to recording the final plat, based on the number of lots within each platted phase.

Private Park Facilities. The revised PUD Plan is organized around a central park which is surrounded by the triplex lots, then detached single family units beyond. The central park has walking concrete paths, a playground, mailboxes. The guest parking stalls around located around the park. The public greenway trail in a trail easement crosses through the park.

Public Utilities. The development will be served by Town water, sewer and electrical service. The developer estimated wastewater flow for the development to be 113,400 gallons per day. A portion of the development will be served by gravity wastewater flow and a portion will require a wastewater pump station which is to be located just beyond the Shore Court cul-de-sac. The wastewater pump station will be required to meet Town standards with appropriate public access for maintenance.

The pump station is shown to be located near future residential homes and potentially interfering with the required stormwater SCM maintenance accessway. More detail is needed of both and this area may need to be modified to meet stormwater management requirements and utility requirements.

Stormwater Management. The stormwater management has been modified again with this revised PUD Plan. In the original PUD Plan, the exiting pond near the Neuse River was to be used as a SCM. In the 2nd revision, the PUD open space was going to be dominated by SCMs. In this revised PUD Plan, two stormwater SCMs are shown to be located near the exiting ponds in the open space and another on the east side of Buffalo Road which will serve the townhouse area.

Landscaping. There are no specific landscaping standards for single-family residential development. The original PUD master plan showed a conceptual plan that included street trees and landscaping within open space. The developer is installing landscaping in the first and second phases that will be continued throughout the development.

Parking. The UDO requires 2 parking stalls per unit for single family residential. This requirement will be accommodated with the garages and driveways. The Multifamily dwellings require 1.5 spaces per 1-bedroom units, 1.75 spaces per unit for 2-bedroom units, and 2 spaces for 3 or more-bedroom units. The exact number of bedrooms in each unit is unknown. Parking will be reviewed with each phase of construction to ensure parking compliance. The Multi-family residential requires a special use permit. The revised PUD Plan includes guest parking around the Central Park which will relieve parking congestion anticipated in this area. Furthermore, developer has incorporated into the HOA declarations a prohibition on street parking.

Street Lighting. A preliminary lighting plan has been provided with the light poles within easements located just beyond the public rights-of-ways.

Phasing. The developer has revised the phasing plan from 9 phases to 7 phases. Phases 6 and 7 are to be multi-family and will require a separate special use permit.

Homeowners Association Documents. The development is a maintenance free development with the HOA responsible for maintenance of yards and shared open space and amenities. The Town Attorney approved the HOA documents prior to recording the final plat for the first phase. With each successive phase the HOA documents will be modified to incorporate new phases.

Signs. Subdivision signs are regulated by the Town of Smithfield Unified Development Ordinance and prior to construction a separate sign permit from the Planning Department will be required.

PLANNING DEPARTMENT AND PLANNING BOARD RECOMMENDATIONS:

The Planning Department and Planning Board recommend approval of the revised East River Preliminary Subdivision, S-18-01.

RECOMMENDED MOTION:

***“Move to approve the revised preliminary plat for East River PUD, S-18-01.*”**



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

**Preliminary Subdivision Application
 General Information**

Development Name East River Revised Master Plan	
Proposed Use Single Family Residential - PUD	
Property Address(es) 1860 Buffalo Road Smithfield NC 27577	
Johnston County Property Identification Number(s) and Tax ID Number (s) for each parcel to which these guidelines will apply:	
PIN# 169520-80-3415, 169420-79-4697	TAX ID# 14075013, 14075014Q
Project type? <input type="checkbox"/> Single Family <input type="checkbox"/> Townhouse <input type="checkbox"/> Multi-Family <input type="checkbox"/> Non-Residential <input checked="" type="checkbox"/> Planned Unit Development (PUD)	

OWNER/DEVELOPER INFORMATION

Company Name Buffalo Rd LLC	Owner/Developer Name Buffalo Rd LLC	
Address 114 W Main Street Clayton NC 27520		
Phone (919) 901-3178	Email david@theriverwildteam.com	Fax n/a

CONSULTANT/CONTACT PERSON FOR PLANS

Company Name RiverWild	Contact Name David DeYoung	
Address 114 W Main Street Clayton NC 27520		
Phone (919) 901-3178	Email David@theriverwildteam.com	Fax n/a

DEVELOPMENT TYPE AND SITE DATE TABLE (Applicable to all developments)

ZONING INFORMATION

Zoning District(s) PUD
If more than one district, provide the acreage of each:
Overlay District? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No WS IV-PA WSWP Overlay District
Inside City Limits? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No

FOR OFFICE USE ONLY

File Number: _____ Date Submitted: _____ Date Received: _____ Amount Paid: _____

Project Narrative

As part of a complete application, a written project narrative that provides detailed information regarding your proposal must be included. On a separate sheet of paper, please address each of the lettered items listed below (answers must be submitted in both hard copy and electronic copy using the Adobe .PDF or MS Word .DOCX file formats):

- a) A listing of contact information including name(s), address(es) and phone number(s) of: the owner of record, authorized agents or representatives, engineer, surveyor, and any other relevant associates;
- b) A listing of the following site data: Address, current zoning, parcel size in acres and square feet, property identification number(s) (PIN), and current legal description(s);
- c) A listing of general information including: the proposed name of the subdivision, the number of proposed lots, acreage dedicated for open space or public use, acreage dedicated within rights of way;
- d) A narrative explaining the intent of the project and/or your original or revised vision for the finished product;
- e) A statement showing the proposed density of the project with the method of calculating said density shown;
- f) Discuss proposed infrastructure improvements and phasing thereof (i.e. proposed roadways, sewer systems, water systems, sidewalks/trails, parking, etc.) necessary to serve the subdivision;
- g) A narrative addressing concerns/issues raised by neighboring properties (discussing your proposal with the neighboring land owners is recommended to get a sense of what issues may arise as your application is processed);
- h) A description of how conflicts with nearby land uses (livability, value, potential future development, etc.) and/or disturbances to wetlands or natural areas are being avoided or mitigated;
- i) Provide justification that the proposal will not place an excessive burden on roads (traffic), sewage, water supply, parks, schools, fire, police, or other public facilities/services (including traffic flows) in the area;
- j) A description of proposed parks and/or open space. Please include a brief statement on the proposed ownership and maintenance of said areas;
- k) A proposed development schedule indicating the approximate date when construction of the project, or stages of the same, can be expected to begin and be completed (including the proposed phasing of construction of public improvements and recreational and common space areas).

STORMWATER INFORMATION

Existing Impervious Surface	0	acres/sf	Flood Hazard Area	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
Proposed Impervious Surface	20.87	acres/sf	Neuse River Buffer	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
Watershed protection Area	Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>	
			Wetlands	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No

If in a Flood Hazard Area, provide the FEMA Map Panel # and Base Flood Elevation n/a

NUMBER OF LOTS AND DENSITY

Total # of Single Family Lots	168	Overall Unit(s)/Acre Densities Per Zoning Districts	5.33 per updated master plan
Total # of Townhouse Lots	125	Acreage in active open space	1.54 per updated master plan
Total # of All Lots	293	Acreage in passive open space	18.55 per updated master plan

SIGNATURE BLOCK (Applicable to all developments)

In filing this plan as the property owner(s), I/we do hereby agree and firmly bind ourselves, my/our heirs, executors, administrators, successors and assigns jointly and severally to construct all improvements and make all dedications as shown on this proposed subdivision plan as approved by the Town.

I hereby designate David DeYoung - RiverWild to serve as my agent regarding this application, to receive and respond to administrative comments, to resubmit plans on my behalf, and to represent me in any public meeting regarding this application.

I/we have read, acknowledge, and affirm that this project is conforming to all application requirements applicable with the proposed development use.

Signature  Date 11/4/20

Signature _____ Date _____

REVIEW FEES

Major Subdivision (Submit 7 paper copies & 1 Digital copy on CD) \$500.00 + \$5.00 a lot

FOR OFFICE USE ONLY

File Number: _____ Date Submitted: _____ Date Received: _____ Amount Paid: _____

INFORMATION TO BE PROVIDED ON PRELIMINARY AND FINAL PLATS.

The preliminary plats shall depict or contain the information indicated in the following table. An "X" indicates that the information is required.

<i>Information</i>	<i>Preliminary Plat</i>
Vicinity map (6" W x 4" H) showing location of subdivision in relation to neighboring tracts, subdivision, roads, and waterways (to include streets and lots of adjacent developed or platted properties). Also include corporate limits, Town boundaries, county lines if on or near subdivision tract.	X
Boundaries of tract and portion to be subdivided, including total acreage to be subdivided, distinctly and accurately represented with all bearings and distances shown.	X
Proposed street layout and right-of-way width, lot layout and size of each lot. Number lots consecutively throughout the subdivision.	X
Name of proposed subdivision.	X
Statement from the Johnston County Health Department that a copy of the sketch plan has been submitted to them, if septic tanks or other onsite water or wastewater systems are to be used in the subdivision, AND/OR statement from the County Public Utilities that application has been made for public water and/or sewer permits.	X
Graphic scale.	X
North arrow and orientation.	X
Concurrent with submission of the Preliminary Plat to the Town, the subdivider or planner shall submit copies of the Preliminary Plat and any accompanying material to any other applicable agencies concerned with new development, including, but not limited to: District Highway Engineer, County Board of Education, U.S. Army Corps of Engineers, State Department of Natural Resources and Community Development, for review and recommendation.	X
List the proposed construction sequence.	X
Storm water plan – see Article 10, Part VI.	X
Show existing contour lines with no larger than five-foot contour intervals.	X
New contour lines resulting from earth movement (shown as solid lines) with no larger than five-foot contour intervals (existing lines should be shown as dotted lines).	X
Survey plat, date(s) survey was conducted and plat prepared, the name, address, phone number, registration number and seal of the Registered Land Surveyor.	X
Names, addresses, and telephone numbers of all owners, mortgagees, land planners, architects, landscape architects and professional engineers responsible for the subdivision (include registration numbers and seals, where applicable).	X
Date of the drawing(s) and latest revision date(s).	X

Information	Preliminary Plat
The owner's name(s) of adjoining properties and Zoning District of each parcel within 100' of the proposed site.	X
State on plans any variance request(s).	X
Show existing buildings or other structures, water courses, railroads, bridges, culverts, storm drains, both on the land to be subdivided and land immediately adjoining. Show wooded areas, marshes, swamps, rock outcrops, ponds or lakes, streams or stream beds and any other natural features affecting the site.	X
The exact location of the flood hazard, floodway and floodway fringe areas from the community's FHBM or FIRM maps (FEMA). State the base flood elevation data for subdivision.	X
Show the minimum building setback lines for each lot.	X
Provide grading and landscape plans. Proposed plantings or construction of other devices to comply with the screening requirements of Article 10, Part II.	X
Show location of all proposed entrance or subdivision signage (see Section 10.23.1).	X
Show pump station detail including any tower, if applicable.	X
Show area which will not be disturbed of natural vegetation (percentage of total site).	X
Label all buffer areas, if any, and provide percentage of total site.	X
Show all riparian buffer areas.	X
Show all watershed protection and management areas per Article 10, Part VI.	X
Soil erosion plan.	X
Show temporary construction access pad.	X
Outdoor illumination with lighting fixtures and name of electricity provider.	X
The following data concerning proposed streets:	
Streets, labeled by classification (see Town of Smithfield construction standards) and street name showing linear feet, whether curb and gutter or shoulders and swales are to be provided and indicating street paving widths, approximate grades and typical street cross-sections. Private roads in subdivisions shall also be shown and clearly labeled as such.	X
Traffic signage location and detail.	X
Design engineering data for all corners and curves.	X
For office review; a complete site layout, including any future expansion anticipated; horizontal alignment indicating general curve data on site layout plan; vertical alignment indicated by percent grade, PI station and vertical curve length on site plan layout; the District Engineer may require the plotting of the ground profile and grade line for roads where special conditions or problems exist; typical section indicating the pavement design and width and the slopes, widths and details for either the curb and gutter or the shoulder and ditch proposed; drainage facilities and drainage.	X

<i>Information</i>	<i>Preliminary Plat</i>
Type of street dedication; all streets must be designated public. (Where public streets are involved which will be dedicated to the Town, the subdivider must submit all street plans to the UDO Administrator for approval prior to preliminary plat approval).	X
When streets have been accepted into the municipal or the state system before lots are sold, a statement explaining the status of the street in accordance with the Town of Smithfield construction standards.	X
If any street is proposed to intersect with a state maintained road, a copy of the application for driveway approval as required by the Department of Transportation, Division of Highways Manual on Driveway Regulations. (1) Evidence that the subdivider has applied for such approval. (2) Evidence that the subdivider has obtained such approval.	X X X
The location and dimensions of all:	
Utility and other easements.	X
Pedestrian and bicycle paths.	X
Areas to be dedicated to or reserved for public use.	X
The future ownership (dedication or reservation for public use to governmental body or for owners to duly constituted homeowners' association) of recreation and open space lands.	X
Required riparian and stream buffer per Article 10, Part VI.	X
The site/civil plans for utility layouts including:	
Sanitary sewers, invert elevations at manhole (include profiles).	X
Storm sewers, invert elevations at manhole (include profiles).	X
Best management practices (BMPs)	X
Stormwater control structures	X
Other drainage facilities, if any.	X
Impervious surface ratios	X
Water distribution lines, including line sizes, the location of fire hydrants, blow offs, manholes, force mains, and gate valves.	X
Gas lines.	X
Telephone lines.	X
Electric lines.	X
Plans for individual water supply and sewage disposal systems, if any.	X
Provide site calculations including:	
Acreage in buffering/recreation/open space requirements.	X
Linear feet in streets and acreage.	X
The name and location of any property or buildings within the proposed subdivision or within any contiguous property that is located on the US Department of Interior's National Register of Historic Places.	X

<i>Information</i>	<i>Preliminary Plat</i>
Sufficient engineering data to determine readily and reproduce on the ground every straight or curved line, street line, lot line, right-of-way line, easement line, and setback line, including dimensions, bearings, or deflection angles, radii, central angles and tangent distance for the center line of curved property lines that is not the boundary line of curved streets. All dimensions shall be measured to the nearest one-tenth of a foot and all angles to the nearest minute.	X
The accurate locations and descriptions of all monuments, markers, and control points.	X
Proposed deed restrictions or covenants to be imposed upon newly created lots. Such restrictions are mandatory when private recreation areas are established. Must include statement of compliance with state, local, and federal regulations.	X
A copy of the erosion control plan submitted to the Regional Office of NC- DNRCD, when land disturbing activity amounts to one acre or more.	X
All certifications required in Section 10.117.	X
Any other information considered by either the subdivider, UDO Administrator, Planning Board, or Town Council to be pertinent to the review of the plat.	X
Improvements guarantees (see Section 5.8.2.6).	

FOR OFFICE USE ONLY			
File Number: _____	Date Submitted: _____	Date Received: _____	Amount Paid: _____

East River Phase 2 Preliminary Subdivision Application - Project Narrative

a) A listing of contact information including name(s), address(es) and phone number(s) of: the owner of record, authorized agents or representatives, engineer, surveyor, and any other relevant associates;

Owner of Record: Buffalo Road LLC, 114 W Main Street Clayton NC 27520, (919) 901-3178
Agent/Representative: David DeYoung - RiverWild , 114 W Main Street Clayton NC 27520, (919) 901-3178
Engineer: (Phase 1-2) Adams and Hodge Engineering, 314 E Main St, Clayton, NC 27520, (919) 243-1332
(Phase 3-7) Stewart, Inc., 223 S. West Street, Suite 1100 Raleigh, NC 27603, (919) 380-8750
Contact: Cindy Szwarcop - cszwarcop@stewartinc.com
Surveyor: Mike Stokes, Stokes Surveying & Mapping, PLLC, 1425 Rock Quarry Rd ste # 105-b, Raleigh, NC 27610, (919) 977-7825

b) A listing of the following site data: Address, current zoning, parcel size in acres and square feet, property identification number(s) (PIN), and current legal description(s);

Address: 1860 Buffalo Road Smithfield NC 27577 Current Zoning: PUD
Parcel Size: 54.97 acres - 2,394,493 st PIN: 169520-80-3415, 169420-79-4697

Current Legal Description:

c) A listing of general information including: the proposed name of the subdivision, the number of proposed lots, acreage dedicated for open space or public use, acreage dedicated within rights of way;

Proposed Name: East River # Proposed Lots: 293 Active Open Space: 1.54 acres
Passive Open Space: 18.55 acres

d) A narrative explaining the intent of the project and/or your original or revised vision for the finished product;

The subdivision is being revised to significantly improve the quality of the development. Notable changes include removal of the proposed stormwater wetlands, improved overall layout of housing units, and the creation of a central park area to serve the community.

e) A statement showing the proposed density of the project with the method of calculating said density shown;

Proposed density: 5.33 units per acre. The unit density for this subdivision was calculated by dividing the proposed number of units (293 units) by the total acreage of the property (54.97 acres), which resulted in the units per acre density (5.33 units per acre)

f) Discuss proposed infrastructure improvements and phasing thereof (i.e. proposed roadways, sewer systems, water systems, sidewalks/trails, parking, etc.) necessary to serve the subdivision;

The redesign of the subdivision enhances pedestrian circulation and includes a central park area. Central park serves as a destination point for sidewalks and trails through the community and will include a centralized mail facility, dog park, playground, pavilion and open lawn area. Other infrastructure has been engineered to meet the standards of the Town of Smithfield. Additionally, a dedication of right-of-way for the expansion of Buffalo Road has been completed with NCDOT.

g) A narrative addressing concerns/issues raised by neighboring properties (discussing your proposal with the neighboring landowners is recommended to get a sense of what issues may arise as your application is processed);

The development is actively under construction with an existing valid subdivision approval. There have been no concerns from neighboring property owners.

h) A description of how conflicts with nearby land uses (livability, value, potential future development, etc.) and/or disturbances to wetlands or natural areas are being avoided or mitigated;

As stated above, the development is actively under construction with an existing valid subdivision approval. The proposed redesign takes into consideration location of existing environmental features and avoids disturbance to the greatest extent possible. The redesign is an enhancement of the currently approved plan and should increase the value and livability of the subdivision and surrounding properties. Additionally, the enhanced plan should serve as a positive example to future developments in the Town.

i) Provide justification that the proposal will not place an excessive burden on roads (traffic), sewage, water supply, parks, schools, fire, police, or other public facilities/services (including traffic flows) in the area;

As previously stated, the development is actively under construction with an existing valid subdivision approval. No changes are being made from the current approval that will place an excessive burden on public infrastructure or facilities.

j) A description of proposed parks and/or open space. Please include a brief statement on the proposed ownership and maintenance of said areas;

The subdivision includes a new central park area which serves as a destination point for sidewalks and trails through the community. This new feature will include on-street parking, a centralized mail facility, a dog park, a playground, a pavilion, an open lawn area, and a circular walking trail. These areas will ultimately be maintained by the Homeowners Association.

k) A proposed development schedule indicating the approximate date when construction of the project, or stages of the same, can be expected to begin and be completed (including the proposed phasing of construction of public improvements and recreational and common space areas).

Phase one and two of the development are underway. Construction Drawings for the remaining phases have been submitted to the Town for review and approval and it is anticipated that the next phase will start construction in early 2021 and will include the central park area. All remaining phases should be completed by the end of 2022.

Client:
 RIVERWILD
 114 W. MAIN STREET
 CLAYTON, NC 27820

Consultants:
 STOKES SURVEYING & MAPPING, PLLC
 1425 ROCK QUARRY RD, SUITE 105-B
 RALEIGH, NC 27610

MITCHELL ENVIRONMENTAL PA
 191 LAKESTONE VILLAGE LANE
 FLOUARY-VARINA, NC 27526

Project:
 EAST RIVER PUD

Scale:
 1" = 100'

North Arrow:
 NORTH

Legend:

- 100 YEAR FLOODPLAIN
- RIPARIAN BUFFER & VEGETATIVE BUFFER AREA
- WETLANDS
- OPEN SPACE (PRIVATE)
- CENTRAL PARK OPEN SPACE
- SINGLE FAMILY LOTS
- TRIPLEX LOTS
- TOWNHOME LOTS

Issued for:
 MASTER SUBDIVISION
 PLAN AMENDMENT

No. Date

Title:
 MASTER SUBDIVISION
 PLAN

Project number: L20035
Sheet #: EL
Issued Date: 10/01/2020
Drawn by: MT
Approved by:

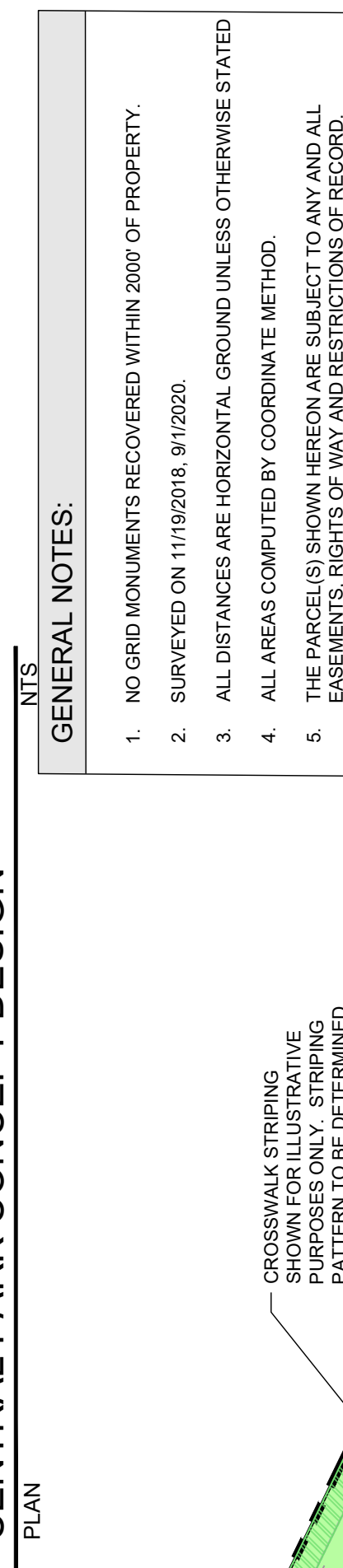
**PRELIMINARY - DO NOT
 USE FOR CONSTRUCTION**

Scale:
 1" = 100'



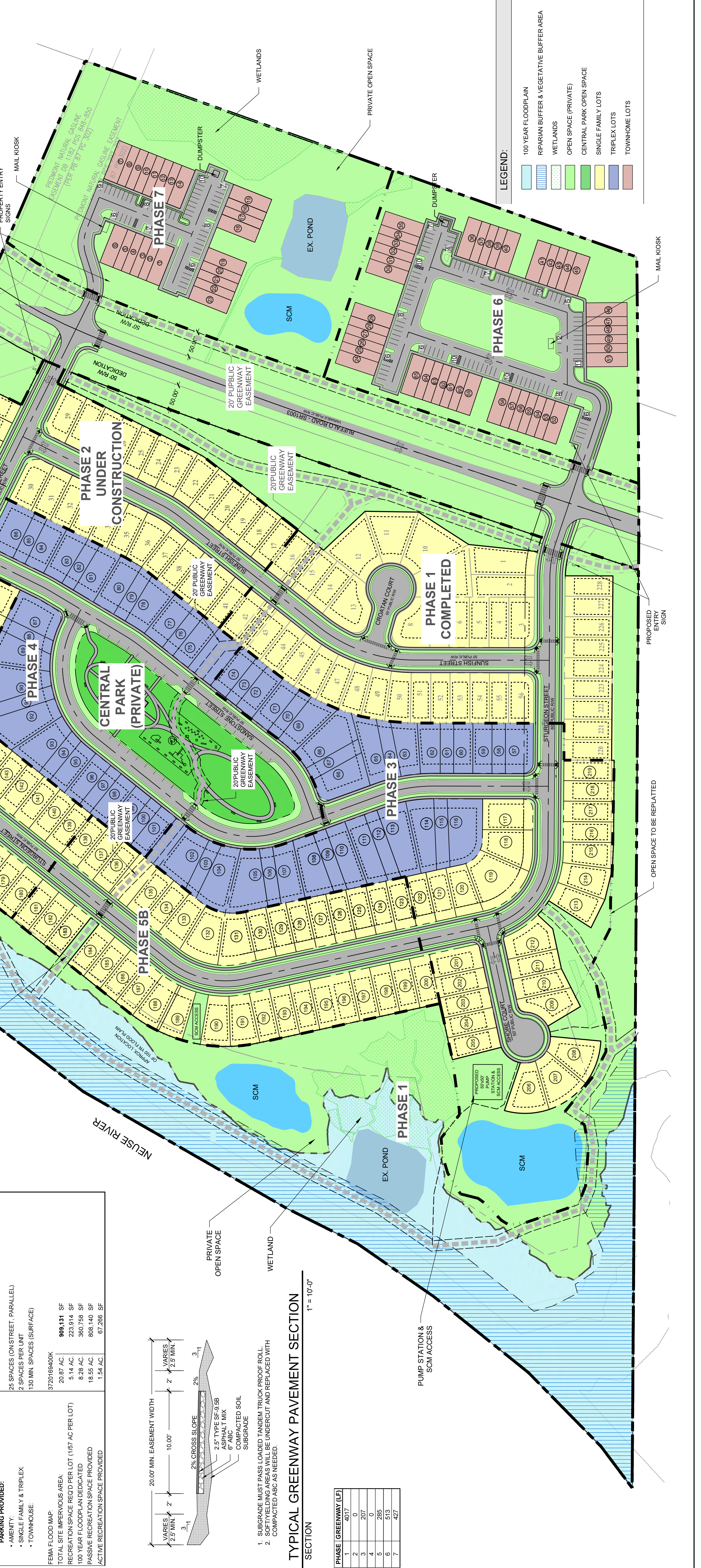
GENERAL NOTES:

- NO GRID MONUMENTS RECOVERED WITHIN 2000' OF PROPERTY.
- SURVEYED ON 11/19/2018, 9/1/2020.
- ALL DISTANCES ARE HORIZONTAL, GROUND UNLESS OTHERWISE STATED.
- ALL AREAS COMPUTED BY COORDINATE METHOD.
- THE PARCELS SHOWN HEREON ARE SUBJECT TO ANY AND ALL EASEMENTS, RIGHTS OF WAY AND RESTRICTIONS OF RECORD.
- TRAILS & EASEMENT LOCATIONS ARE CONCEPTUAL IN NATURE. THE EXACT LOCATION AND WIDTH OF ANY TRAIL OR EASEMENT SHALL BE DETERMINED BY FIELD SURVEY AND DOCUMENTATION TO ACCOMMODATE SITE CONDITIONS SUCH AS TOPOGRAPHY.
- ALL VEHICULAR USE AREAS IN PHASES 6 & 7 EAST OF BUFFALO ROAD RIGHT OF WAY SHALL BE PRIVATELY MAINTAINED.
- CENTRAL PARK AMENITY PROGRAM MAY INCLUDE:
 - 8.1. PAVILION
 - 8.2. MAIL KIOSK
 - 8.3. DOG PARK
 - 8.4. TOT LOT
 - 8.5. BENCHES
 - 8.6. OPEN LAWN



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EAST RIVER MASTER DEVELOPMENT CHART

PHASE	AREA OF PHASE (AC)	% OF OVERALL LOTS	NUMBER OF LOTS	RIGHT OF WAY	MANAGED OPEN SPACE	IMPERVIOUS AREA	PERVIOUS AREA	STATUS OF PHASE
OVERALL SITE	68.5	100	293	11.61	40.04	22.77	42.39	Approved
PHASE 1	26.93	39.31	40	1.61	21.16	3.83	23.1	Approved
PHASE 2	4.14	6.04	32	1.23	0	2.36	1.78	Not Yet Submitted
PHASE 3	6.41	9.36	58	1.95	2.12	4.09	2.32	Not Yet Submitted
PHASE 4	10.04	14.66	69	1.66	5.55	3.81	6.23	Not Yet Submitted
PHASE 5	9.07	13.24	69	2.1	4.1	4.76	4.31	Not Yet Submitted
PHASE 6	5.59	8.16	42	2.19	2.61	1.36	3.03	Not Yet Submitted
PHASE 7	6.32	9.23	23	0.87	4.5	1.36	4.96	Not Yet Submitted
TOTAL	68.5	100.00	293	11.61	40.04	22.77	45.73	

IMPERVIOUS AREA:

DESCRIPTION	TOTAL AREA (SQFT)	% OF TOTAL AREA	IMPERVIOUS AREA (SQFT)	% OF IMPERVIOUS AREA
RESIDENTIAL LOTS	1,045,801	36.86	523,931	50.01
RIGHT-OF-WAYS	581,955	19.85	385,200	66.80
RIPARIAN BUFFERS & 100 YR FLOOD PLAIN	286,625	10.13	47,225	16.48
TOTAL OPEN SPACE	935,301	33.05	X	X

NOTES:

- AREAS AND CALCULATIONS SHOWN ARE APPROXIMATE AS THIS IS A MASTER PLAN.
- RIGHT-OF-WAYS INCLUDES STREETS AND SIDEWALKS
- RESOURCE CONSERVATION AREAS INCLUDE RIPARIAN BUFFER AREAS, OPEN WATER BODIES AND 100 YEAR FLOODPLAIN
- OPEN SPACE INCLUDES CLUBHOUSE, AMENITIES, GREENWAYS, INTERNAL SIDEWALKS, FEATURES IN PARKS, ACTIVE AND PASSIVE SPACES, ETC.

SITE DATA:

PROJECT NAME: EAST RIVER
PROJECT NUMBER: 168520-80-3415, 168420-79-4687
TAG NUMBER: 14075013, 14075014Q
DEED BOOK / PAGE: DB 5612 / PG 276
OWNER INFO: BUFFALO ROAD, LLC
 114 W MAIN ST STE 102
 CLAYTON, NC 27520-2397

TOTAL PARCEL AREA: 54.97 AC, 2,384,483 SF
PROJECT LOCATION: SMITHFIELD, NC
EXISTING ZONING: PUD
PROPOSED ZONING: WATERSHED PROTECTION - RESIDENTIAL
OVERLAY DISTRICT: MEDIUM DENSITY RESIDENTIAL
CURRENT FUTURE LAND USE DESIGNATION: VACANT, LARGE LOT SINGLE FAMILY RESIDENTIAL, SINGLE FAMILY RESIDENTIAL, MULTI-FAMILY RESIDENTIAL

RESIDENTIAL DENSITY CALCULATIONS:

- TOTAL UNITS: 293
- SINGLE FAMILY LOTS: 168
- TOWNHOME LOTS: 65
- TRIPLEX LOTS: 60
- PROPOSED DENSITY (DU/AC): 5.33

UTILITIES:

- TOWN OF SMITHFIELD, WEST WATER SYSTEM
- SEWER (PUBLIC)
- ELECTRIC
- MAX. BUILDING HEIGHT: 3 STORIES, 35'

PARKING REQUIRED:

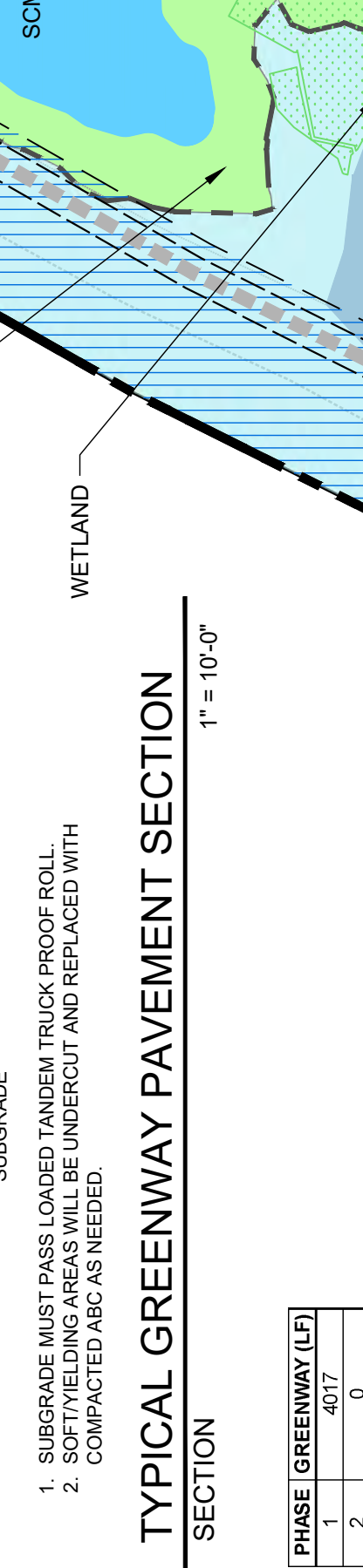
- 1 / 300 SF OF AMENITY BUILDING
- 2 SPACES PER UNIT

PARKING PROVIDED:

- RESIDENTIAL LOTS: 25 SPACES (ON STREET, PARALLEL)
- AMENITY: 2 SPACES PER UNIT
- SINGLE FAMILY & TRIPLEX: 130 MIN. SPACES (SURFACE)
- TOWNHOUSE: 3720/6940K

FEMA FLOOD MAP:

- TOTAL SITE IMPERVIOUS AREA: 20.87 AC, 909,131 SF
- RECREATION SPACE REQ'D PER LOT (167 AC PER LOT): 5.14 AC, 223,914 SF
- 100 YEAR FLOODPLAIN DEDICATED: 8.28 AC, 360,758 SF
- PASSIVE RECREATION SPACE PROVIDED: 18.55 AC, 808,140 SF
- ACTIVE RECREATION SPACE PROVIDED: 1.54 AC, 67,266 SF



NOTES:

- SUBGRADE MUST BE CLASS LOADED TANKER TRUCK PROBE ROLL
- COMPACTED ABC AS NEEDED, UNDERGUT AND REPAVED WITH

PHASE GREENWAY (LF)

1	4017
2	207
3	0
4	0
5	285
6	513
7	427

PHASE 1 COMPLETED

PHASE 2 UNDER CONSTRUCTION

PHASE 3

PHASE 4

PHASE 5A

PHASE 5B

PHASE 6

PHASE 7

1800 Block of Buffalo Road

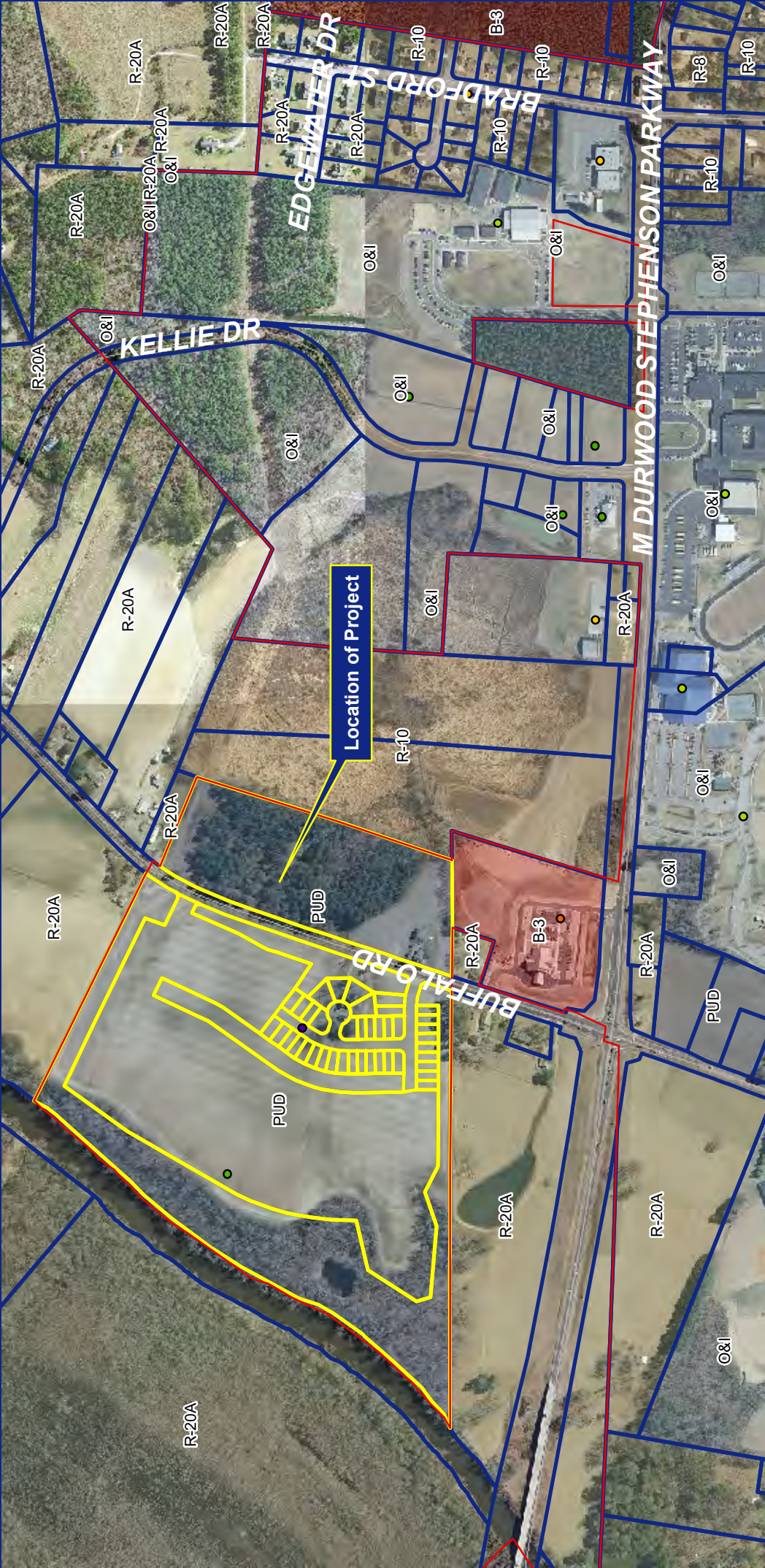
Project Name:
East River PUD
Preliminary
Subdivision Plat

File Number:
S-18-01

Existing Zoning:
PUD

Property Owner:
Buffalo Road LLC

Location:
1800 Buffalo Road





Request for Town Council Action

Business
Agenda ZA-20-03
Item:
Date: 01/05/2021

Subject: Zoning Text Amendments, Articles 3, 4, 5, 6 and 7
Department: Planning Department
Presented by: Planning Director – Stephen Wensman
Presentation: Business Item

Issue Statement

Staff has prepared and is requesting the Town Council review a proposed UDO Amendments to Articles 3, 4, 5, 6 and 7 in order to allow conditional zoning, to provide for quasi-judicial approvals of subdivision preliminary plats, to adopt Historic Preservation Commission and regulations, to incorporate the 160D enabling legislation changes, and to fix errors, ambiguities.

Financial Impact

None

Action Needed

To review of proposed UDO Amendments to Articles 3, 4, 5, 6 and 7 and to decide whether to approve, approve with changes, or deny the requested amendment to the UDO.

Recommendation

Staff and the Planning Board recommend approval of ZA-20-03 with a statement declaring the request consistent with the Town of Smithfield Comprehensive Growth Management Plan and that the request is reasonable and in the public interest.

Approved: Town Manager Town Attorney

Attachments:

1. Staff Report
2. Draft UDO Amendments, Articles 3, 4, 5, 6 and 7 (Separate attachment)
3. Consistency Statement
4. **Draft UDO Ordinance**



Staff Report

Agenda
Item: ZA-20-03

CONTINUED FROM 11/10, AND 12/7 TOWN COUNCIL MEETING:

This agenda item was continued from the November 10th and December 7th Town Council meetings to provide the Council additional time to consider the draft ordinances. The public hearing is closed. Changes made to the ordinance since the December 7th meeting include:

Article 4:

- Amended 4.1.1 Permit/Process Type table to abbreviate Planning Department as PD and fix a few errors.
- Amended 4.9.3.2 to clarify that the Planning Board shall not make or forward any recommendation to the Town Council. Also struck redundant text.
- Amended the finding of fact for Special Use Permits found in 4.9.4.5.

Article 6:

- Amended 6.3.4. keeping prohibition on new rezonings to R-6 except in unusual circumstances
- Amended 6.5 Table of Uses:
 - Added Propane filling stations as an accessory use separate from bulk fuel stations.
 - Kept Community Colleges as SUP in all Commercial and Industrial Districts except permitted in O/I
 - Schools kept as SUPs in residential districts
 - Cemeteries kept as SUP in R-20A
 - Clubs, public or private amended to be Club or Bar, private to reflect new ABC rules
 - Amended Crematory to read as Crematory, human and added districts permitted to match funeral homes. Did not combine categories because they may occur as separate land uses.
 - Amended Government Public Safety to keep as special uses in residential districts.
 - Amended Public Utility/Public Works Storage and Service Yards to be permitted in the LI District.
 - Created a separate land use for Wastewater treatment that is a SUP in all districts.
 - Amended Building materials manufacturing sales and storage

- Added Pharmaceutical manufacturing as a special use with standards in LI and Permitted with standards in HI.
- Clarified the land use category: Textiles
- Amended Loft and Studio Apartments to reference the same supplemental standard as Dwelling in Principal Business as an Accessory Use.
- **Added "State Sponsored" behind category ABC Stores.**
- Added Drug Stores as a Permitted Use with Standards to the O/I District because hospitals often have drug stores within them.
- Amended category Flea Markets making it a special use with standards in the B-3 District.
- Amended Parking Lots, Commercial as a Principal Use to be SUPs in the commercial districts.
- Kept Tattoo and Body Piercing as special uses.
- Amended Taxi Stands to be permitted use in the B-2 District.
- Kept Wholesale Merchants as Permitted Uses in the B-1 and B-2 Districts
- Kept Solar Farms as Special Uses in the R-20A, LI and HI Districts
- Kept Wholesale of gasoline, chemical and bulk terminal plants as special uses in the HI District having separated Propane Filling Stations as an Accessory Use.

REQUEST:

Planning Staff is respectfully requesting that the Town Council consider approval of the draft amendment to the Town of Smithfield Unified Development Ordinance (UDO) Articles 3, 4, 5, 6 and 7 in order to allow conditional zoning, to provide for quasi-judicial approvals of subdivision preliminary plats, to adopt Historic Preservation Commission and regulations, to incorporate the 160D enabling legislation changes, and to fix text errors, ambiguities.

ANALYSIS:

The proposed UDO amendment to allow conditional zoning, to provide for quasi-judicial approvals of subdivision preliminary plats, to adopt Historic Preservation Commission and regulations, and to incorporate the 160D enabling legislation changes into the UDO requires changes to Articles 3, 4, 5, 6 and 7. The intent of the amendment is to:

- Allow for Conditional Zoning option as a parallel zoning district to each of the primary zoning districts. Conditional Zoning is a negotiated approach to a legislative decision (rezoning) allows maximum flexibility to tailor regulations to a site and project. Conditional Zoning Districts are zoning districts in which all the site-specific standards and conditions are incorporated into the zoning district regulations. Our current PUD regulations are a form of conditional zoning for mixed use developments. Conditional Zoning is a similar process but for developments that are not mixed use. The conditional zoning can only be for a land use that is permitted in the primary zoning district and the only the land use shown on the approved site plan.

- Change Major Preliminary Plat approvals from Administrative to Quasi-Judicial. This will allow the Town Council to conditionalize subdivision approvals and provide for public comment/expert comments. This change will also allow developers to submit preliminary plats without complete engineered construction plans as currently required. The TC approval of plats will allow for conditions to be incorporated into the preliminary plat approval, such as requiring construction drawings conform to the UDO.
- Adopt required changes to the UDO as a result of changes to the new combined enabling legislation both Counties and Towns, 160D. 160D requires Towns to adopted 160D changes into local regulations no later than July 1, 2021. The changes affect
- all Articles of the UDO; but only those in Articles 3 ,4, 5, 6 and 7 are being addressed at this time.
- **Adopt HPC and regulations into the UDO. These were left in the Town’s Administrative Code and left out of the UDO when the Planning Board and Board of Adjustments were moved to the UDO.**

Key Points.

1. Conditional Zoning will follow the same process as rezonings. The Planning Board will review the rezoning (Conditional Zoning) and make recommendations to the Town Council.
2. For Special Use Permits and Preliminary Subdivisions, the current draft provides for the same process at the Planning Board for all quasi-judicial applications. Noticed public meetings will be conducted at the Planning Board to provide an opportunity for community involvements outside of a quasi-judicial hearing and to provide feedback to the developer without ex-parte communication to Council?
3. What should the expiration of abandoned Special Uses be? As drafted, if a special use ceases for 6-months or more, the special use is void. This would help the Town eliminate many non-conforming sites, such as used car dealerships.
4. What land uses should be permitted, permitted with standards, special uses and special uses with standards in Table 6.5.
5. In the current draft, Major Subdivision Final Plats be administratively approved by Staff with appeals to BOA. Public dedications will require Council approval.
- ~~6. In the current draft, the R-6 Zoning District will be activated, reversing a previous policy, in order to accommodate market demand for smaller lots. The South 2nd Street lot development by Civitan Field is a recent example of R-6 development.~~
7. Multi-family residential development currently requires a special use permit with no standards. The current draft makes Multi-Family a permitted use with supplementary

standards. STAFF WANTS TO AMEND THIS TO KEEP AS A SPECIAL USE, but with supplementary standards.

8. The current draft includes many new Supplementary Standards (Article 7). These need to be carefully reviewed. What additional standards are needed?

Summary of Amendment.

ARTICLE 3:

Article 3 addresses the administrative, legislative and quasi-judicial authority under the UDO. The proposed changes to the UDO include:

- Throughout the Article references to state statute were updated as related to 160D.
- 3.1.2.9. **Deletes UDO Administrator's duty to provide nonconforming determinations** of expansion of nonconforming uses and structures in anticipation of a future update to Article 9.
- 3.1.2.9. Adds duty to maintain records of the HPC.
- 3.2. Updates Ethics section as required with legislative enabling legislation 160D.
- 3.3.3. Updates Planning Board composition and vacancies as required with legislative enabling legislation 160D.
- 3.3.4.12. Adds to the Planning **Board's duties a review of quasi-judicial** applications as requested by the Planning Board and Town Council.
- 3.4.2.1. Updates reference to state statutes as required with legislative enabling legislation 160D.
- 3.4.2.2. Updates membership of the BOA as required with legislative enabling legislation 160D.
- 4.4.2.4. Updates Quorum and Voting of BOA as required with legislative enabling legislation 160D.
- 3.5 Inserts updated HPC regulations **into the UDO (it was formerly in the Town's Administrative Code and was not moved when the UDO was update in 2016)**.
- 3.6.1. Adds quasi-**judicial review of major subdivision plats to the Town Council's** authority.
- **3.6.2. Adds conditional zoning to the Town Council's legislative authority.**
- 3.6.4. Cleaned up text errors.

ARTICLE 4:

Article 4 addresses Legislative and quasi-judicial procedures in the UDO. Proposed changes include:

- Throughout the Article references to state statute were updated as related to 160D.
- 4.1.1. Add a summery table for required permits/approvals and process type (Admin./Legislative/Quasi-Judicial).

- 4.2. Includes updates as required with legislative enabling legislation 160D.
- 4.2.1. Strikes 45-day requirement for Town Council or BOA hearing after application submittal. The timeline was not feasible currently or under amended UDO.
- 4.3.2.1. Includes a 160D update about notice requirements.
- 4.3.2.3. Updates reference to state statutes related to 160D.
- 4.3.3. Updates the notice and public hearing section to include conditional zoning and preliminary plats and to address 160D requirements.
- 4.4. Updates expiration of permits by referencing state statutes and expirations of SUPs, including expirations of SUPs if use ceases for 6 months.
- 4.6.3. Adds noticed public meetings to the Planning Board actions.
- 4.6.4.1. Clean up of text.
- 4.6.4.6.3. Addresses changes related to 160D.
- 4.6.4.7. Adds Conditional Zoning/PUD procedures.
- 4.7. Updates vested rights references to statutes and procedures for plats, SUPs and site-specific CZ/PUD plans.
- 7.9.3.1. Clean up UDO, there are no alternates for Town Council.
- 4.9.3.5. Updates Special Use findings of fact requirements.
- 4.10. Updates reference to state statutes and updates voting requirements of the BOA.
- 4.11. Adds procedures section for preliminary subdivision plats.
- 4.12.1.2 Adds regulations for transmitting materials to various parties.

ARTICLE 5:

Article 5 establishes the development review process including subdivisions. This section has been changed to incorporate quasi-judicial review of major subdivision preliminary plats and to accurately describe the development review process which has resulted in a reordering of the Article. The changes include:

- Throughout the Article references to state statute were updated as related to 160D.
- 5.3. Add conditional zoning and clean up text.
- 5.5. Add Major Subdivision Final Plats to Administrative approvals.
- 5.5.1. Update Admin Approval Flow chart to include Major Subdivision Final Plats
- 5.5.2. Provide clarifications in the text.
- 5.5.3. Delete section because it is out of sequence.
- 5.5.5. Added a process section for Minor Subdivisions.
- 5.5.6. Added a process section for Major Subdivision Final Plats.
- 5.6. Moved Site Plan Requirements from subdivision section. Subdivision requirements are in Article 10.
- 5.7. Updated Major Subdivision Plats Section for quasi-judicial preliminary plat review and administrative final plat review.

- 5.7.3. Updated the flow chart accordingly.

ARTICLE 6:

Article 6 establishes the Town's Zoning Districts and allowed uses within each district.

Changes include:

- Throughout the Article references to state statute were updated as related to 160D.
- 6.3.3. Removed irrelevant text – PUDs are a zoning district.
- 6.3.4. Delete the prohibition to new R-6 rezonings. The smaller lots are currently desired in the marketplace for both developers and home buyers.
- 6.3.5. Delete two-family dwellings from description of R-MH District and deleted text about multifamily and manufactured home parks as special uses. The table of uses dictates what uses are special uses.
- 6.3.6. Deleted PUD as a Primary Zoning District in order to move it to a Conditional Zoning District section.
- 6.3.10. and 6.3.11. Add text to distinguish light industrial from heavy industrial.
- 6.3.13. Deleted AD District. There is no land zoned for AD in the Town or ETJ. The airport will be within an Airport Overlay District setting regulations for use and height in the airport safety zones.
- 6.3.14. Deleted the OS District. There is no land zoned for OS and there are no regulations for OS.
- 6.4. Added Conditional Zoning Districts section with descriptions of the two types of conditional zoning districts, CZ Districts and PUD.
- 6.5.3. and 6.5.4. Added description to Watershed Districts
- 6.4.5. Added AHH Overlay. The current airport master plan process will produce model ordinance language to be adopted by the Town to reduce the potential for airport hazards.
- 6.4.6. Create HO Overlay. This overlay district is mapped, but there are no district regulations in the UDO.
- 6.5. Amend uses in the Table of Uses, reducing the number of special uses by adding more rigorous supplementary standards for permitted uses and to encourage more conditional zoning. Also removing PUD, AD, AHH, OS RHO and ECO from the table of uses. The site-specific plan for PUDs identifies the uses and Overlay districts provide a layer of additional regulation over the primary zoning district uses.
 - Key changes:
 - Churches/Places of worship are permitted in all primary zoning districts to comply with RLUIPA.
 - Parks and playgrounds and recreation facilities are permitted uses, rather than special uses. These are typically approved with development or are Town projects. The Town can hold informational meetings with neighborhoods to shape the development of these facilities.

- Multi-family will remain a special use, but with standards. The standards are intended to be rigorous, to encourage most developers to choose Conditional Zoning to negotiate standards with a site-specific plan.
- Licensable facilities will be permitted uses with standards rather than special uses.
- Vehicle storage in conjunction with repair has been deleted as a use and new standards for vehicle storage has been incorporated into the Automobile Repair and Automobile Painting and Body Shop supplementary standards.
- Bars and Nightclubs will be the new term for private clubs, establishments that serve alcohol without food.

ARTICLE 7:

Article 7 provides supplementary standards for specific land uses. With the adoption of conditional zoning, many land uses that were special uses are to be permitted with strict supplementary standards (typical of conditions that would be placed on the land use) with the intent that the strict standards will create more conditional rezonings with site-specific plans which give the Town Council an ability to shape development in a legislative decision making process.

Changes to Section 7 include:

- 7.2. Require/clarify the requirement for concrete curb and gutter between the building and the public street and other paving requirements. Allows gravel paving to the side and rear of the industrial development.
- 7.3. Updates Accessory Structure section. Allows 2 accessory structures on properties greater than ½ acre in size in the R20A District.
- 7.5.2. Adds new standard for Accessory Dwelling Units in the B-1 District. This was developed in coordination with the DSDC.
- 7.13. Updated Temporary Office Units/Modular Office Units. Temporary Uses throughout this Article have been rewritten.
- 7.15. Fairgrounds was not a standard, but rather a definition; therefore, it was moved to Appendix A- Definitions.
- 7.22. Strengthened and clarified standards for Automobile Service Stations; Gas Pumping Stations.
- 7.27 Street vendors was **deleted. This is already in the Town's Administrative Code.**
- 7.30 Temporary Uses section was reworked.
- 7.34. Cluster Development regulations were updated including a prohibition to stormwater SCMs within required open space.
- 7.35. Created standards for Multi-family Residential.
- 7.36. Created standards for Animal Hospital/Veterinarians.
- 7.37. Created standards for Drive-in Facilities.

- 7.38. Created standards for Automotive Repair.
- 7.39. Created standards for Car Washes.
- 7.40. Created standards for Mini-storage.
- 7.41. Created standards for Outdoor Storage.
- 7.42. Created standards for Assembly uses/Event Centers.
- 7.43. Created standards for Public Utility Pump Station/ Utility Substation/ Switchstations which adds a screening requirement.
- 7.44. Created standards for outdoor vehicle storage, sales and display.
- 7.45. Created standards for Flea Markets.
- 7.46. Created standards for Kennels.
- 7.47. Created standards for Bed and Breakfasts.

THE TOWN OF SMITHFIELD
UNIFIED DEVELOPMENT ORDINANCE
AMENDMENT CONSISTENCY STATEMENT
BY THE SMITHFIELD TOWN COUNCIL
ZA-20-03

Whereas the Smithfield Town Council, upon acting on a zoning ordinance amendment to the *Unified Development Ordinance* and pursuant to NCGS §160A-383, is required to approve a statement describing how the action is consistent with the Town of Smithfield *Comprehensive Growth Management Plan*; and

Whereas the Smithfield Town Council, upon acting on a zoning ordinance amendment to the *Unified Development Ordinance* and pursuant to NCGS §160A-383, is required to provide a brief statement indicating how the action is reasonable and in the public interest.

NOW THEREFORE, BE IT ADOPTED BY THE SMITHFIELD TOWN COUNCIL AS APPROPRIATE:

IN THE EVENT THAT THE MOTION TO RECOMMEND APPROVAL OF THE ORDINANCE AMENDMENT,

That the final action regarding zoning ordinance amendment ZA-20-03 is based upon review of and consistency with, the Town of Smithfield *Comprehensive Growth Management Plan* and any other officially adopted plan that is applicable, along with additional agenda information provided to the Town Council and information provided at the regularly scheduled meeting of Town Council; and

It is the objective of the Town of Smithfield Town Council to have the *Unified Development Ordinance* promote regulatory efficiency and consistency and the health, safety, and general welfare of the community. The zoning ordinance amendment promotes this by offering fair and reasonable regulations for the citizens and business community of the Town of Smithfield as supported by the staff report and attachments provided to the Town Council at their regularly scheduled meeting. Therefore, the ordinance amendment is reasonable and in the public interest.

IN THE EVENT THAT THE MOTION TO RECOMMEND APPROVAL OF THE ORDINANCE FAILS,

That the final action regarding zoning ordinance amendment ZA-20-03 is based upon review of, and consistency, the Town of Smithfield *Comprehensive Growth Management Plan* and other officially adopted plans that are applicable; and

It is the objective of the Town Council to have the *Unified Development Ordinance* promote regulatory efficiency and consistency and the health, safety, and general welfare of the community. The zoning ordinance amendment does not promote this and therefore is neither reasonable nor in the public interest.

ORDINANCE # ZA-20-03
AN ORDINANCE TO AMEND THE TOWN OF SMITHFIELD
UNIFIED DEVELOPMENT ORDINANCE
ARTICLES 3, 4, 5, 6 AND 7

WHEREAS, the Smithfield Town Council wishes to amend certain provisions in the Unified Development Ordinance by making changes to the Town of Smithfield Unified Development Ordinance to provide for quasi-judicial approvals of subdivision preliminary plats, to adopt Historic Preservation Commission and regulations, to incorporate the 160D enabling legislation changes, and to fix errors, ambiguities.

WHEREAS, it is the objective of the Smithfield Town Council to have the UDO promote regulatory efficiency and consistency and the health, safety, and general welfare of the community;

NOW, THEREFORE, be it ordained that:

1. The Articles attached in Exhibit A are amended as set forth by the deletions (strikethroughs) and additions (double underlining)
2. That if this Ordinance or the application thereof to any person or circumstance is held invalid, such invalidity shall not affect other provisions or applications of the ordinance which can be given separate effect and to that end the provisions of this ordinance are declared to be severable.
3. That if it be determined that any other Town Ordinance or any part of any other Town Ordinance is in conflict with this Ordinance, said conflicting Ordinance shall be deemed repealed and of no effect and the provisions of this Ordinance shall prevail.

These amendments of the Unified Development Ordinance shall become effective upon adoption.

Duly adopted this the 5th day of January 2021

M. Andy Moore, Mayor

ATTEST

Shannan L. Parrish, Town Clerk

EXHIBIT A

DRAFT



Request for Town Council Action

Business Agenda Item: Purchase of an Underground Puller
Date: 01/05/2021

Subject: Purchase of an Underground Puller

Department: Public Utilities

Presented by: Public Utilities Director - Ted Credle

Presentation: Business Item

Issue Statement

The purchase of the Electric Underground Puller is a piece of equipment that would benefit the work with underground main line installation. This equipment would be used in the Voltage Conversion project, as well. An opportunity arose to purchase this a year, or two, ahead of schedule for a greatly reduced price.

Financial Impact

Approved Budget in Voltage Conversion Project for FY 2020 – 2021: \$400,000

Amount of Purchase/Bid/Contract: \$49,900 for the equipment purchase.

Action Needed

Approve the purchase of the Underground Puller from Sherman Reilly

Recommendation

Staff recommends the approval to purchase the Underground Puller

Approved: Town Manager Town Attorney

Attachments:

1. Staff Report
2. Sherman Reilly quote
3. Comparable Equipment bid – ASB Equipment



Staff Report

Business
Agenda
Item: Purchase of
an
Underground
Puller

As part of the approved budget for the present fiscal year (2020-2021), the Town Council approved funding to continue the Voltage Conversion project. Staff annually uses these funds to purchase wire, insulators, transformers, and other necessary materials to convert sections of the Town to the higher, more stable voltage (25kV). The proposed underground puller would be used to help re-wire the underground sections of Town. This proposed purchase would have occurred in 2-3 years, by need; however, when this opportunity came up – and with such a good price – staff felt we should act now, to save funds in the long run.

The quoted equipment is well under the approved budget and will fit Town needs in this endeavor and also be used as the Town grows to install underground main line in new subdivisions.

Seller assumes all responsibility for this listing.

Last updated on Oct 21, 2020 16:41:41 PDT [View all revisions](#)


Item specifics

Condition:	Used: An item that has been used previously. The item may have some signs of cosmetic wear, but is fully functional and should last a long time. Read more	Brand:	Sherman & Reilly
Country/Region of Manufacture:	United States		

Midwest Machinery Sales

midwestmachinerycompany (527) 100%

Visit Store: [Midwest Machine](#)

 Sign up for newsletter

Categories

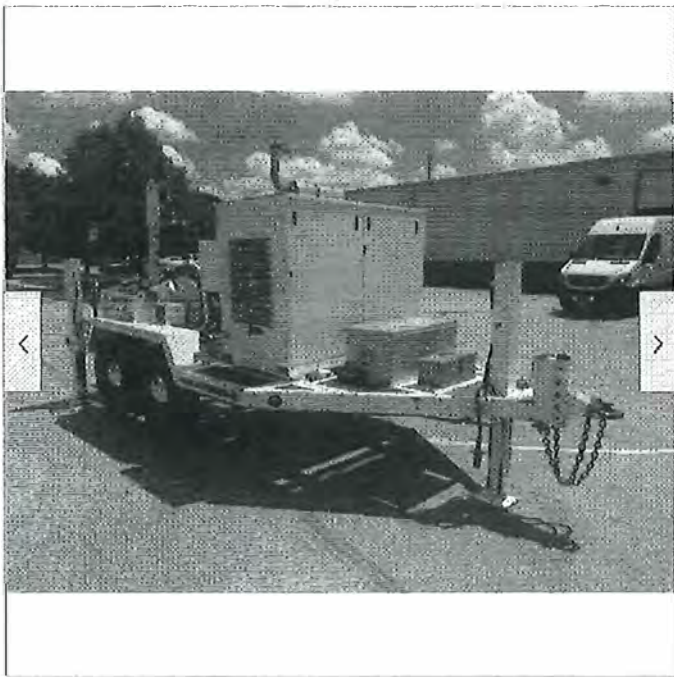
7500lb max pull line, 3/8" wire rope, 357 meter hours on Kubota diesel, 210 meter hours on John Deere c included.

Business & Industrial

eBay Motors

Please let me know if you have any questions. We can help arrange freight.

Thanks,
 Chris
 40220 88633
 3149 N 84th Circle
 Omaha, NE 68134
 midwestmachinerycompany.com



2005 Sherman Reilly DDH-75-T Duct Dawg Underground Puller TSE Wagner Smith

Condition: Used

Price: **US \$54,500.00**

Buy It Now

Add to cart

Add to Watchlist

*\$ 49,900
has title*

Longtime member

Free local pickup

Shop with confidence

eBay Money Back Guarantee
Get the item you ordered or your money back. [Learn more](#)

Seller information
midwestmachinerycompany
100% Positive feedback

Save this Seller
Contact seller
Visit store
See other items

Shipping: Free Local Pickup | [See details](#)

Item location: Omaha, Nebraska, United States

Ships to: Local pick-up only

Delivery: Varies

Payments:

Earn up to 5x points when you use your eBay Mastercard®. [Learn more](#)

Returns: Seller does not accept returns | [See details](#)




Midwest Machinery Company

- 12/16/2020

Expiration Date: 1/15/2021
Pay Here Using CurrencyPay

Prepared By:
 Chris Terry
 3149 N 84th Circle
 Omaha, NE 68134
 (402) 208-8633

Item	Quantity	List Price	Item Price	Shipping Price	Line Item Total
 <p>2005 SHERMAN REILLY SN/VIN: 123WM182051T17416</p>	1	\$ 54,500.00	\$ 49,900	N/A	\$ 49,900.00

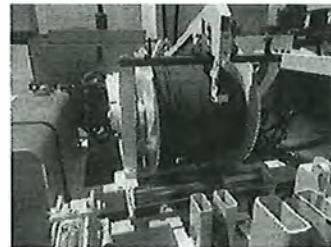
Description: 7500lb max pull line, 3/8" wire rope, 357 meter hours on Kubota diesel, 210 meter hours on John Deere diesel compressor, Air Adapter kit included. Title is hand.
 Axle: Tandem, Length: 18 ft, Model: DDH-75T

List Price	\$ 54,500.00
Quoted Price	\$ 49,900.00
Shipping	\$ 0.00
Total	\$ 49,900.00

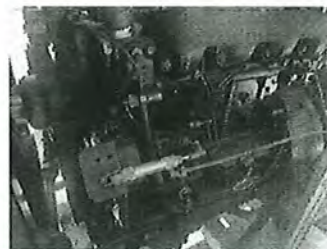
Additional Photos

2005 SHERMAN REILLY









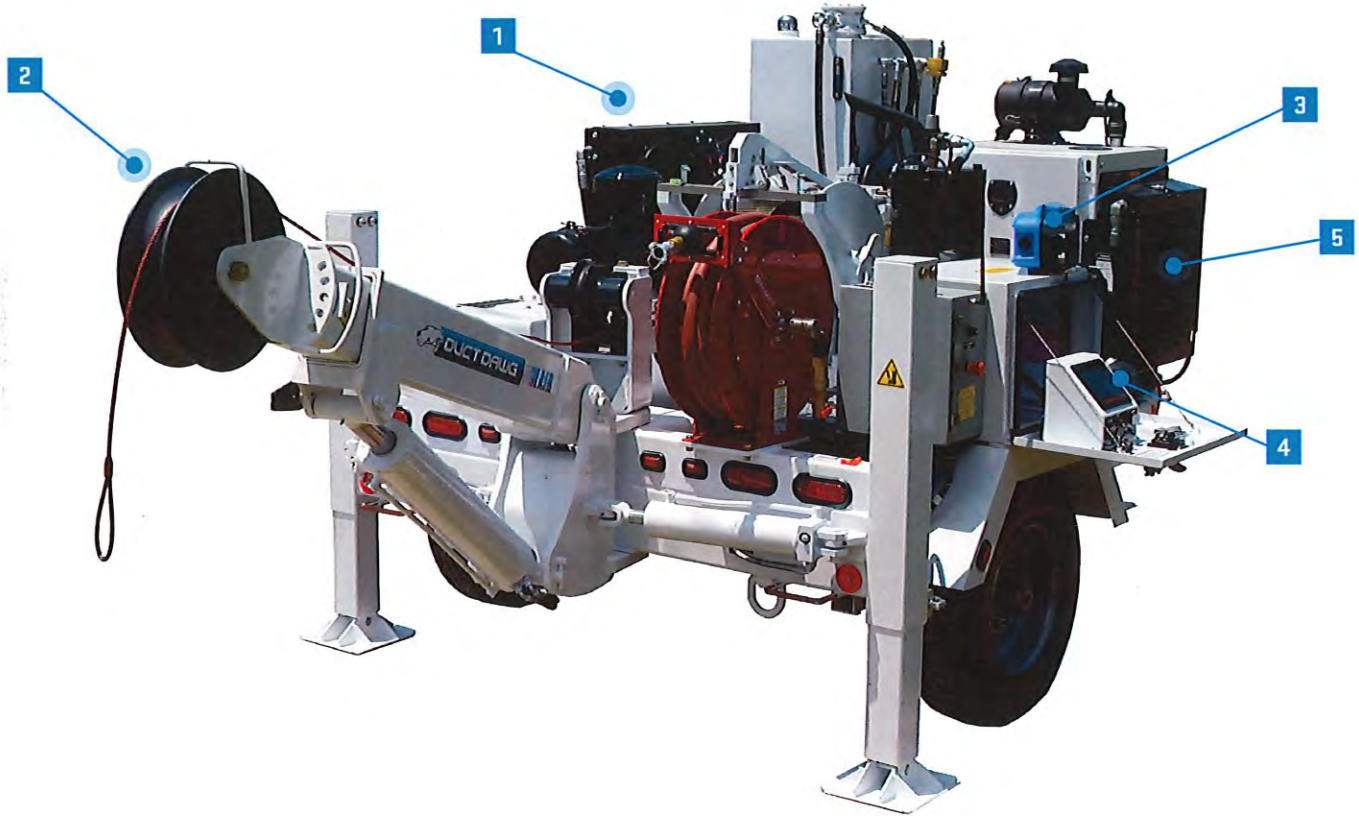




SHERMAN+REILLY

DUCT DAWG[®] AIR UNDERGROUND PULLER

DDHXA-75/100 - 7,500 OR 10,000 LBS. PULLING CAPACITY



- 1** Equipped with an on-board air compressor to tackle multiple jobs with one piece of equipment
- 2** Fully articulating, self-supported 3-axis boom
 - 50 degree swing arc, left and right
 - 90 degree vertical arc, up and down
 - 24 in. telescoping, in and out
 - 17 in. sheave with 60-degree swivel head
- 3** Durable, battery-powered wireless remote control for safer operation
- 4** Digital and manual hydraulic operation interface
- 5** Single engine powering hydraulics and compressor

FEATURES

- Simplified underground jobsite setup
- Optimized, compact design with a footprint under 17 ft.
- Full CANbus compatibility
- Smooth operation with 3-speed gearbox on 75 and 2-speed on 100
- Hydraulically driven, twin capstan bullwheels
- Equipped with a digital recorder to continuously measure length of cable deployed and line tension

DUCT DAWG® UNDERGROUND PULLER

DDHXA-75/100 - 7,500 OR 10,000 LBS. PULLING CAPACITY

Sherman-Reilly.com

SPECIFICATIONS

	DDHXA-75	DDHXA-100
Pulling Capacity Max	7,500 lbs.	10,000 lbs.
Bullwheels	Twin capstan, 6 in. dia., 5-groove followed by 6-groove	Twin capstan, 7 in. dia., 5-groove followed by 6-groove
Gearbox and Line Speed	1st gear 0-60 fpm at 7,500 lbs. with demand payout 2nd gear 0-120 fpm at 3,500 lbs. with demand payout 3rd gear 0-285 fpm at 1,500 lbs. with demand payout	1st gear 0-60 fpm at 10,000 lbs. with demand payout 2nd gear 0-120 fpm at 5,000 lbs. with demand payout
Drive System	Hydraulic	Hydraulic
Hydraulic Fluid	ISO grade 32	ISO grade 32
Hydraulic Reservoir	40 Gallon with cold weather package optional	40 Gallon with cold weather package optional
Engine	71 peak Hp, Diesel, water-cooled, electric start	71 peak Hp, Diesel, water-cooled, electric start
Fuel Capacity	13 Gallons	13 Gallons
Pulling Rope	3/8 in., 6 x 25 XIP IWRC steel wire rope, 2,000 ft.	7/16 in., 6 x 25 XIP IWRC steel wire rope, 2,200 ft.
Boom	Hydraulic, joystick controlled, 3-axis, 50° swing arc - 17 in. sheave with swivel head	Hydraulic, joystick controlled, 3-axis, 50° swing arc - 17 in. sheave with swivel head
Level-wind	Dual automatic fairlead sheaves	Dual automatic fairlead sheaves
Puller Mounted Controls	Dual redundancy hydraulic override	Dual redundancy hydraulic override
Puller Wireless Controls	CANbus controller communicating with radio controlled remote (100 ft. max)	CANbus controller communicating with radio controlled remote (100 ft. max)
Footage Counter	Electronic, actual footage, pay-in and pay-out with memory	Electronic, actual footage, pay-in and pay-out with memory
Hydraulic Tool Circuit	7 gpm @ 2,500 psi auxiliary	7 gpm @ 2,500 psi auxiliary
Pulling Connectors	Rotation-resistant: (1) E-35 rated at 3,000 lbs. & (1) E-49 rated at 8,000 lbs.	Rotation-resistant: (1) rated at 3,000 lbs. & (1) rated at 8,000 lbs.
Frame Construction	Steel tubing, continuous-weld	Steel tubing, continuous-weld
Length, overall, nominal	16 ft. 9 in.	16 ft. 9 in.
Width, overall, nominal	95 in.	95 in.
Height, overall, nominal	114 in.	114 in.
Weight*, nominal	8,900 lbs. with rope	9,100 lbs. with rope
GVWR	9,500 lbs.	9,500 lbs.
Suspension	Leaf-spring	Leaf-spring
Axel Configuration	Single	Single
Wheel Configuration and Tires	Single, LT235/75R17.5	Single, LT235/75R17.5
Brakes, trailer	Electric, with safety break-away switch	Electric, with safety break-away switch
Towing Attachment	3 in. adjustable pintle eye	3 in. adjustable pintle eye
Safety Chains	2 ea. with hooks	2 ea. with hooks
Tie Downs	5/8 in. dia. steel D-rings	5/8 in. dia. steel D-rings
Front / Nose Jack	Hydraulic, with shoe - 144 in. ² of surface area	Hydraulic, with shoe - 144 in. ² of surface area
Stabilizing Jacks	Hydraulic, with shoe at rear corners - 144 in. ² of surface area	Hydraulic, with shoe at rear corners - 144 in. ² of surface area
Electrical System	12 VDC, 90 amp alternator	12 VDC, 90 amp alternator
Lights, navigation	US DOT LED, 12 VDC	US DOT LED, 12 VDC
Battery	12 V	12 V
Grounding	3/4 in. dia. copper-clad steel ground loops (4)	3/4 in. dia. copper-clad steel ground loops (4)
Fire Extinguisher	ABC	ABC
Hose Reel	1 in. by 50 ft.	1 in. by 50 ft.
Air Compressor	Low flow: 160 cfm at 40 psi; High flow: 90 cfm at 90 psi	Low flow: 160 cfm at 40 psi; High flow: 90 cfm at 90 psi

OPTIONS

Strobe Light	
Solar Battery Charger	
Submersible Pumps	Self-priming, compact, high-impact trainer housing pump
	See utility tools

Air Adapter Kits
Underground Blocks Available



Duct Dawg remote control

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REV. 02/19

*Subject to change



Quote: 7663

Page: 1/2

Rodney Johnson
 TOWN OF SMITHFIELD, NC
 230 HOSPITAL ROAD OPS CTR
 SMITHFIELD NC 27577

FormAddress-EmailURI: sales@sherman-reilly.com
 Date: Dec 22, 2020
 Your Reference: DDHXA-75
 Valid To: Mar 21, 2021
 Request Date: Mar 21, 2021
 Customer Number: 1010609

Contact: 6408 UTILITY SERVICE AGENCY
 E-Mail: sales@sherman-reilly.com

Ship-to Address:
 TOWN OF SMITHFIELD, NC
 350 EAST MARKET STREET
 SMITHFIELD NC 27577

Dear Sir or Madam,
 Thank you for your interest. We offer the following items:

Line	Product	Description	Quantity	Net Price	Net Value
10	620829	DDHXA-75;CNDX ADPTR_2-6; UG-71+NEWBIRDS	1 Each	174,560.00 USD / 1 Each	174,560.00 USD
		List Price	174,560.00 USD / 1 Each		174,560.00 USD
DDHXA-75 - 7,500 lb. Trailer Mounted Underground Puller with Electric Brakes, Diesel Engine, Air Compressor, (3) Hydraulic Jacks, 3/8" x 2,000' Steel Pulling Cable. RF remote controlled Hydraulic Boom, Tensiometer, Digital Electronic Load Recorder, and Digital display for all machine operations, diagnostics and pull status.					
Included Accessories: <ol style="list-style-type: none"> 1. ATCC Air Adapter Kit To Fit 2", 2-1/2", 3", 4", 5" and 6" Conduit 2. Set, UG-71 Underground Blocks to fit sizes 2", 2-1/2", 3", 4", 5" & 6" 					

Total Item Net Value 174,560.00 USD
Total 174,560.00 USD

Payment Terms: 30 days net
Incoterms: FOB Origin, -

Sherman & Reilly, Inc.
 400 West 33rd Street
 Chattanooga, TN 37410 USA
 www.sherman-reilly.com



Quote: 7663

Page: 2 / 2

Quote Number: 7663

Sherman & Reilly, Inc., hereinafter referred to as the Company, shall not be liable to Purchaser for damages from any delays in manufacturing or shipping Products resulting from strikes, accidents, fires, floods, inability to secure fuel or power, delays in transportation, failure to receive materials from suppliers on time, terrorist activities, or other hindrances beyond the Company's control. Purchaser shall have the right to inspect Products at any time during the manufacture and assembly, after reasonable notice; however, any rejection of the Product must be in writing and received by the Company within 72 hours after delivery.

Material indicated as Special on the Acknowledgment Copy of the order differs from standard dimensions or in other ways and is manufactured to Purchaser's specific order. The order is not subject to cancellation after work has started. In the sole discretion of the Company, which must be confirmed in writing by an authorized representative of the Company, products indicated as Special on the Acknowledgment Copy of the order may be returned for credit, if received unused and undamaged and upon payment of a restocking charge equal at least 25% of net price, plus all transportation charges.

Prices are subject to change without notice unless otherwise stated in writing. All shipments are FOB Shipping with freight prepaid and billed on the invoice, including applicable taxes. Terms are Net 30 Days with approved credit unless otherwise stated. The maximum service charge allowable is 1-1/2% per month and will be applied to all accounts not paid within 30 days from the date of the original invoice. Minimum order is \$50.00. The Company reserves the right to require payment in advance of any shipment and to be permitted to send shipments C.O.D. Due to the special nature of the goods, the Seller will select the freight carrier unless otherwise directed by the Purchaser.

There will be a service charge for payment received by credit card when the order amount is \$1,000.00 and over. For Visa and MasterCard the service charge will be 2% of the order total. For American Express, the service charge will be 3% of the order total. Sherman & Reilly currently does not accept payment by any other credit card.

No order or contract shall be binding on the Company until accepted in writing by an authorized representative of the Company at its office in Chattanooga, Tennessee. The sales agreement evidenced by each order form, and any dispute or controversy arising there from or related thereto, shall be governed by the laws of the State of Tennessee.

LIMITED WARRANTY: Please refer to www.sherman-reilly.com

The Standard Limited Warranty defined on our web site covers all SRI products.

The Forever Warranty defined on our web site further covers SRI products comprising distribution and transmission single-conductor blocks and bundled blocks, and related accessories; collectively, "Products".

Sherman & Reilly, Inc.
400 West 33rd Street
Chattanooga, TN 37410 USA
www.sherman-reilly.com



Request for Town Council Action

Business Agenda Item: Update the Capital Improvement Plan
Date: 01/05/2021

Subject: Approve the Capital Improvement Plan for the Public Utilities Department

Department: Public Utilities

Presented by: Public Utilities Director - Ted Credle

Presentation: Business Item

Issue Statement

The Public Utilities Department has updated its proposed Capital Improvement Plan and is requesting Council to approve the updated plan.

Financial Impact

None. The update to the plan is without cost.

Action Needed

Approve the updated Capital Improvement Plan for the Public Utilities Department.

Recommendation

Staff recommends Town Council approve the updated Capital Improvement Plan.

Approved: Town Manager Town Attorney

Attachments:

1. Staff Report
2. Existing Capital Improvement Plan
3. Proposed Capital Improvement Plan



Staff Report

Business
Agenda
Item: Update the
Capital
Improvement
Plan

In order to stay competitive for future grants and loans through the State's various programs, each applying governing body needs to have a current Capital Improvement Plan (CIP) that outlines the future direction of the Public Utilities Department. The current 10-year CIP was approved in June of 2018.

This plan addresses the long-term direction of the Department, as well as addresses future Town needs in the areas of growth management and stability of water supply. The updated CIP furthers the long running issues of electric voltage conversion, I&I in the sewer collection system, and the upgrade of the Town utility infrastructure.

The Public Utilities Department recognizes that funding for any capital improvement project must be approved by Town Council **as part of the fiscal year's budget process and that the 10-year CIP is a projected road map of where the Department believes future capital expenditures will be needed.**



**TOWN OF
SMITHFIELD**

PUBLIC UTILITIES

**10 YEAR
CAPITAL PLAN**

June 5, 2018

TABLE OF CONTENTS

ELECTRIC

- Smart Meter Deployment
- Town-wide Voltage Conversion
- North Circuit
- Generators for Lift Station Load Management (#4, #5, #6, & #11)
- Cat 289D Type Bucket Truck
- New Tractor for Grass Cutting on Power Lines
- Delivery Point #3
- System Improvements on Buffalo Road

WATER PLANT

- River Bank Refurbishment
- Clear Track Vacuum System for Filter Basins
- Plant Enlargement – Construct 4th Train
- 1,000,000-gallon Water Tank at Water Plant
- Sludge Process Upgrades
- SCADA Upgrades
- South Smithfield Elevated Tank/System Upgrades

WATER & SEWER

- Reduction of I/I into Sanitary Sewer System
- Lift Station Repair & Replacement
- Smart Meter Deployment
- Water Line Upgrades
- Digitized Mapping of Water & Sewer System
- 16" Water Line Along Durwood Stephenson Highway
- Workforce Mobility
- Manhole Rehabilitation
- Vactor Truck
- Service Truck Vehicles
- System Improvements on Buffalo Road

Public Utilities 10-Year Capital Improvement Plan

Electric Division

Project: Smart Meter Deployment
Description: The Town proposes to acquire and install Smart Grid metering infrastructure for the electric utility and residential & commercial customers. The project will be “phased in” over the course of five (5) years to accommodate the large capital expenditure.
Justification: The benefits of Smart Grid technology are widely known (accuracy in metering, alerts to incidents, customer self-management, etc.). Building upon the success of the pilot program will enable all Town customers to reap the benefits.

Fiscal Year Estimated Expenditure:	2018-2019	\$500,000
	2019-2020	\$500,000
	2020-2021	\$150,000
	2021-2022	\$50,000
	2022-2023	\$50,000
	2023-2024	\$0
	2024-2025	\$10,000
	2025-2026	\$0
	2026-2027	\$0
	2027-2028	\$0

Project: Town-wide Voltage Conversion
Description: Replacement of distribution transformers in service areas fed by the Brogden Road transformer.
Justification: The Brogden Road station was constructed without permanent distribution transformers. To save cost, step down transformers were installed in that service area. The replacement of the transformers with higher voltage units, provides a more stable supply that is less susceptible to demand outages. This project has been on-going for multiple years and will continue for many years to come. The design of the circuit will allow the Town to begin using the second transformer as it was originally intended.

Fiscal Year Estimated Expenditure:	2018-2019	\$300,000
	2019-2020	\$300,000
	2020-2021	\$300,000
	2021-2022	\$250,000
	2022-2023	\$500,000
	2023-2024	\$500,000
	2024-2025	\$500,000
	2025-2026	\$400,000
	2026-2027	\$250,000
	2027-2028	\$500,000

Project: Generator for Load Management at Town Lift Stations
 Description: Four (4) of the Town lift stations will need a generator to participate in the Town's load management program. These stations are identified as #4, #5, #11, & #16.
 Justification: By installing a generator at each of these four (4) stations, the stations will have the ability to participate in load management; which would result in power savings for the Town. A secondary effect of the installation is to provide backup power at each of these stations, in the event of an emergency.

Fiscal Year Estimated Expenditure:	2018-2019	\$0
	2019-2020	\$0
	2020-2021	\$50,000
	2021-2022	\$50,000
	2022-2023	\$50,000
	2023-2024	\$50,000
	2024-2025	\$0
	2025-2026	\$0
	2026-2027	\$0
	2027-2028	\$0

Project: Replace Electric Bucket Truck
 Description: The bucket truck will be used to replace an aged vehicle in the fleet. This truck is used in the repair and replacement of electric transmission and service lines throughout the Town. This particular truck allows for access to the wires which are suspended 30'-40' in the air.
 Justification: One (1) of the two (2) bucket trucks in the fleet is aged (~20 years old) and is in ever-escalating need of repair. This expenditure will be used to replace a vital vehicle in the Electric Division fleet. It is proposed to spread the cost of this truck over two years.

Fiscal Year Estimated Expenditure:	2018-2019	\$150,000
	2019-2020	\$0
	2020-2021	\$0
	2021-2022	\$0
	2022-2023	\$0
	2023-2024	\$0
	2024-2025	\$0
	2025-2026	\$150,000
	2026-2027	\$150,000
	2027-2028	\$0

Project: New Tractor

Description: The tractor will be used to haul a grass cutter behind so the Electric Division will be able to maintain the electric easements in the Town.

Justification: The need to maintain the electric easements is obvious. Often the trucks cannot access the necessary pole, where the repair is specified, due to small trees and thick underbrush. This acquisition is intended to remedy the situation by enabling the Electric Division to clear the easements and access the work site.

Fiscal Year Estimated Expenditure:	2018-2019	\$0
	2019-2020	\$75,0000
	2020-2021	\$75,000
	2021-2022	\$0
	2022-2023	\$0
	2023-2024	\$0
	2024-2025	\$0
	2025-2026	\$0
	2026-2027	\$0
	2027-2028	\$0

Project: Delivery Point #3

Description: The Town will design & construct a third delivery point in the north end of Town to replace the substation on Hospital Road.

Justification: The need to update the aged electric infrastructure grows ever more pressing each year. The "lower" supply-side voltage lines (115 kVa) are being phased out by Duke Energy, so all new stations will be on the "higher" supply-side voltage (230kVa). This is the more stable supply of power that the Town is converting our infrastructure to, and this updated delivery point will dovetail into the Town conversion project. Once constructed the entire Town could have the ability to be run from either station, which would reduce the probability of outages.

Fiscal Year Estimated Expenditure:	2018-2019	\$75,000
	2019-2020	\$575,0000
	2020-2021	\$500,000
	2021-2022	\$1,000,000
	2022-2023	\$0
	2023-2024	\$0
	2024-2025	\$0
	2025-2026	\$0
	2026-2027	\$0
	2027-2028	\$0

Project: Design & Construct "North" Circuit

Description: The Town will design a new circuit to service the north end of Smithfield, in preparation for increased demand that is anticipated with Town growth.

Justification: The Brogden Road station was constructed with enough capacity to carry about twice as much load than the station currently is burdened. A big advantage of having excess capacity is the ability to support growth. The Town will need a circuit along the Booker Dairy Road corridor to support growth in that area of Town, as it develops and grows..

Fiscal Year Estimated Expenditure:	2018-2019	\$75,000
	2019-2020	\$50,000
	2020-2021	\$500,000
	2021-2022	\$0
	2022-2023	\$0
	2023-2024	\$0
	2024-2025	\$0
	2025-2026	\$0
	2026-2027	\$0
	2027-2028	\$0

Project: System Improvements on Buffalo Road

Description: The Town will improve the electric system along Buffalo Road to facilitate residential development in that area and facilitate anticipated Town growth.

Justification: The Buffalo Road area has long been thought to be the most logical area of new "green" growth in the Town of Smithfield. This system improvement will enable residential development to occur in the area at our northernmost service area. This development also allows for the Town to have existing service within close proximity to the proposed Kellie Drive connection onto Buffalo Road, which gives new customers a choice of service.

Fiscal Year Estimated Expenditure:	2018-2019	\$175,000
	2019-2020	\$175,000
	2020-2021	\$175,000
	2021-2022	\$175,000
	2022-2023	\$175,000
	2023-2024	\$0
	2024-2025	\$0
	2025-2026	\$0
	2026-2027	\$0
	2027-2028	\$0

Water Plant Division

Project:	River Bank Refurbishment	
Description:	The Water Plant will rehabilitate the river bank in the area of the River intake to restore the river bank to its original dimensions, design, and purpose.	
Justification:	Through the years natural water course erosion has washed away the river bank to a point that the water intake for the Water plant is more susceptible to sand infiltration. Also, the river bank has eroded to the point that the controls for the gates, valves and intake are being physically undermined by the river.	
Fiscal Year Estimated Expenditure:	2018-2019	\$200,000
	2019-2020	\$0
	2020-2021	\$0
	2021-2022	\$0
	2022-2023	\$0
	2023-2024	\$75,000
	2024-2025	\$0
	2025-2026	\$75,000
	2026-2027	\$0
	2027-2028	\$0

Project:	Water Plant Enlargement	
Description:	The Water Plant will be enlarged by constructing the 4 th process train, per the original design plans of the plant	
Justification:	To meet the increasing demand from both the County and anticipated growth in the Town, the Water plant will need to be able to draw, treat, and distribute more water in the coming years. This enlargement will enable the Town to meet the need and ensure adequate supply for the Town, as we move forward. Although the plan includes a proposed budget, it is anticipated this will cost many millions of dollars and will require State Revolving Fund assistance.	
Fiscal Year Estimated Expenditure:	2018-2019	\$150,000
	2019-2020	\$6,000,000
	2020-2021	\$9,000,000
	2021-2022	\$2,500,000
	2022-2023	\$100,000
	2023-2024	\$0
	2024-2025	\$0
	2025-2026	\$0
	2026-2027	\$0
	2027-2028	\$0

Project: Sludge Process Upgrades
 Description: The water plant will make upgrades to the sludge processing system
 Justification: The water plant will need upgrades to the sludge processing system to accommodate increased sludge from the enlarged plant, as well as, provide the possibility to process sludge from outside sources as a potential revenue stream.

Fiscal Year Estimated Expenditure:	2018-2019	\$0
	2019-2020	\$0
	2020-2021	\$0
	2021-2022	\$50,000
	2022-2023	\$75,000
	2023-2024	\$75,000
	2024-2025	\$0
	2025-2026	\$0
	2026-2027	\$0
	2027-2028	\$0

Project: SCADA Upgrade
 Description: The Town will institute SCADA system upgrades at all lift stations and at the water meters at the delivery points for the County.
 Justification: The evolving technologies used in modern communications will out-date itself within 3-5 years. The Town will undertake an upgrade to keep the communication devices at its remote sites modern and efficient. This will take place over the course of multiple years to help offset the high cost.

Fiscal Year Estimated Expenditure:	2018-2019	\$50,000
	2019-2020	\$75,000
	2020-2021	\$0
	2021-2022	\$0
	2022-2023	\$0
	2023-2024	\$50,000
	2024-2025	\$50,000
	2025-2026	\$50,000
	2026-2027	\$50,000
	2027-2028	\$0

Project: South Smithfield Elevated Storage Tank/System improvements
 Description: The Town will construct a 500,000 gallon elevated storage tank in the south end of Town.
 Justification: The expected growth of the Town, in the northern end will pose a challenge to the Town to maintain appropriate quantity and pressure for the whole of the Town. A new, elevated tank will provide a solution to water pressure issues and provide added storage.

Fiscal Year Estimated Expenditure:	2018-2019	\$0
	2019-2020	\$500,000
	2020-2021	\$1,500,000
	2021-2022	\$800,000
	2022-2023	\$75,000
	2023-2024	\$0
	2024-2025	\$0
	2025-2026	\$500,000
	2026-2027	\$400,000
	2027-2028	\$250,000

Project: Sodium Chlorite Bulk Tank & Transfer System
 Description: The Town will construct a 10,000 gallon bulk chemical tank for sodium chlorite and an associated delivery (pumping) system to add the chemical at the appropriate dosing point in the treatment process.
 Justification: The construction of this tank allows the chemical to be purchased in bulk, lowering the cost. Knowing the increased water production will lead to an increase in chemical usage, such a bulk tank can reduce chemical pricing and pay for itself within 3-5 years.

Fiscal Year Estimated Expenditure:	2018-2019	\$30,000
	2019-2020	\$0
	2020-2021	\$0
	2021-2022	\$0
	2022-2023	\$0
	2023-2024	\$0
	2024-2025	\$0
	2025-2026	\$0
	2026-2027	\$0
	2027-2028	\$0

Water & Sewer Division

Project: Reduction of Inflow & Infiltration (I&I) into Sanitary Sewer Collection System
Description: The reduction of I&I into the collection system will be a continuous issue that will need funding on a continuous basis
Justification: The reduction of I&I will reduce wear and tear on the collection system, extend the useful life of the collection system and help reduce the payments the town makes to the County, as there will be less water in the system flowing through the County WWTP meter.

Fiscal Year Estimated Expenditure:	2018-2019	\$100,000
	2019-2020	\$100,000
	2020-2021	\$100,000
	2021-2022	\$100,000
	2022-2023	\$100,000
	2023-2024	\$100,000
	2024-2025	\$100,000
	2025-2026	\$100,000
	2026-2027	\$100,000
	2027-2028	\$100,000

Project: Lift Station Repair
Description: The Town will establish a program to rehabilitate each of the 16 lift stations in the collections system, in need of repair & refurbishment.
Justification: The lift stations in the sanitary sewer system have suffered from a bit of neglect and as a result, are operation at less than top efficiency. The Town will begin to update control panels, refurbish and replace pumps, and repair dilapidated fencing. Such a program will lead to less malfunctions, less repair calls and reduce the risk of sanitary sewer spills.

Fiscal Year Estimated Expenditure:	2018-2019	\$150,000
	2019-2020	\$150,000
	2020-2021	\$150,000
	2021-2022	\$100,000
	2022-2023	\$100,000
	2023-2024	\$150,000
	2024-2025	\$150,000
	2025-2026	\$25,000
	2026-2027	\$25,000
	2027-2028	\$50,000

Project: Smart Meter Deployment

Description: The Town proposes to acquire and install Smart Grid metering infrastructure for the water utility and residential & commercial customers. The project will be “phased in” over the course of five (5) years to accommodate the large capital expenditure.

Justification: The benefits of Smart Grid technology are widely known. Building upon the success of the pilot program will enable all Town customers to reap the benefits.

Fiscal Year Estimated Expenditure:	2018-2019	\$0
	2019-2020	\$250,000
	2020-2021	\$250,000
	2021-2022	\$250,000
	2022-2023	\$250,000
	2023-2024	\$250,000
	2024-2025	\$250,000
	2025-2026	\$100,000
	2026-2027	\$0
	2027-2028	\$0

Project: Fire Hydrant Valve insertion & Replacements

Description: The Town will take on the task of inserting, or repairing, hydrant valves where, currently, none exist; or the existing one is damaged. This will allow the hydrant to be turned off for maintenance and not necessitate the shutting down of a main line.

Justification: A healthy fire protection system is a necessity in the Town. Currently the hydrants operate; however, the absence of a hydrant valve means that repair and maintenance of these hydrants require the Town to shut the main off. The insertion of, or repair of, the hydrant valves will keep the fire protection system operable and allow maintenance on the hydrants while keeping the mains flowing.

Fiscal Year Estimated Expenditure:	2018-2019	\$40,000
	2019-2020	\$0
	2020-2021	\$100,000
	2021-2022	\$0
	2022-2023	\$0
	2023-2024	\$100,000
	2024-2025	\$0
	2025-2026	\$250,000
	2026-2027	\$500,000
	2027-2028	\$0

Project: Water Line Upgrades Around Town
 Description: The Town will establish a program to rehabilitate water mains in the distribution system throughout the Town.
 Justification: The water mains in the water distribution system are aged and have suffered from a bit of neglect. As a result, these water mains are operating at less than top efficiency. The Town will begin to update these lines by rehabilitation and replacement. Such a program will lead to more stable water pressure, less repair calls, and reduce the risk of water main breakage.

Fiscal Year Estimated Expenditure:	2018-2019	\$50,000
	2019-2020	\$50,000
	2020-2021	\$50,000
	2021-2022	\$50,000
	2022-2023	\$50,000
	2023-2024	\$50,000
	2024-2025	\$50,000
	2025-2026	\$50,000
	2026-2027	\$50,000
	2027-2028	\$50,000

Project: Digitized Mapping of Water & Sewer System
 Description: The Town will keep the service map updated by hiring a surveyor to collect data on new Town infrastructure, as it gets built.
 Justification: The Town will have a surveyor "on-call" to collect data when Town infrastructure is expanded. The new infrastructure can be accurately added to the published service maps and kept updated. The provision of accurate information will benefit the service crews, as well as, provide an accurate assessment for potential businesses looking to locate in the Town service areas.

Fiscal Year Estimated Expenditure:	2018-2019	\$10,000
	2019-2020	\$30,000
	2020-2021	\$30,000
	2021-2022	\$30,000
	2022-2023	\$30,000
	2023-2024	\$0
	2024-2025	\$0
	2025-2026	\$10,000
	2026-2027	\$0
	2027-2028	\$0

Project: 16" Water Line along Durwood Stephenson Highway
 Description: The Town will design and construct a 16" water line along Durwood Stephenson highway, which will connect US-70 Highway to the 16" water line at the intersection of Buffalo Road and Booker Dairy Road.
 Justification: The connection of this water line will create a "loop" in the Town water transmission line. This "loop" will leave the Town less susceptible to fluctuation in water supply, water quality and water pressure.

Fiscal Year Estimated Expenditure:	2018-2019	\$750,000
	2019-2020	\$85,000
	2020-2021	\$800,000
	2021-2022	\$800,000
	2022-2023	\$30,000
	2023-2024	\$0
	2024-2025	\$0
	2025-2026	\$0
	2026-2027	\$0
	2027-2028	\$0

Project: Workforce Mobility
 Description: The Town will establish a program to provide service crews with electronic means to interact with the work order system.
 Justification: The Town will acquire electronic devices and appropriate software to integrate the work order system so that service crews can respond with greater accuracy and speed. Upon completion of their assigned tasks, the crews can "log-in" the repair and the system can be kept updated.

Fiscal Year Estimated Expenditure:	2018-2019	\$0
	2019-2020	\$5,000
	2020-2021	\$0
	2021-2022	\$5,000
	2022-2023	\$0
	2023-2024	\$5,000
	2024-2025	\$0
	2025-2026	\$5,000
	2026-2027	\$0
	2027-2028	\$0

Project: Manhole Rehabilitation

Description: The Town will establish a program to rehabilitate manholes in need of repair, in conjunction with those manholes identified by annual infrastructure assessments .

Justification: The Town sanitary sewer collection system is aged and certain sections have suffered from a bit of neglect. As a result, these lines are operating at less than top efficiency. The Town will begin to rehabilitate the worst manholes identified by annual assessments, refurbishing the interiors by cementitious re-build and epoxy coating. Such repair and rehabilitation will result in extended infrastructure life and further reduce I&I into the Town sanitary sewer collection system.

Fiscal Year Estimated Expenditure:	2018-2019	\$50,000
	2019-2020	\$50,000
	2020-2021	\$50,000
	2021-2022	\$50,000
	2022-2023	\$50,000
	2023-2024	\$50,000
	2024-2025	\$50,000
	2025-2026	\$50,000
	2026-2027	\$50,000
	2027-2028	\$50,000

Project: Vactor Truck

Description: The Town will split the cost of a replacement Vactor truck over the course of two years, making the purchase in the second fiscal year.

Justification: The Town will need a new, or newer, Vactor truck to replace an aged vehicle. The wear and tear on such vehicles is great and repair costs will be high due to the nature of the work such vehicles endure. The timing of this replacement can be put off for a few years as the current need exists, but is not pressing.

Fiscal Year Estimated Expenditure:	2018-2019	\$0
	2019-2020	\$0
	2020-2021	\$0
	2021-2022	\$0
	2022-2023	\$175,000
	2023-2024	\$175,000
	2024-2025	\$0
	2025-2026	\$0
	2026-2027	\$0
	2027-2028	\$0

Project: Work Vehicles
 Description: The Town will need to replace aged work vehicles so the crews can perform their work.
 Justification: The Town will need new, or newer, work vehicles to replace the aged vehicles in the work fleet. The wear and tear on such vehicles is great and repair costs will be high due to the nature of the work such vehicles endure.

Fiscal Year Estimated Expenditure:	2018-2019	\$50,000
	2019-2020	\$0
	2020-2021	\$0
	2021-2022	\$50,000
	2022-2023	\$0
	2023-2024	\$0
	2024-2025	\$50,000
	2025-2026	\$0
	2026-2027	\$50,000
	2027-2028	\$0

Project: Extend Infrastructure on Buffalo Road
 Description: The Town will improve the water & sewer systems along Buffalo Road to facilitate residential development in that area and facilitate anticipated Town growth.
 Justification: The Buffalo Road area has long been thought to be the most logical area of new “green” growth in the Town of Smithfield. This system improvement will enable residential development to occur in the area at our northernmost service area. This development will tie the Town’s system into the existing systems along Buffalo Road and provide a stable system for the proposed Kellie Drive connection.

Fiscal Year Estimated Expenditure:	2018-2019	\$400,000
	2019-2020	\$400,000
	2020-2021	\$400,000
	2021-2022	\$400,000
	2022-2023	\$400,000
	2023-2024	\$0
	2024-2025	\$0
	2025-2026	\$0
	2026-2027	\$0
	2027-2028	\$0

10-Year Capital Improvement Plan

Priority	Electric	Proposed FY 18-19	Proposed FY 19-20	Proposed FY 20-21	Proposed FY 21-22	Proposed FY 22-23	Proposed FY 23-24	Proposed FY 24-25	Proposed FY 25-26	Proposed FY 26-27
1	Advanced Metering Infrastructure/Smart Grid	500,000	500,000	150,000	50,000	50,000	50,000	10,000		
2	Voltage Conversion & Circuit from Brogden Road Substation	300,000	300,000	300,000	250,000	500,000	500,000	500,000	400,000	250,000
3	Generator for Load Management for Town Lift Stations			50,000	50,000	50,000	50,000		150,000	150,000
4	Replace Electric Dept. Bucket Truck	150,000								
5	New Tractor		75,000	75,000						
6	Delivery Point #3 - Design	75,000	75,000							
7	Delivery Point #3 - Construct		500,000	500,000	1,000,000					
8	Design & Construct "North" Circuit	75,000	50,000	500,000						
9	Improve Circuit Along Buffalo Road	175,000	175,000	175,000	175,000	175,000				
	Totals	1,275,000	1,675,000	1,750,000	1,525,000	775,000	550,000	510,000	550,000	400,000
	Water Plant									
1	River Bank Refurbishment	200,000					75,000		75,000	
2	Plant Enlargement - 4th train	150,000	6,000,000	9,000,000	250,000					
3	Sludge Process upgrades				50,000	75,000				
4	SCADA Upgrades	50,000	75,000				50,000	50,000	50,000	50,000
5	South Smithfield Elevated Tank/System improvements		500,000	1,500,000	800,000	75,000			500,000	400,000
6	Sodium Chloride Bulk Tank & Transfer System	30,000								
	Totals	400,000	6,575,000	10,500,000	1,100,000	150,000	200,000	50,000	625,000	450,000
	Water and Sewer									
1	Reduction of I/I into Sanitary Sewer	100,000	100,000	100,000	100,000	100,000	100,000	100,000	100,000	100,000
2	Lift Station Repair (fence & signage included)	150,000	150,000	150,000	100,000	100,000	150,000	150,000	25,000	25,000
3	AMI - Automated Metering Infrastructure		250,000	250,000	250,000	250,000	250,000	250,000	250,000	250,000
4	Fire Hydrant Valve Insertion/Replacements	40,000		100,000			100,000			
5	Water Line Upgrades Throughout Town	50,000	50,000	50,000	50,000	50,000	50,000	50,000	50,000	50,000
6	Digitized Mapping of Water & Sewer System	10,000	30,000	30,000	30,000	30,000				
7	16" Water line along Durwood Stephenson	750,000	600,000	185,000	700,000	800,000				
8	Old Goldsboro Road Tie-in	40,000								
9	Manhole rehab	50,000	50,000	50,000	50,000	50,000	50,000	50,000	50,000	50,000
10	Vactor Truck						175,000	175,000		
11	Work Vehicles	50,000			50,000					
12	Trailer & Trench Box	8,000								
13	Extend Infrastructure Along Buffalo Road	400,000	400,000	400,000	400,000	400,000				
	Totals	1,648,000	1,230,000	915,000	1,330,000	1,380,000	875,000	825,000	735,000	775,000



**TOWN OF
SMITHFIELD**

PUBLIC UTILITIES

**10 YEAR
CAPITAL PLAN**

January 5, 2021

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Public Utilities 10-Year Capital Improvement Plan

Electric Division

Project: Smart Meter Deployment
Description: The Town proposes to finalize the installation of Smart Grid metering infrastructure for the electric utility and residential & commercial customers. The project has been “phased in” over the course of many years to accommodate the capital expenditure.
Justification: The benefits of Smart Grid technology are widely known (accuracy in metering, alerts to incidents, customer self-management, etc.). Finishing the Commercial & Industrial customers will enable all Town customers to reap the benefits; as well as, reduce the need for contracted services.

Fiscal Year Estimated Expenditure:	2020-2021	\$100,000
	2021-2022	\$100,000
	2022-2023	\$0
	2023-2024	\$50,000
	2024-2025	\$0
	2025-2026	\$50,000
	2026-2027	\$0
	2027-2028	\$50,000
	2028-2029	\$0
	2029-2030	\$50,000
	2030-2031	\$0

Project: Town-wide Voltage Conversion
Description: Replacement of distribution transformers in service areas fed by the Brogden Road transformer.
Justification: The Brogden Road station was constructed without permanent distribution transformers. To save cost, step down transformers were installed in that service area. The replacement of the transformers with higher voltage units, provides a more stable supply that is less susceptible to demand outages. This project has been on-going for multiple years and will continue for many years to come.

Fiscal Year Estimated Expenditure:	2020-2021	\$400,000
	2021-2022	\$500,000
	2022-2023	\$500,000
	2023-2024	\$500,000
	2024-2025	\$500,000
	2025-2026	\$500,000
	2026-2027	\$500,000
	2027-2028	\$500,000
	2028-2029	\$750,000
	2029-2030	\$750,000
	2030-2031	\$750,000

Project: Generator for Load Management at Town Facilities
 Description: Four (4) of the Town lift stations will need a generator to participate in the Town's load management program. These stations are identified as #4, #5, #11, & #16.
 Justification: By installing a generator at each of these four (4) stations, the stations will have the ability to participate in load management; which would result in power savings for the Town. A secondary effect of the installation is to provide backup power at each of these stations, in the event of an emergency.

Fiscal Year Estimated Expenditure:	2020-2021	\$0
	2021-2022	\$250,000
	2022-2023	\$150,000
	2023-2024	\$0
	2024-2025	\$0
	2025-2026	\$0
	2026-2027	\$150,000
	2027-2028	\$0
	2028-2029	\$0
	2029-2030	\$150,000
	2030-2031	\$0

Project: Replace Electric Bucket/Service Truck
 Description: The bucket truck will be used to replace an aged vehicle in the fleet. This truck is used in the repair and replacement of electric transmission and service lines throughout the Town. This particular truck allows for access to the wires which are suspended 30'-40' in the air. The Service truck will allow for minor service calls without the use of the larger, more difficult-to-manage vehicle.
 Justification: The large bucket truck in the fleet is aged (~20 years old by the time we replace it) and is in ever-escalating need of repair. This expenditure will be used to replace a vital vehicle in the Electric Division fleet. It is proposed to spread the cost of the trucks over separate, two-year periods.

Fiscal Year Estimated Expenditure:	2020-2021	\$75,000
	2021-2022	\$75,000
	2022-2023	\$0
	2023-2024	\$0
	2024-2025	\$175,000
	2025-2026	\$175,000
	2026-2027	\$0
	2027-2028	\$0
	2028-2029	\$0
	2029-2030	\$0
	2030-2031	\$0

Project: Delivery Point #1 Upgrade
 Description: The Town will need to upgrade the original delivery point along Hospital Road to replace the aged infrastructure that exists.
 Justification: The need to update the aged electric infrastructure grows ever more pressing each year. The “lower” supply-side voltage lines (115 kVa) are being phased out by Duke Energy, so there is a need to upgrade the station, to be placed on the “higher” supply-side voltage (230kVa). This is the more stable supply of power that the Town is converting our infrastructure to, and this updated delivery point will dovetail into the Town conversion project.

Fiscal Year Estimated Expenditure:	2020-2021	\$0
	2021-2022	\$0
	2022-2023	\$300,000
	2023-2024	\$400,000
	2024-2025	\$400,000
	2025-2026	\$0
	2026-2027	\$0
	2027-2028	\$0
	2028-2029	\$0
	2029-2030	\$0
	2030-2031	\$0

Project: Design & Construct Additional Circuit
 Description: Although the Town has constructed a new circuit on the north side of Town, it is likely that a second “northern” circuit will be required, should development occur as anticipated.
 Justification: The Brogden Road station was constructed with enough capacity to carry about twice as much load than the station currently is burdened. A big advantage of having excess capacity is the ability to support growth. The Town may need another new circuit north of the Booker Dairy Road corridor to support growth in that area of Town.

Fiscal Year Estimated Expenditure:	2020-2021	\$120,000
	2021-2022	\$0
	2022-2023	\$0
	2023-2024	\$0
	2024-2025	\$0
	2025-2026	\$500,000
	2026-2027	\$750,000
	2027-2028	\$500,000
	2028-2029	\$0
	2029-2030	\$0
	2030-2031	\$0

Project: System Improvements on Buffalo Road
 Description: The Town will improve the electric system along Buffalo Road to facilitate residential development in that area and facilitate anticipated Town growth.
 Justification: The Buffalo Road area has long been thought to be the most logical area of new “green” growth in the Town of Smithfield. This system improvement will enable residential development to occur in the area at our northernmost service area. This development also allows for the Town to have existing service within close proximity to the proposed Kellie Drive connection onto Buffalo Road, which gives new customers a choice of service.

Fiscal Year Estimated Expenditure:	2020-2021	\$100,000
	2021-2022	\$100,000
	2022-2023	\$100,000
	2023-2024	\$100,000
	2024-2025	\$0
	2025-2026	\$0
	2026-2027	\$0
	2027-2028	\$0
	2028-2029	\$0
	2029-2030	\$0
	2030-2031	\$0

Project: Municipal Batteries
 Description: The Town will investigate the developing technology of municipal battery power, that provides unlimited load management; as well as, emergency back-up power.
 Justification: The rapidly developing technology in the field of municipal power storage can be used to manage the Town electric load, on a scale that benefits all Town customers. Also, if used accordingly, the municipal battery cell could be used for back-up, emergency power in a natural disaster, if needed.

Fiscal Year Estimated Expenditure:	2020-2021	\$0
	2021-2022	\$50,000
	2022-2023	\$0
	2023-2024	\$0
	2024-2025	\$0
	2025-2026	\$0
	2026-2027	\$0
	2027-2028	\$0
	2028-2029	\$0
	2029-2030	\$0
	2030-2031	\$0

Water Plant Division

Project: Water Plant Enlargement
Description: The Water Plant will be enlarged by constructing the 4th process train, per the original design plans of the plant
Justification: To meet the increasing demand from the anticipated growth in the Town, the Water Plant will need to be able to draw, treat, and distribute more water in the coming years. This improvement project will enable the Town to meet the need and ensure adequate supply for the Town, as we move forward.

Fiscal Year Estimated Expenditure:	2020-2021	\$350,000
	2021-2022	\$13,600,000
	2022-2023	\$3,650,000
	2023-2024	\$0
	2024-2025	\$0
	2025-2026	\$0
	2026-2027	\$0
	2027-2028	\$0
	2028-2029	\$0
	2029-2030	\$0
	2030-2031	\$0

Project: River Intake Improvements
Description: The Water Plant will rehabilitate the River intake to increase the intake flow, in response to increased demand.
Justification: The water plant will need to be able to increase the intake of water from the river to maintain the demand for treated water. This project will add capacity to the intake and allow the plant to withdraw the additional water from the river, without the abundance of organic substances we normally take in.

Fiscal Year Estimated Expenditure:	2020-2021	\$0
	2021-2022	\$0
	2022-2023	\$0
	2023-2024	\$0
	2024-2025	\$75,000
	2025-2026	\$750,000
	2026-2027	\$500,000
	2027-2028	\$0
	2028-2029	\$0
	2029-2030	\$0
	2030-2031	\$0

Project: East Smithfield Water System Improvements
 Description: The distribution will need to be expanded and "looped-in" on the east side of I-95
 Justification: As the Town experiences growth on the east side of I-95, it is likely that the core distribution system will need to be extended down Mallard Road and returned back across I-95 to close the loop. The new water system would be able to provide water to a growing section of Town. This section may require an elevated storage tank to maintain adequate water pressure.

Fiscal Year Estimated Expenditure:	2020-2021	\$0
	2021-2022	\$250,000
	2022-2023	\$800,000
	2023-2024	\$1,000,000
	2024-2025	\$1,000,000
	2025-2026	\$0
	2026-2027	\$0
	2027-2028	\$0
	2028-2029	\$0
	2029-2030	\$0
	2030-2031	\$0

Project: SCADA Upgrade
 Description: The Town will institute SCADA system upgrades at all lift stations and at the water meters at the delivery points for the County.
 Justification: The evolving technologies used in modern communications will out-date itself within 3-5 years. The Town will undertake an upgrade to keep the communication devices at its remote sites modern and efficient. This will take place over the course of multiple years to help offset the high cost.

Fiscal Year Estimated Expenditure:	2020-2021	\$50,000
	2021-2022	\$0
	2022-2023	\$0
	2023-2024	\$50,000
	2024-2025	\$0
	2025-2026	\$50,000
	2026-2027	\$0
	2027-2028	\$50,000
	2028-2029	\$0
	2029-2030	\$50,000
	2030-2031	\$0

Project: South Smithfield System improvements

Description: The Town will construct water lines and a booster station to incorporate the South Smithfield Water District into the Town water system.

Justification: The expected growth of the Town, in the northern end will pose a challenge to the Town to maintain appropriate quantity and pressure for the southern end of the Town. A new booster pump station, with associated main lines, will provide a solution to water pressure and supply issues.

Fiscal Year Estimated Expenditure:	2020-2021	\$0
	2021-2022	\$0
	2022-2023	\$0
	2023-2024	\$0
	2024-2025	\$0
	2025-2026	\$350,000
	2026-2027	\$500,000
	2027-2028	\$850,000
	2028-2029	\$850,000
	2029-2030	\$0
	2030-2031	\$0

Project: Pump Rebuilds

Description: As pumps age, the need to rebuild the pumps and motors will become a maintenance task for the high-use pumps at the Water Plant

Justification: Certain pumps at use in the Water Plant will undergo significantly larger usage hours. These pumps will need to be rebuilt and motors rewound, as normal maintenance, after a few years. There is also the likely need to rebuild or replace the impellers; due to wear & tear from the intake of organic material in the river.

Fiscal Year Estimated Expenditure:	2020-2021	\$103,000
	2021-2022	\$0
	2022-2023	\$0
	2023-2024	\$0
	2024-2025	\$0
	2025-2026	\$0
	2026-2027	\$150,000
	2027-2028	\$0
	2028-2029	\$150,000
	2029-2030	\$0
	2030-2031	\$150,000

Water & Sewer Division

Project: Reduction of Inflow & Infiltration (I&I) into Sanitary Sewer Collection System
Description: The reduction of I&I into the collection system will be a continuous issue that will need funding on a continuous basis
Justification: The reduction of I&I will reduce wear and tear on the collection system, extend the useful life of the collection system and help reduce the payments the town makes to the County, as there will be less water in the system flowing through the County WWTP meter.

Fiscal Year Estimated Expenditure:	2020-2021	\$200,000
	2021-2022	\$250,000
	2022-2023	\$250,000
	2023-2024	\$250,000
	2024-2025	\$250,000
	2025-2026	\$250,000
	2026-2027	\$250,000
	2027-2028	\$250,000
	2028-2029	\$250,000
	2029-2030	\$250,000
	2030-2031	\$250,000

Project: Lift Station Repair
Description: The Town will establish a program to rehabilitate each of the 16 lift stations in the collections system, in need of repair & refurbishment.
Justification: The lift stations in the sanitary sewer system have suffered from a bit of neglect and as a result, are operation at less than top efficiency. The Town will begin to update control panels, refurbish and replace pumps, and repair dilapidated fencing. Such a program will lead to less malfunctions, less repair calls and reduce the risk of sanitary sewer spills.

Fiscal Year Estimated Expenditure:	2020-2021	\$150,000
	2021-2022	\$150,000
	2022-2023	\$150,000
	2023-2024	\$150,000
	2024-2025	\$150,000
	2025-2026	\$150,000
	2026-2027	\$150,000
	2027-2028	\$150,000
	2028-2029	\$150,000
	2029-2030	\$150,000
	2030-2031	\$150,000

Project: Smart Meter Deployment

Description: The Town proposes to acquire and install Smart Grid metering infrastructure for the water utility and residential & commercial customers. The project will be “phased in” over the course of six (6) years to accommodate the capital expenditure.

Justification: The benefits of Smart Grid technology are widely known. Building upon the success of the pilot program will enable all Town customers to reap the benefits. The smart grid technology will also drastically reduce the need for contracted services.

Fiscal Year Estimated Expenditure:

2020-2021	\$50,000
2021-2022	\$300,000
2022-2023	\$300,000
2023-2024	\$300,000
2024-2025	\$300,000
2025-2026	\$300,000
2026-2027	\$0
2027-2028	\$0
2028-2029	\$0
2029-2030	\$0
2030-2031	\$0

Project: Fire Hydrant Valve Insertion & Replacements

Description: The Town will take on the task of inserting, or repairing, hydrant valves where, currently, none exist; or the existing one is damaged. This will allow the hydrant to be turned off for maintenance and not necessitate the shutting down of a main line.

Justification: A healthy fire protection system is a necessity in the Town. Currently the hydrants operate; however, the absence of a hydrant valve means that repair and maintenance of these hydrants require the Town to shut the main off. The insertion of, or repair of, the hydrant valves will keep the fire protection system operable and allow maintenance on the hydrants while keeping the mains flowing.

Fiscal Year Estimated Expenditure:

2020-2021	\$0
2021-2022	\$0
2022-2023	\$100,000
2023-2024	\$100,000
2024-2025	\$100,000
2025-2026	\$100,000
2026-2027	\$250,000
2027-2028	\$300,000
2028-2029	\$0
2029-2030	\$0
2030-2031	\$0

Project: Water Line Upgrades Around Town

Description: The Town will establish a program to rehabilitate water mains in the distribution system throughout the Town.

Justification: The water mains in the water distribution system are aged and have suffered from a bit of neglect. As a result, these water mains are operating at less than top efficiency. The Town will begin to update these lines by rehabilitation and replacement. Such a program will lead to more stable water pressure, less repair calls, and reduce the risk of water main breakage.

Fiscal Year Estimated Expenditure:

2020-2021	\$100,000
2021-2022	\$100,000
2022-2023	\$100,000
2023-2024	\$100,000
2024-2025	\$100,000
2025-2026	\$100,000
2026-2027	\$100,000
2027-2028	\$100,000
2028-2029	\$100,000
2029-2030	\$100,000
2030-2031	\$100,000

Project: Digitized Mapping of Water & Sewer System

Description: The Town will keep the service map updated by hiring a surveyor to collect data on new Town infrastructure, as it gets built.

Justification: The Town will have a surveyor "on-call" to collect data when Town infrastructure is expanded. The new infrastructure can be accurately added to the published service maps and kept updated. The provision of accurate information will benefit the service crews, as well as, provide an accurate assessment for potential businesses looking to locate in the Town service areas.

Fiscal Year Estimated Expenditure:

2020-2021	\$30,000
2021-2022	\$30,000
2022-2023	\$30,000
2023-2024	\$0
2024-2025	\$30,000
2025-2026	\$0
2026-2027	\$30,000
2027-2028	\$0
2028-2029	\$30,000
2029-2030	\$0
2030-2031	\$30,000

Project: 16" Water Line along Durwood Stephenson Highway
 Description: The Town will design and construct a 16" water line along Durwood Stephenson highway, which will connect US-70 Highway to the 16" water line at the intersection of Buffalo Road and Booker Dairy Road.
 Justification: The connection of this water line will create a "loop" in the Town water transmission line. This "loop" will leave the Town less susceptible to fluctuation in water supply, water quality and water pressure.

Fiscal Year Estimated Expenditure:	2020-2021	\$350,000
	2021-2022	\$200,000
	2022-2023	\$0
	2023-2024	\$0
	2024-2025	\$0
	2025-2026	\$0
	2026-2027	\$0
	2027-2028	\$0
	2028-2029	\$0
	2029-2030	\$0
	2030-2031	\$0

Project: Manhole Rehabilitation
 Description: The Town will establish a program to rehabilitate manholes in need of repair, in conjunction with those manholes identified by annual infrastructure assessments.
 Justification: The Town sanitary sewer collection system is aged and certain sections have suffered from a bit of neglect. As a result, these lines are operating at less than top efficiency. The Town will begin to rehabilitate the worst manholes identified by annual assessments, refurbishing the interiors by cementitious re-build and epoxy coating. Such repair and rehabilitation will result in extended infrastructure life and further reduce I&I into the Town sanitary sewer collection system.

Fiscal Year Estimated Expenditure:	2020-2021	\$50,000
	2021-2022	\$50,000
	2022-2023	\$50,000
	2023-2024	\$50,000
	2024-2025	\$50,000
	2025-2026	\$50,000
	2026-2027	\$50,000
	2027-2028	\$50,000
	2028-2029	\$50,000
	2029-2030	\$50,000
	2030-2031	\$50,000

Project: Construction Vehicles
 Description: The Town will split the cost of a new twin-axle dump truck and a replacement Vactor truck over the course of two years each, making the purchase in the second fiscal year.
 Justification: The Town will need a second dump truck, with larger hauling capacity, as the incidence for increased underground utility repairs is on the rise. Also, a new, or newer, Vactor truck to replace an aged vehicle. The wear and tear on such vehicles is great and repair costs will be high due to the nature of the work such vehicles endure. The timing of this replacement can be put off for a few years as the current need is not pressing.

Fiscal Year Estimated Expenditure:	2020-2021	\$0
	2021-2022	\$0
	2022-2023	\$75,000
	2023-2024	\$75,000
	2024-2025	\$0
	2025-2026	\$0
	2026-2027	\$0
	2027-2028	\$175,000
	2028-2029	\$175,000
	2029-2030	\$0
	2030-2031	\$0

Project: Replace Utilities in Alleys
 Description: The Town will replace the existing water line and sewer line in the alley between Wilson Street & Stevens Street; as well as in the alley between Stevens Street & Holding Street.
 Justification: As the entire utility system ages, the number of repairs for both water and sewer has been steadily on the rise. This section of Town has shown the highest number of repairs and, as a result, exhibits the greatest need of attention.

Fiscal Year Estimated Expenditure:	2020-2021	\$170,000
	2021-2022	\$0
	2022-2023	\$200,000
	2023-2024	\$0
	2024-2025	\$0
	2025-2026	\$0
	2026-2027	\$0
	2027-2028	\$0
	2028-2029	\$0
	2029-2030	\$0
	2030-2031	\$0

Project: Extend Infrastructure on Buffalo Road
 Description: The Town will improve the water & sewer systems along Buffalo Road to facilitate residential development in that area and facilitate anticipated Town growth.
 Justification: The Buffalo Road area has long been thought to be the most logical area of new “green” growth in the Town of Smithfield. This system improvement will enable residential development to occur in the area at our northernmost service area. This development will tie the Town’s system into the existing systems along Buffalo Road and provide a stable system for the proposed Kellie Drive connection.

Fiscal Year Estimated Expenditure:	2020-2021	\$100,000
	2021-2022	\$100,000
	2022-2023	\$100,000
	2023-2024	\$100,000
	2024-2025	\$0
	2025-2026	\$0
	2026-2027	\$0
	2027-2028	\$0
	2028-2029	\$0
	2029-2030	\$0
	2030-2031	\$0

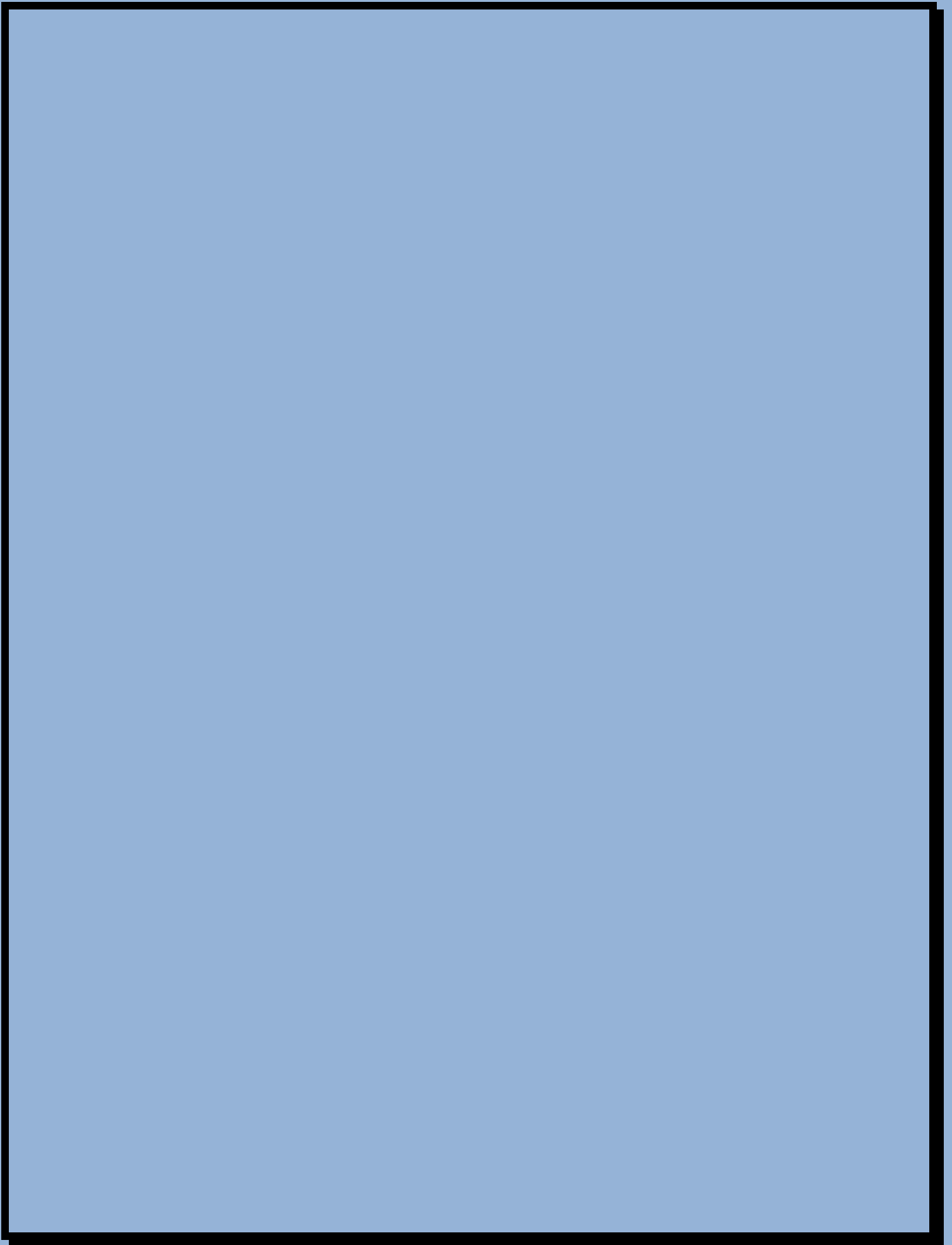
Project: Highway 210 Force Main
 Description: The Town will replace the existing force main along Highway 210 with a new force main.
 Justification: The discharge force main from lift station #3 currently conveys the waste water to lift station #1. This proves to be a heavy burden on lift station #1 and we have made many repairs due to the high flows in lift station #1. The new force main will discharge directly into the County line and reduce the burden on lift station #1.

Fiscal Year Estimated Expenditure:	2020-2021	\$400,000
	2021-2022	\$200,000
	2022-2023	\$0
	2023-2024	\$0
	2024-2025	\$0
	2025-2026	\$0
	2026-2027	\$0
	2027-2028	\$0
	2028-2029	\$0
	2029-2030	\$0
	2030-2031	\$0

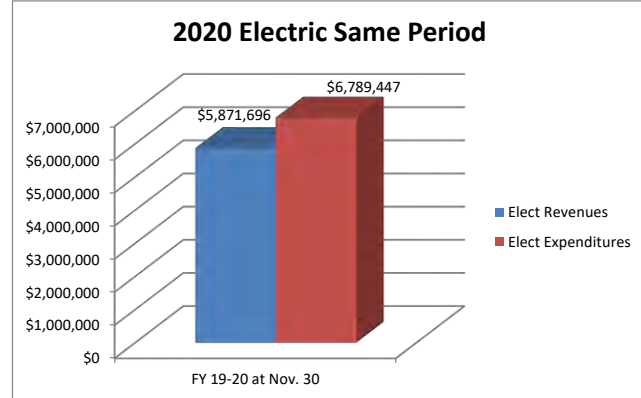
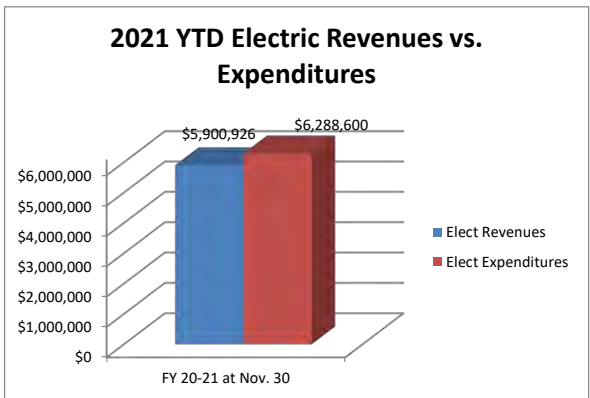
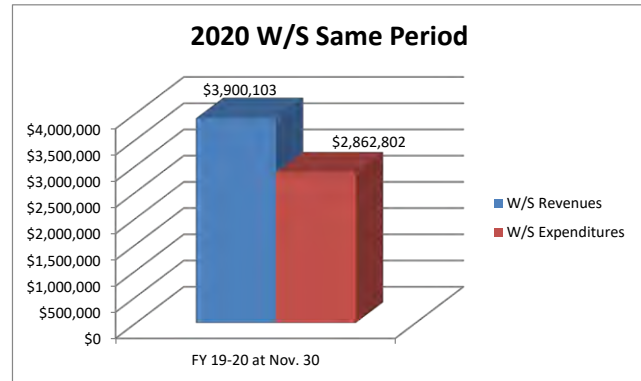
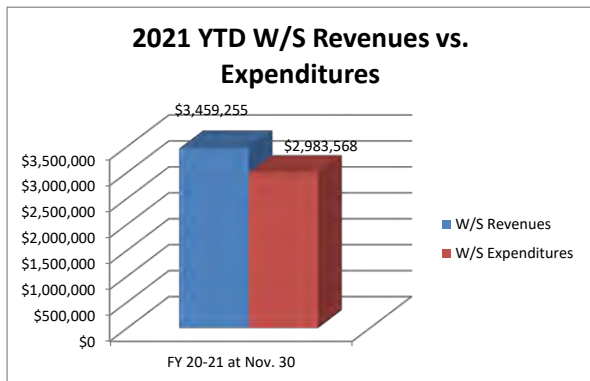
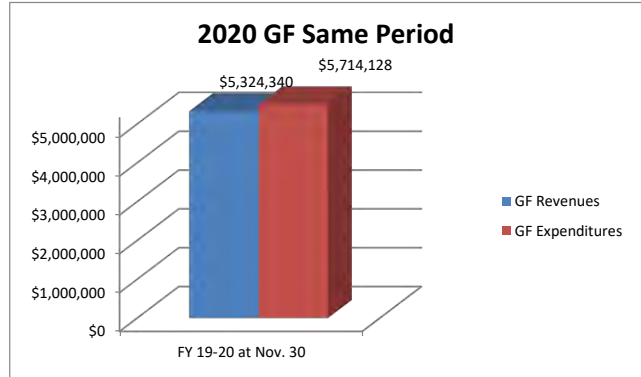
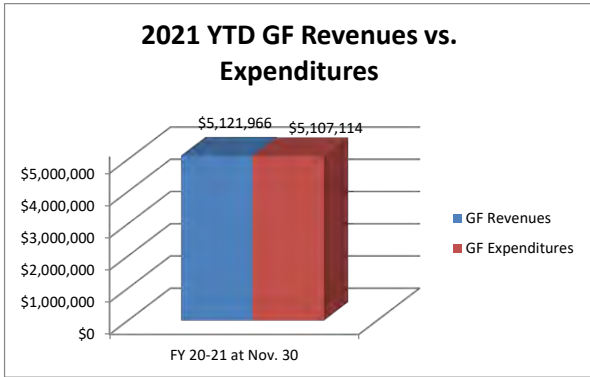
10-Year Capital Improvement Plan

Priority	Electric	Approved FY 20-21	Proposed FY 21-22	Proposed FY 22-23	Proposed FY 23-24	Proposed FY 24-25	Proposed FY 25-26	Proposed FY 26-27	Proposed FY 27-28	Proposed FY 28-29	Proposed FY 29-30
1	Advanced Metering Infrastructure/Smart Grid	100,000	100,000		50,000		50,000		50,000		50,000
2	Voltage Conversion	400,000	500,000	500,000	500,000	500,000	500,000	500,000	500,000	750,000	750,000
3	Generator for Load Management for Town Lift Stations		200,000	150,000				150,000			150,000
4	Electric Dept. Bucket Truck	75,000	75,000								
5	Delivery Point #1 - Rehabilitation			300,000	400,000	175,000	175,000	750,000	500,000		
6	Additional Circuit Construction	120,000				400,000	500,000		50,000		
7	Work Truck	35,000				40,000			50,000		
8	Improve Circuit Along Buffalo Road	100,000	100,000	100,000	100,000						
9	Municipal Batteries	50,000	50,000								
	Totals	830,000	1,025,000	1,050,000	1,050,000	1,115,000	1,225,000	1,400,000	1,100,000	750,000	950,000
	Water Plant										
1	Water Plant Improvement Project	350,000	13,600,000	3,650,000			750,000	500,000			
2	Intake Improvements										
3	East Smithfield Water System Improvements		250,000	800,000	1,000,000	1,000,000	50,000		50,000		50,000
4	SCADA Upgrades	50,000									
5	South Smithfield System Improvements						350,000	500,000	850,000		
6	Pump Rebuilds	103,000						150,000			
7	Work Truck	35,000			40,000				40,000		
	Totals	538,000	13,850,000	4,450,000	1,090,000	1,075,000	1,150,000	1,150,000	940,000	1,000,000	50,000
	Water and Sewer										
1	Reduction of // into Sanitary Sewer	200,000	250,000	250,000	250,000	250,000	250,000	250,000	250,000	250,000	250,000
2	Lift Station Repair (fence & signage included)	150,000	150,000	150,000	150,000	150,000	150,000	150,000	150,000	150,000	150,000
3	AMI - Automated Metering Infrastructure	50,000	300,000	300,000	300,000	300,000	300,000	300,000	300,000	300,000	300,000
4	Fire Hydrant Valve Insertion/Replacements		100,000	100,000	100,000	100,000	100,000	250,000	300,000	100,000	100,000
5	Water Line Upgrades Throughout Town	30,000	30,000	100,000	100,000	100,000	100,000	100,000	100,000	100,000	100,000
6	Digitized Mapping of Water & Sewer System	350,000	200,000	30,000	100,000	30,000		30,000			
7	18" Water Line along Durwood Stephenson	50,000	50,000	50,000	50,000	50,000	50,000	50,000	50,000	50,000	50,000
8	Manhole Rehabilitation			75,000	75,000				175,000		
9	Dump Truck & Vector Truck		40,000		40,000			40,000			40,000
10	Work Vehicles			200,000	200,000						
11	Replace SS in alleys behind Wilson St. & Holding St.	170,000	100,000	100,000	100,000						
12	Extend Infrastructure Along Buffalo Road	400,000	200,000								
13	Highway 210 Force Main										
	Totals	1,600,000	1,420,000	1,355,000	1,165,000	980,000	950,000	870,000	1,025,000	755,000	590,000

Financial Report



Town of Smithfield Revenues vs. Expenditures



TOWN OF SMITHFIELD
MAJOR FUNDS FINANCIAL SUMMARY REPORT
November 30, 2020
Gauge: 5/12 or 41.7 Percent

GENERAL FUND

Revenues	Frequency	Actual to Date	Budget	Actual to Date
		FY '19-20	FY '20-21	FY '20-21
Current & Prior Year Property Taxes	Monthly	\$ 2,344,570	\$ 6,450,000	\$ 2,354,690
Motor Vehicle Taxes	Monthly	264,802	575,000	296,243
Utility Franchise Taxes	Quarterly	228,119	975,000	205,618
Local Option Sales Taxes	Monthly	691,144	2,147,000	727,382
Aquatic and Other Recreation	Monthly	314,250	585,000	43,472
Sanitation (Includes Penalties)	Monthly	484,061	1,351,300	478,477
Grants		270,529	204,852	465,819
All Other Revenues		726,865	1,358,308	550,264
Loan Proceeds		-	-	-
Transfers (Electric and Fire Dist.)		-	261,614	-
Fund Balance Appropriated		-	1,697,508	-
Total		\$ 5,324,340	\$ 15,605,582	\$ 5,121,966

Expenditures	Actual to Date	Budget	Actual to Date
	FY '19-20	FY '20-21	FY '20-21
General Gov.-Governing Body	\$ 204,793	\$ 478,048	\$ 183,812
Non Departmental	404,568	932,054	355,158
Debt Service	568,124	920,953	643,764
Finance	39,199	133,015	39,825
Planning	142,721	366,642	117,737
Police	1,401,702	4,289,712	1,435,162
Fire	946,061	2,791,203	772,305
EMS	-	-	-
General Services/Public Works	226,867	582,141	237,235
Streets	167,967	863,111	171,373
Motor Pool/Garage	35,123	95,215	36,837
Powell Bill	22,249	274,315	17,361
Sanitation	464,981	1,410,260	456,262
Parks and Rec	658,616	908,280	269,945
SRAC	419,412	1,115,890	363,834
Sarah Yard Center	11,745	76,610	6,504
Contingency	-	368,133	-
Appropriations/Contributions	-	-	-
Total	\$ 5,714,128	\$ 15,605,582	\$ 5,107,114

YTD Fund Balance Increase (Decrease) - -

WATER AND SEWER FUND

Revenues	Actual to Date FY '19-20	Budget FY '20-21	Actual to Date FY '20-21
Water Charges	\$ 1,027,512	\$ 2,872,930	\$ 1,063,886
Water Sales (Wholesale)	675,664	\$ 1,800,000	548,730
Sewer Charges	1,628,825	4,370,000	1,735,952
Penalties	-	50,000	20,935
Tap Fees	4,450	4,500	14,010
Other Revenues (Includes Penalties for FY18-19)	63,652	39,400	75,712
Grants	500,000	-	-
Loan Proceeds	-	-	-
Fund Balance Appropriated	-	213,812	-
Total	<u>\$ 3,900,103</u>	<u>\$ 9,350,642</u>	<u>\$ 3,459,225</u>

Expenditures	Actual to Date FY '19-20	Budget FY '20-21	Actual to Date FY '20-21
Water Plant (Less Transfers)	\$ 725,483	\$ 2,059,102	\$ 811,188
Water Distribution/Sewer Coll (Less Transfers)	1,789,170	4,820,402	1,866,814
Transfer to General Fund	-	-	-
Transfer to W/S Capital Proj. Fund	-	1,500,000	-
Debt Service	348,149	611,133	305,566
Contingency	-	360,005	-
Total	<u>\$ 2,862,802</u>	<u>\$ 9,350,642</u>	<u>\$ 2,983,568</u>

ELECTRIC FUND

Revenues	Actual to Date FY '19-20	Budget FY '20-21	Actual to Date FY '20-21
Electric Sales	\$ 5,729,575	\$ 16,300,000	\$ 5,771,313
Penalties	54,327	100,000	36,036
All Other Revenues	87,794	164,000	93,577
Grants	-	-	-
Loan Proceeds	-	-	-
Fund Balance Appropriated	-	233,862	-
Total	<u>\$ 5,871,696</u>	<u>\$ 16,797,862</u>	<u>\$ 5,900,926</u>

Expenditures	Actual to Date FY '19-20	Budget FY '20-21	Actual to Date FY '20-21
Administration/Operations	\$ 900,303	\$ 2,689,692	\$ 1,014,583
Purchased Power - Non Demand	2,059,027	12,615,420	1,570,730

Purchased Power - Demand	2,953,468	-	2,878,962
Purchased Power - Debt	481,740	-	481,740
Debt Service	351,307	342,586	342,585
Capital Outlay	43,602	35,000	-
Contingency	-	331,664	-
Transfers to Electric Capital Proj Fund	-	695,000	-
Transfer to Electric Capital Reserve	-	-	-
Transfers to General Fund	-	88,500	-
Total	<u>\$ 6,789,447</u>	<u>\$ 16,797,862</u>	<u>\$ 6,288,600</u>

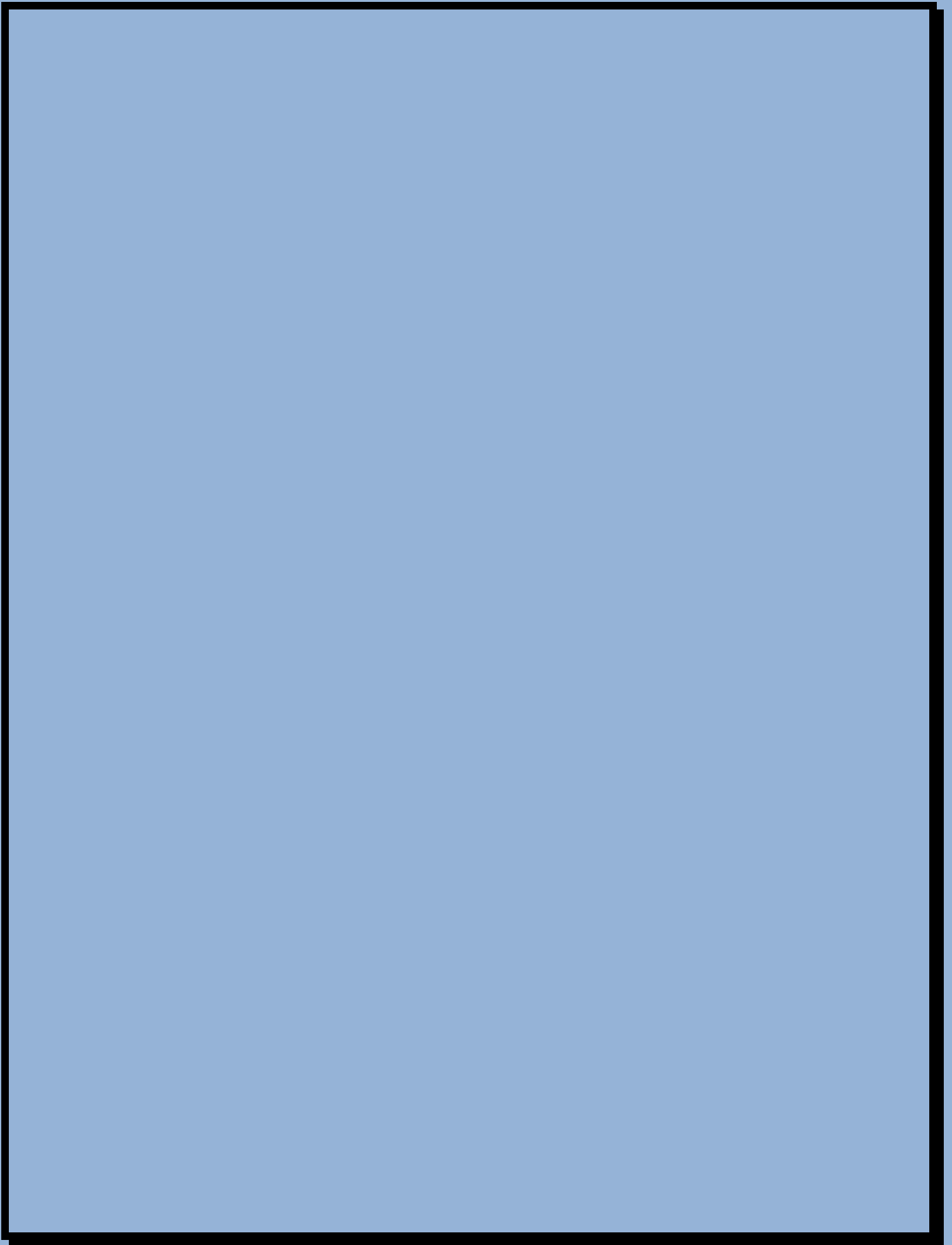
CASH AND INVESTMENTS FOR APRIL

General Fund (Includes P. Bill)	13,047,436		
Water and Sewer Fund	8,949,144		
Electric Fund*	10,266,367		
JB George Endowment (40)	134,897		
Water Plant Expansion (43)	2,517,298		
Booker Dairy Road Fund (44)	457,896		
Capital Project Fund: Wtr/Sewer (45)	611,639		
Capital Project Fund: General (46)	1,072,343		
Capital Project Fund: Electric (47)	496,314		
FEMA Acquisitions and Elevations (48)	550		
CDBG Neighborhood Revitalization (49)	(3,945)	1st CITIZENS	30,411,807
Firemen Relief Fund (50)	105,177	NCCMT	2,383,021
Fire District Fund (51)	127,623	KS BANK	3,703,785
General Capital Reserve Fund (72)	6,009	UNITED COMM	1,290,135
Total	<u>\$ 37,788,748</u>		<u>\$ 37,788,748</u>

*Plug

Account Balances Confirmed By Finance Director on 12/16/2020

Department Reports





Staff Report

Department Report: Monthly Economic Development Update

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.**

Attached is a list of mentionable activities for November/December 2020.

Action Requested

No action requested.

Smithfield Economic Development Implementation Activities NOV/DEC20

1. Product Development/New Company Recruitment – All relevant town departments, along with Chris Johnson, Chandra Farmer, a DOT representative, and others met with Brian Hall and other representatives from the Samet Corporation to have a more in-depth discussion, and get direction on next steps to move the development of the West Smithfield Industrial Park (WSIP), that was first discussed last month forward. As the first meeting, this one also had a twofold purpose: the first was to discuss the steps necessary to develop the WSIP and secondly, to discuss an active prospect that was considering locating a facility on a portion of the property.

Brian went through a list of questions regarding zoning, infrastructure availability, capacities, extensions, highway access, etc. The development of the property as an industrial park is a key element in the location of the prospect, that is, if the property is not developed as an industrial park, the project will go elsewhere. All questions were answered in such a manner that seemed positive to moving forward on the development of the WSIP. Next steps were identified and tentative dates/times for meetings with various departments and agencies were discussed.

The prospect, which is considering multiple locations, would construct a large facility on a correspondingly large tract of the property. Job creation and capital investment would be substantial. This is good news for the town, as when infrastructure is extended into the industrial park the property will be annexed into the town, providing large, impactful, benefits.

Samet was given assurances of support for both aspects that were discussed.

2. Residential Development – All relevant town departments along with Mayor Andy Moore and Councilman Travis Scott met with representatives of Keller and Keller who are proposing a multi-use development along Durwood Stephenson Parkway adjacent to US 70, north of the Walmart.

The project will include multi-, and single-family housing sections, along with commercial and, potentially light industrial areas. The property is adjacent to the former Wellons-Howell Certified Industrial Park. That property was discussed, and it was agreed that it being used for light industrial would complement the proposed development.

All aspects of the project were discussed, and the town pledged its support for moving it forward, going so far as to offer to take the lead in scheduling meetings with the county to discuss infrastructure needs. As with the meeting on the WSIP, the meeting ended positively. Town contacts were identified for follow-up and next steps.



FINANCE DEPARTMENTAL REPORT FOR NOVEMBER, 2020

SUMMARY OF ACTIVITIES FOR MAJOR FUNDS (10,30,31):

Daily Collections/Property Taxes/Other.....	\$ 3,562,619
Franchise Tax.....	0
Sales & Use Tax.....	231,319
Powel Bill.....	0
Total Revenue	\$ 3,793,938

Expenditures: General, Water, and Electric.....\$ 2,708,810

FINANCE:

- Compiled and submitted monthly retirement report on 11/27/2020
- Issued 44 purchase orders
- Processed 557 vendor invoices for payment and issued 320 accounts payable checks
- Prepared and processed 2 regular payrolls and remitted federal and state payroll taxes on 11/13 and 11/25/2020
- Issued 0 renewal privilege licenses for beer and wine sales.
- Sent 0 past due notices for delinquent privilege license
- Issued 0 peddler license
- Sent 0 notices for grass cutting
- Collected \$0 in grass cutting invoices. Total collected to date is \$8,436
- Processed 11 NSF Checks/Fraudulent Cards (Utility and SRAC)
- Bad debt calendar year-to-date collections total \$30,237.22 (EMS = \$6,733.77; SRAC = \$5,600.67; Utility= \$17,902.78; and Other = \$0).
- Invoiced 2 grave opening for a total of \$1,400
- Invoiced Johnston Community College for Police Security
- Earned \$1,223.75 in interest from FCB and paid 0 in fees on the central depository account
- Paid \$7,657.83 in credit/debit/Tyler card fees, but earned \$7,332.75 (31-72-3550-3520-0002) in convenience fees (Reporting month charged/earned, not month paid)

FINANCE DIRECTOR

- Attended Town Council Meeting on November 10, 2020
- Attended Department Head Meetings on November 9 and 17, 2020
- Installed and Trained Collection Clerks on New Credit Card Processing Terminals
- Paid Electric Utility Sales Tax to State on November 11, 2020
- Meet with KS Bank on Central Checking Account Options. They are not able to compete with FCB
- Prepared and submitted Powell Bill Fiscal Data Report on November 20,2020
- Back Billed Speedway Mart 3 Years Electric Service for \$56,714
- Back Billed Johnston County Housing Authority 3 Years Electric Service of \$84,172
- Back Billed Rue21 3 Years Electric Service of \$9,815.40
- Converted Approximately 30 In-House Credit Card Draft Accounts to Tyler Insite



Planning Department Development Report

Wednesday, December 16, 2020

Project Name: Samet Corporation

Request: Rezone 258.52 acres for Industrial Park

Location US Hwy 70 Bus

Tax ID#: PIN#:

Project Status In First Review

Notes: PB reccomends approval

Map Amendment 2020-09

Submittal Date: 11/6/2020

Planning Board Review: 12/3/2020

Board of Adjustment Review:

Town Council Hearing Date: 1/5/2021

Approval Date:

Project Name: Town of Smithfield

Request: Amends Articles 2, 8, 9, 10, and Appendix A

Location

Tax ID#: PIN#:

Project Status In First Review

Notes: PB requested 30 days to further study changes

Text Amendment 2020-03

Submittal Date: 11/5/2020

Planning Board Review: 12/3/2020

Board of Adjustment Review:

Town Council Hearing Date: 1/5/2021

Approval Date:

Project Name: Keener Lumber Stormwater Pond

Request: Stormwater Pond

Location 1209 West Market Street

Tax ID#: 15077022A **PIN#:** 168412-96-2134

Project Status First Review Complete

Notes: Awaiting revised plans

Site Plan 2020-10

Submittal Date: 10/6/2020

Planning Board Review:

Board of Adjustment Review:

Town Council Hearing Date:

Approval Date:

Project Name: Capital Hydraulic Components

Request: Contractor Office with Outdoor Storage Yard

Location 228 Airport Industri Drive

Tax ID#: 15J08017J **PIN#:** 168509-05-3202

Project Status Second Review Complete

Notes: Approved but project abandoned by proposed owner

Site Plan 2020-11

Submittal Date: 10/6/2020

Planning Board Review:

Board of Adjustment Review:

Town Council Hearing Date:

Approval Date: 12/15/2020

Project Name: **East River PUD**
 Request: PUD Revisions and Preliminary Plat Approval
 Location Buffalo Road
 Tax ID#: 14075013 PIN#: 169520-80-3415
 Project Status Scheduled for Public Hearing
 Notes: PB Recommended Approval / Construction drawings in review

Map Amendment 2020-07	
Submittal Date:	10/2/2020
Planning Board Review:	11/5/2020
Board of Adjustment Review:	
Town Council Hearing Date:	12/1/2020
Approval Date:	12/1/2020

Project Name: **JoCo Detension Facility**
 Request: Variance from sidewalk requirements
 Location 1071 Yelverton Grov Road
 Tax ID#: 15L11011 PIN#: 260300-67-5886
 Project Status In First Review
 Notes: Tabled to some unnamed future date.

BOA 2020-07	
Submittal Date:	10/1/2020
Planning Board Review:	
Board of Adjustment Review:	11/18/2020
Town Council Hearing Date:	
Approval Date:	

Project Name: **Town of Smithfield**
 Request: Amends Articles 3, 4, 5, 6 and 7
 Location
 Tax ID#: PIN:
 Project Status In First Review
 Notes: PB recommended approval with conditions for public hearings

Text Amendment 2020-03	
Submittal Date:	9/4/2020
Planning Board Review:	10/1/2020
Board of Adjustment Review:	
Town Council Hearing Date:	11/10/2020
Approval Date:	

Project Name: **Johnston Health Services**
 Request: 5,370 Sq ft addition to Hospital Complex
 Location 512 North Brightleaf Boulevard
 Tax ID#: 15010058 PIN#: 169416-82-0969
 Project Status
 Notes: Construction no yet begun

Site Plan 0202-09	
Submittal Date:	8/24/2020
Planning Board Review:	
Board of Adjustment Review:	
Town Council Hearing Date:	
Approval Date:	9/4/2020

Project Name: **Ambit Plumbing**
 Request: Contractor with outdoor storage
 Location 100 Rock Pillar Road
 Tax ID#: 5J08017E PIN#: 167500-94-9799
 Project Status **Approved**
 Notes: Under Construction

Site Plan 2020-08
Submittal Date: 8/11/2020
Planning Board Review:
Board of Adjustment Review:
Town Council Hearing Date:
Approval Date: 10/16/2020

Project Name: **Daycare Center**
 Request: Daycare Center @ existing place of worship
 Location 720 Second Avenue
 Tax ID#: 15066010 PIN#: 169311-57-2189
 Project Status **First Review Complete**
 Notes: Construction no yet begun

Special Use 2020-09
Submittal Date: 7/3/2020
Planning Board Review:
Board of Adjustment Review:
Town Council Hearing Date: 9/1/2020
Approval Date: 9/1/2020

Project Name: **Twin Oaks Subdivision**
 Request: 20 lot subdivision
 Location Will Drive
 Tax ID#: 15J11008M PIN#: 260300-46-0287
 Project Status **Approved**
 Notes: Construction plans not yet approved

Subdivision 2020-02
Submittal Date: 6/5/2020
Planning Board Review: 7/9/2020
Board of Adjustment Review:
Town Council Hearing Date:
Approval Date: 8/4/2020

Project Name: **Smithfield Living Facility**
 Request: 83 Unit Assisted Living Facility
 Location Kellie Drive
 Tax ID#: 14075022D PIN#: 260405-09-8645
 Project Status **In third Review**
 Notes: Approval Eminent

Site Plan 2020-07
Submittal Date: 6/5/2020
Planning Board Review:
Board of Adjustment Review:
Town Council Hearing Date:
Approval Date: 9/10/2020

Project Name: **JCC Engineering Building**
Request: 46,365 square foot educational facility
Location 245 College Road
Tax ID#: 15K10199F PIN#: 159308-87-5887
Project Status **Approved**

Notes: Construction no yet begun

Site Plan 2020-06	
Submittal Date:	5/19/2020
Planning Board Review:	
Board of Adjustment Review:	
Town Council Hearing Date:	
Approval Date:	8/24/2020

Project Name: **Tru Hotel**
Request: 4 Story Hotel
Location 167 South Equity Drive
Tax ID#: 15008046c PIN#: 260417-10-4438
Project Status **Approved**

Notes: Under Construction

Site Plan 2020-04	
Submittal Date:	4/29/2020
Planning Board Review:	
Board of Adjustment Review:	
Town Council Hearing Date:	
Approval Date:	6/1/2020

Project Name: **Johnston County Detention Center**
Request: Site Plan Approval
Location 1071 Yelverton Grov Road
Tax ID#: 15L11011 PIN#: 260300-67-6920
Project Status **Approved**

Notes: Under Construction

Site Plan 2020-02	
Submittal Date:	2/7/2020
Planning Board Review:	
Board of Adjustment Review:	
Town Council Hearing Date:	
Approval Date:	7/14/2020

Project Name: **East River Phase II**
Request: 32 lot division / Construction Plan Review
Location Buffalo Road
Tax ID#: 14075013 PIN#: 169520-80-3415
Project Status **Approved**

Notes: Under Construction

Subdivision 2018-01	
Submittal Date:	1/29/2020
Planning Board Review:	
Board of Adjustment Review:	
Town Council Hearing Date:	
Approval Date:	4/20/2020

Project Name: **Johnston Animal Hospital**
Request: Free Standing Facility
Location 826 North Brightleaf Boulevard
Tax ID#: 15005038 PIN#: 260413-02-5950
Project Status **Approved**
Notes: Under Construction

Site Plan 2020-01	
Submittal Date:	1/7/2020
Planning Board Review:	
Board of Adjustment Review:	
Town Council Hearing Date:	
Approval Date:	6/24/2020

Project Name: **Johnston Regional Airport FBO**
Request: FBO Hanger Addition
Location 3149 Swift Creek Road
Tax ID#: 15079017D PIN#: 168500-12-1015
Project Status **Approved**
Notes: Under Construction

Site Plan 2019-04	
Submittal Date:	5/22/2019
Planning Board Review:	
Board of Adjustment Review:	
Town Council Hearing Date:	
Approval Date:	8/22/2019

Project Name: **Kamdon Ranch**
Request: 110 Lot Division
Location Swift Creek Road
Tax ID#: 15108020 PIN#: 167400-55-9495
Project Status **Approved**
Notes: Under Construction

Subdivision 2019-02	
Submittal Date:	4/5/2019
Planning Board Review:	
Board of Adjustment Review:	
Town Council Hearing Date:	
Approval Date:	6/27/2019

Project Name: **East River Phase 1**
Request: 40 lot division
Location 1899 Buffalo Road
Tax ID#: 14075013 PIN#: 169520-80-0490
Project Status **Approved**
Notes: Built Out

Subdivision 2018-01	
Submittal Date:	7/9/2018
Planning Board Review:	
Board of Adjustment Review:	
Town Council Hearing Date:	
Approval Date:	2/12/2019

Project Name: **Tires and Wheels**

Request: Auto Repair

Location 2134 South Brightleaf Boulevard

Tax ID#: 15A61047D PIN#: 168320-91-1779

Project Status **Approved**

Notes: Under Construction

Site Plan 2017-09

Submittal Date: 8/8/2017

Planning Board Review:

Board of Adjustment Review:

Town Council Hearing Date:

Approval Date: 3/8/2018



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

Permit Issued for November 2020

		Permit Fees	Permits Issued
Zoning	Land Use	1,300.00	13
Site	Minor Site Plan	\$250.00	7
Zoning	Sign	\$150.00	3
Report Period Total:		\$1,700.00	23
Fiscal YTD Total:		\$8,225.00	118

Z20-000174	Zoning	Land Use	Spanky's Christmas Trees	404 N Brightleaf Blvd
Z20-000167	Zoning	Land Use	US Cellular	2432 Packing Plant Rd
Z20-000177	Zoning	Land Use	Mr. Smoke and Vape LLC	1547 E Market St
Z20-000178	Zoning	Sign	Mr. Smoke and Vape LLC	1547 E Market St
SP20-000086	Site Plan	Minor Site Plan	Fire suppression system	1685 S Brightleaf Blvd
Z20-000163	Zoning	Land Use	Koonce Wooten & Haywood LLP CPA	212 E Church St
Z20-000164	Zoning	Land Use	Venero's Pizzeria	519 Outlet Center Dr
Z20-000165	Zoning	Land Use	Cattail Q	484 W Market St
SP20-000081	Site Plan	Minor Site Plan	Single Family Dwelling	313 Birch St
Z20-000166	Zoning	Land Use	ARK Auto Part	711 E Rose St
SP20-000082	Site Plan	Minor Site Plan	Single Family Dwelling	1862 Wilson's Mills Rd
SP20-000083	Site Plan	Minor Site Plan	Single Family Dwelling	440 Quail Rd
SP20-000084	Site Plan	Minor Site Plan	Single Family Dwelling	460 Quail Rd
SP20-000085	Site Plan	Minor Site Plan	Single Family Dwelling	480 Quail Rd
Z20-000168	Zoning	Land Use	DM Wraps and Customs	506 E Market St
Z20-000169	Zoning	Land Use	BWM Electrical Services	502 E Market St
Z20-000170	Zoning	Land Use	The Southern Bostonian	109 S Third St
Z20-000171	Zoning	Land Use	Carolina Therapy Services, Inc.	1650 E Booker Dairy Rd
SP20-000087	Site Plan	Minor Site Plan	Single Family Dwelling Addition	922 Chestnut Dr
Z20-000172	Zoning	Sign	Lids Wall sign	1025 Outlet Center Dr
Z20-000173	Zoning	Land Use	Hickory Farms	1025 Outlet Center Dr
Z20-000175	Zoning	Sign	Hickory Farms	1025 Outlet Center Dr
Z20-000176	Zoning	Land Use	JoCo Hot Dog Palace	484 W Market St



**TOWN OF SMITHFIELD
POLICE DEPARTMENT
MONTHLY REPORT
MONTH ENDING November 30, 2020**

I. STATISTICAL SECTION

Month Ending Nov. 30,2020	Nov-2020	Nov-19	Total 2020	Total 2019	YTD Difference
Calls for Service	1,659	1,622	16,826	18,114	-1288
Incident Reports Completed	108	128	1,312	1,524	-212
Cases Closed	70	90	932	1,074	-142
Accident Reports	65	92	663	828	-165
Arrest Reports	66	92	836	1,012	-176
Burglaries Reported	7	5	58	60	-2
Drug Charges	14	17	288	317	-29
DWI Charges	3	8	61	77	-16
Citations Issued	117	128	1,457	1,637	-180
Speeding	35	16	400	301	99
No Operator License	23	22	281	373	-92
Registration Violations	7	27	151	195	-44

II. PERSONNEL UPDATE

The police department is currently short 5 positions with (2) two additional positions added for the traffic team. Currently we have two backgrounds in progress, and they are slated to graduate BLET in December. One other background is being completed on a candidate with experience. The department is currently looking at sending two candidates to BLET in January.

III. MISCELLANEOUS

Mandatory in-service training was continued in November. All the department firearms certifications have been completed for the year. The police department continues to assist with Birthday Parades. Community events have been limited again this month due to COVID-19. Police Department assisted with traffic control during this years fireworks celebration on Veterans Day.

REPORTED UCR OFFENSES FOR THE MONTH OF NOVEMBER 2020

PART I CRIMES	November 2019	November 2020	+/-	Percent Changed	Year-To-Date 2019	Year-To-Date 2020	+/-	Percent Changed
MURDER	0	0	0	N.C.	2	0	-2	-100%
RAPE	0	0	0	N.C.	2	1	-1	-50%
ROBBERY	4	3	-1	-25%	11	13	2	18%
Commercial	3	1	-2	-67%	5	3	-2	-40%
Individual	1	2	1	100%	6	10	4	67%
ASSAULT	1	6	5	500%	42	46	4	10%
* VIOLENT *	5	9	4	80%	57	60	3	5%
BURGLARY	4	7	3	75%	54	56	2	4%
Residential	1	4	3	300%	34	30	-4	-12%
Non-Resident.	3	3	0	0%	20	26	6	30%
LARCENY	43	27	-16	-37%	338	364	26	8%
AUTO THEFT	1	5	4	400%	12	17	5	42%
ARSON	0	0	0	N.C.	0	5	5	N.C.
* PROPERTY *	48	39	-9	-19%	404	442	38	9%
PART I TOTAL:	53	48	-5	-9%	461	502	41	9%
PART II CRIMES								
Drug	16	13	-3	-19%	259	217	-42	-16%
Assault Simple	7	8	1	14%	68	71	3	4%
Forgery/Counterfeit	0	0	0	N.C.	26	28	2	8%
Fraud	5	7	2	40%	75	66	-9	-12%
Embezzlement	0	0	0	N.C.	1	10	9	900%
Stolen Property	2	0	-2	-100%	11	6	-5	-45%
Vandalism	2	5	3	150%	58	59	1	2%
Weapons	0	1	1	N.C.	4	9	5	125%
Prostitution	0	0	0	N.C.	0	0	0	N.C.
All Other Sex Offens	0	1	1	N.C.	1	7	6	600%
Gambling	0	0	0	N.C.	0	0	0	N.C.
Offn Agnst Faml/Chld	1	1	0	0%	6	8	2	33%
D. W. I.	9	3	-6	-67%	83	62	-21	-25%
Liquor Law Violation	0	0	0	N.C.	7	8	1	14%
Disorderly Conduct	0	0	0	N.C.	17	1	-16	-94%
Obscenity	0	0	0	N.C.	1	0	-1	-100%
Kidnap	0	0	0	N.C.	4	0	-4	-100%
Human Trafficking	0	0	0	N.C.	0	0	0	N.C.
All Other Offenses	24	15	-9	-38%	332	231	-101	-30%
PART II TOTAL:	66	54	-12	-18%	953	783	-170	-18%
GRAND TOTAL:	119	102	-17	-14%	1414	1285	-129	-9%

N.C. = Not Calculable



**Town of Smithfield
Fire Department
November 2020**

I. Statistical Section

Responded to	2020 Nov	Nov IN	Nov OUT	2019 Nov	2020 IN	2020 OUT	2020 YTD	2019 YTD
Total Structure Fires Dispatched	8	5	0	6	38	54	95	101
Confirmed Structure Fires (Our District)	1	1	0	0	18	0	18	24
Confirmed Structure Fires (Other Districts)	2	0	2	4	0	28	28	38
EMS/Rescue Calls	119	108	11	130	960	78	1038	1367
Vehicle Fires	1	1	0	1	8	5	13	10
Motor Vehicle Accidents	21	15	6	24	145	27	172	207
Fire Alarms (Actual)	7	7	0	12	55	3	58	99
Fire Alarms (False)	20	20	0	7	141	4	145	148
Misc./Other Calls	32	28	4	22	245	51	296	313
Mutual Aid (Received)	4	0	0	1	0	0	40	40
Mutual Aid (Given)	3	0	0	5	0	0	103	80
Overlapping Calls (Calls at the same time)	53	0	0	19	0	0	346	453
TOTAL EMERGENCY RESPONSES	203	180	23	200	1572	196	1768	2206

* 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**).

	Nov	YTD
Fire Inspections/Compliance Inspections	13	233
Public Fire Education Programs	0	1
Children in Attendance	0	2
Adults in Attendance	0	2
Plans Review Construction/Renovation Projects	7	69
Fire Code Citations	0	0
Fire Lane Citations	0	0
Consultation/Walk Through	1	57
Re-Inspections	13	97

II. Major Revenues

	Nov	YTD
Inspections	\$250.00	\$7,525.00
False Alarms	\$0.00	\$1,700.00
Fire Recovery USA	\$0.00	\$1,388.00
EMS Debt Setoff	\$0.00	\$5,833.09

Major Expenses for the Month:

III. Personnel Update:

IV. Narrative of monthly departmental activities:

- Due to COVID-19 all special events were cancelled.
- We held several Birthday ride-by celebrations for members of the community.

**Town of Smithfield
Public Works Department
Nov. 30, 2020**



162 Total Work Orders completed by the Public Works Department

8 Burials, at \$700.00 each = \$5,600.00

1 Cremation Burial, \$400.00 each = \$400.00

\$ 0 Sunset Cemetery Lot Sales

\$ 0 Riverside Extension Cemetery Lot Sales

426.73 tons of household waste collected

66 tons of yard waste collected

1.87 tons of recycling collected

0 gallons of used motor oil were recycled

0 scrap tires were recycled

Appearance Commission November 2020 Monthly Report:

Commission meeting.

- Remove old Smithfield sign off vacant lot near BP gas station on 301 South.
- Have dirt tested for planting trees downtown.
- Call Lanny about the Tokyo Tower Trees
- Replace all missing trees with Tokyo Tower tree

Next Appearance Commission meeting will be on Jan 19th 2021 at 5:00pm in Town Hall.

Town of Smithfield
Public Works Appearance Division
Cemetery, Landscapes, and Grounds Maintenance
Buildings, Facilities, and Sign Division
Monthly Report
Nov. 30, 2020



I. Statistical Section

- 8 Burials
- 8 Works Orders – Buildings & Facilities Division
- 76 Work Orders – Grounds Division
- 13 Work Orders – Sign Division

II. Major Revenues

Sunset Cemetery Lot Sales:	\$0
Riverside Ext Cemetery Lot Sales:	\$0
Grave Opening Fees:	\$6,000.00
Total Revenue:	\$6,000.00

III. Major Expenses for the Month:

Paid "It's Gotta Go Tree Service" \$6,500.00 for removal of 4 rotten trees.

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 "Workplace Safety for Overhead Power Lines". Appearance and drainage hung Christmas tree, angels and garland in preparation for Christmas lighting 12/3/2020

**Town of Smithfield
Public Works Drainage/Street Division
Monthly Report
November 30, 2020**



I. Statistical Section

- a. All catch basins in problem areas were cleaned on a weekly basis
- b. 2 Work Orders – 11.07 Tons of Asphalt was placed in 2 root damaged areas.
- c. 2 Work Orders – 200' Linear Feet of ditches were cleaned
- d. 17 Work Orders – 1,380 lbs. of Cold Patch were used for 39 Potholes.

II. Major Revenues

None for the month

III. Major Expenses for the Month:

Paid Argos USA, LLC \$990.50 for materials to repair three sinkholes. Paid NC Dept. of Public Safety \$1,378.50 for U-Channel Post and Stop Signs. Paid Public Works Equip. & Supply, Inc. \$1,834.75 for repairs to the Drainage Jet Truck. Paid David Hinton Construction Co. \$6,700 for sidewalk, curb, gutter and driveway apron concrete repairs. Paid ST Wooten \$715.56 for asphalt to repair 2 root damaged areas.

IV. Personnel Update:

None for the month

V. Narrative of monthly departmental activities:

The Public Works Department safety meeting was on "Workplace Safety for Overhead Power Lines".

**Town of Smithfield
Public Works Department
Nov. 2020 Drainage Report**

Location: Outlet Center Dr. (Cracker Barrell to Venture Dr.), Johnston St. & 7th St., 5th St Community Gardens, Cherry St. & Maple St., Old Goldsboro Rd., Dogwood & Oak St., 405 N. Fifth St., 5th & Lee St., 6th St. & Caswell St., Sunset Dr. & Meadowbrook Dr., 7th St. and Lee St., S. 3rd St. near Brogden Rd, Henley Pl. (Cul-de-sac), Buffalo Rd. & North St., 1051 Outlet Ctr, Dr., Outlet Center Drive, N. Equity Dr. (Near Perfect 10 Nails)

Starting Date: 11/2/2020
Completion Date: 11/23/2020
Description: Filled 39 Potholes
Man-hours: 4.17 hrs.
Equipment: Truck #402
Materials: 23 bags of Perma Patch

Location: 535 Martin Luther King Jr. Blvd., Blount St., 607 E. Johnston St., and 522 S. 5th St.

Starting Date: 11/2/2020.
Completion Date: 11/5/2020
Description: Backfilling utility cuts
Man-hours: 1.08 hrs.
Equipment: Backhoe Unit # 411
Materials: Three 5-gallon buckets of screening, and ¼ backhoe bucket of screenings.

Location: 2nd St. beside the Jo Co Courthouse, Market & 3rd St., North 3rd St.

Starting Date: 11/2/2020
Completion Date: 11/3/2020
Description: 3 banners torn down were replaced
Man-hours: .67 hrs.
Equipment: Truck # 402
Materials: Six 5" clamps

Location: 11th St. & North St., Strickland Drive, Vermont and Parker intersection, 4th and Bridge Street.

Starting Date: 11/2/2020
Completion Date: 11/16/2020
Description: Erect back torn down Stop signs and install No Thru Truck sign
Man-hours: 1.50
Equipment: Sign truck # 402
Materials: (1) 8"U- channel pole,(1) No Thru Truck, 2 of each nuts, washers and bolts.
(1) 10ft. U-channel pole, (2) 30x30 Stop sign, (4) bolts, washers, and nuts

Location: All Town Bldg. & Facilities

Starting Date: 11/2/2020
Completion Date: 11/16/2020
Description: Lower Flags per Governor Cooper
Man-hours: 6.83 man hrs.
Equipment: Truck # 905/2020
Materials: n/a

**Town of Smithfield
Public Works Department
Nov. 2020 Drainage Report**

Location: N. 6th Street between Hancock St. and Caswell St, Harris St. between MLK Jr. Dr. and Collier St.
Starting Date: 11/3/2020
Completion Date: 11/4/2020
Description: Cut out three root damaged areas and replaced 2 areas with asphalt
Man-hours: 18.33
Equipment: Trucks 402, 408, 312 and unit # 411 Backhoe
Materials: 11.07 Tons of asphalt

Location: 6th St. & Lee St.
Starting Date: 11/6/2020
Completion Date: 11/6/2020
Description: Blind corner was cut back for better visibility.
Man-Hours: .25 man hrs.
Equipment: 402
Materials: Loppers

Location: Old Goldsboro Rd. and Pine St.
Starting Date: 11/10/2020
Completion Date: 11/10/2020
Description: Repaired 2 sink holes
Man-hours: .50
Equipment: 402, unit #410 Backhoe
Materials: Bucket of topsoil and fill in sinkhole

Location: 403 McCullers St.
Starting Date: 11/10/2020
Completion Date: 11/10/2020
Description: Removed 24 ft of driveway pipe and moved it over to align with new garage
Man-hours: 5 hrs.
Equipment: 402 and 410 Backhoe
Materials: Topsoil and used existing driveway pipe
Location: 9 British Court, 405- 409 Ash St., 110 Wilsons Mills Rd., 420 Collier, 4th St. from E. Johnston St. to Market St., 1st St. and Holding St., 12 Randers Ct, North St, 5th St. near Police Department and Venture Dr, Bradford St. & Edgecombe Ct., 301 N. 4th St., 214 W. Stevens St., Woodall St. from Church St. to 5th, 12th St., 107 Plaza Pl., 203 Hillcrest Dr., 309 A Caswell St., 9 Noble St., 313 Wilson St., Dead end of Wilson St., S. 2nd St. & Stevens St., S. 5th St. Brightleaf Blvd & 6th St. Brightleaf Bld., South Smithfield from Holts Lake to Wilson St. to E. Stevens St., 512 N. 4th St., 1200 Blk of S. Vermont St., 200 Blk of W. Holding St., 1319 N. Brightleaf Blvd., 607 Riverbirch Ct. & 605 Riverbirch, E. Market St., Hood St. & Crescent Dr., Pine Acers, Belmont & East Smithfield, West St. & South, West St. & Midway St., South 5th St. & East Church St.

Starting Date: 11/12/2020
Completion Date: 11/16/2020
Description: Rain event / Storm runoff drainage
Man-hours: 30.08 man hrs.
Equipment: Truck #'s 402, 900, 905 & Dump Trailer, 311, 315, 602, 300, Backhoe # 411
Materials: Traffic Cones and barriers

**Town of Smithfield
Public Works Department
Nov. 2020 Drainage Report**

Location: 308 W. Wilson St.
Starting Date: 11/16/2020
Completion Date: 11/18/2020
Description: Rain event - stopped up drains -- repaired rutted out yard
Man Hrs.: 2.5 man hrs.
Equipment: Truck # 412 and Backhoe #412
Materials: One backhoe bucket of topsoil

Location: Hood St. & Crescent Dr.
Starting Date: 11/12/2020
Completion Date: 11/13/2020
Description: Sinkhole Repair
Man-hours: 1 hr.
Equipment: Truck # 402
Materials 2 yds of concrete

Location: 8 Edgecomb Ct.
Starting Date: 11/16/2020
Completion Date: 11/17/2020
Description: Sinkhole
Man-hours: 1 hr.
Equipment: Truck # 402
Materials: One 80-lb bag of concrete, Five 5-gallon buckets of topsoil

Location: 508 W. Hood St.
Starting Date: 11/17/2020
Completion Date: 11/18/2020
Description: Sinkhole
Man-hours: 2.25 man hrs.
Equipment: Truck # 412
Materials: 2 yds of concrete

Location: Bob Wallace's Kidde Park
Starting Date: 11/16/2020
Completion Date: 11/18/2020
Description: Repaired the wash out at the Oak Tree
Man-hours: 1.5 man hrs.
Equipment: Four backhoe buckets of 57 Stone
Materials: Truck # 412 and Backhoe #411

Location: 512 North Fourth Street, 401 Powell St.
Starting Date: 11/16/2020
Completion Date: 11/24/2020
Description: 200 ft of ditch cleaned
Man-hours: 8.33 man hrs.
Equipment: 312, 408 and unit 411 Backhoe
Materials: N/A

**Town of Smithfield
Public Works Department
Nov. 2020 Drainage Report**

Location: 104 Underwood Ave.
Starting Date: 11/16/2020
Completion Date: 11/17/2020
Description: Repaired sinkhole beside of the driveway near a drainage pipe
Man-hours: .5 man hrs.
Equipment: Truck #402
Materials: One 80-lb bag of concrete, Two 5-gallon buckets of field dirt

Location: Town Hall
Starting Date: 11/16/2020
Completion Date: 11/30/2020
Description: Fix drop box
Man-hours: .92 hrs.
Equipment: Truck #'s 402,602
Materials: 4 washers

Location: 217 Meadowbrook Dr.
Starting Date: 11/18/2020
Completion Date: 11/18/2020
Description: Repaired wash out at catch basin
Man-hours: 1.5 man hrs.
Equipment: 412 and Backhoe #411
Materials: Two backhoe buckets of topsoil

Location: 103 Hill St.
Starting Date: 11/24/2020
Completion Date: 11/25/2020
Description: Repaired hole in the catch basin and a wash out in the cross line
Man-hours: 1.5 man hrs.
Equipment: Truck # 402
Materials: One Backhoe bucket of Rip Rap, and one 80-lb bag of concrete

Location: Downtown, Welcome signs from West Smithfield to East Smithfield
Starting Date: 11/24/2020
Completion Date: 11/30/2020
Description: Put up Christmas Tree in West Smithfield, removed American Flags in the Downtown and put up the Christmas banners, put up the Angels and Snowflakes from West Smithfield to East Smithfield
Man-hours: 34.5 man hrs.
Equipment: Truck #'s 905, 402
Materials: Christmas Tree, Banners, Angels and Garland

Location: 231 Hospital Rd. (Convenience Center Yard)
Starting Date: 11/24/2020
Completion Date: 11/24/2020
Description: Fill in potholes and rework gate entrance on the yard
Man-hours: .25 man hrs.
Equipment: Backhoe #411
Materials: Screenings

**Town of Smithfield
Public Works Department
Nov. 2020 Drainage Report**

Location: Component Dr. Outlet Center Dr.
Starting Date: 11/25/2020
Completion Date: 11/30/2020
Description: Traffic control requested for Black Friday Sales
Man-hours: 4.5 man hrs.
Equipment: Truck #402 and trailer, Truck #'s 300 & 905/2020
Materials: Traffic cones, barrels and road closed signs

Location: Futrellway
Starting Date: 11/30/2020
Completion Date: 11/30/2020
Description: Assist Police with traffic cones for the COVID-19 testing site
Man-hours: 1 man hr.
Equipment: Truck # 300 and # 905
Materials: 20 traffic cones

Water/Sewer Street Cut List

Date:	Address:	Size:	Emailed to PW on:	Completed
09/23/20	6 British Ct.	5x6	09/25/20	11/16/20
09/29/20	26 Brookwood Dr.	9x6	10/09/20	11/17/20
09/30/20	200 Hill St.	12x12	10/09/20	11/17/20
09/30/20	607 E. Johnston St.	9x13	10/09/20	11/17/20
10/08/20	535 Martin Luther King Jr. Blvd. / has a valve	6x20	10/09/20	11/17/20
10/13/20	817 S. Brightleaf Blvd, Ste. A	4x5	10/15/20	11/16/20
1/16/2018 - Old cut that was never patched	1025 Industrial Park Dr./Outlet Center - behind Unit #860 - near back of Loft & Under Armour Stores	4x8	10/29/20	11/10/20
10/20/20	1025 Industrial Park Dr./Outlet Center - near Polo Store	10x10	10/29/20	11/10/20
10/19/20	113 W. Langdon Ave.	6x18	10/29/20	11/10/20
10/20/20	316 Rosewood Dr.	6x14	10/29/20	11/16/20
10/23/20	701 Blount St.	4x6	10/29/20	11/16/20
10/23/20	522 S. 5th St.	6x7	10/29/20	11/16/20
10/26/20	15 British Ct.	6x7	10/29/20	11/16/20
10/19/20	109-A&B W. Landgon Ave.	6x17	11/06/20	11/10/20
11/03/20	806 North St.	7x7	11/06/20	11/17/20
11/03/20	304 N. 5th St.	4x6	11/06/20	11/16/20

Repairs completed by Poole Paving - Nov. 2020

**Town of Smithfield
Public Works Fleet Maintenance Division
Monthly Report
Nov. 30, 2020**



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:

None for the month

V. Narrative of monthly departmental activities:

The Public Works Department safety meeting was on "Workplace Safety for Overhead Power Lines".



MONTHLY REPORT FOR NOVEMBER, 2020

PROGRAMS STATISTICS	November, 2020		November, 2019	
NUMBER OF PROGRAMS	6		9	
TOTAL ATHLETICS PARTICIPANTS	120		323	
TOTAL NON/ATHLETIC PARTICIPANTS	33		440	
NUMBER OF GAMES PLAYED	4		0	
TOTAL NUMBER OF PLAYERS (GAMES)	170		0	
NUMBER OF PRACTICES	0		17	
TOTAL NUMBER OF PLAYER(S) PRACTICES	0		174	
SARAH YARD CENTER VISITS	163		270	
	November, 2020	20/21 FY YTD	November, 2019	19/20 FY YTD
PARKS RENTALS	17	114	21	145
USERS (PARKS RENTALS)	300	2163	617	7651
TOTAL UNIQUE CONTACTS	1,384		1,384	
	November, 2020	20/21 FY YTD	November, 2019	19/20 FY YTD
FINANCIAL STATISTICS				
PARKS AND RECREATION REVENUES	\$ 48,963.37	\$ 269,945.45	\$ 3,943.00	\$ 37,981.00
PARKS AND RECREATION EXPENDITURES (OPERATIONS)	\$ 48,963.37	\$ 269,945.45	\$ 67,370.00	\$ 303,454.00
PARKS AND RECREATION EXPENDITURES (CAPITAL OUTLAY EQUIP)	\$ -	\$ -	\$ 1,441.00	\$ 108,952.00
SARAH YARD CENTER EXPENDITURES	\$ 552.53	\$ 6,503.53	\$ 1,441.00	\$ 11,745.00
NOTES:				

HIGHLIGHTS:

Completed Tennis Ladder with 15 participants

Swimsgiving Program

Anywhere Virtual Scavenger Hunt



SRAC MONTHLY REPORT FOR NOVEMBER, 2020

PROGRAMS STATISTICS	November, 2020		November, 2019	
NUMBER OF PROGRAMS	9		23	
TOTAL CONTACT WITH PROGRAM PARTICIPANTS	2933		4192	
	November, 2020	20/21 FY YTD	November, 2019	19/20 FY YTD
SRAC MEMBER VISITS	1772	6261	2902	18353
DAY PASSES	0	0	350	4805
RENTALS (SRAC)	6	7	111	292
USERS (SRAC RENTALS)	155	220	5084	15409
TOTAL UNIQUE CONTACTS	4,860		12,528	
	November, 2020	20/21 FY YTD	November, 2019	19/20 FY YTD
SRAC REVENUES	\$ 19,401.53	\$ 43,009.49	\$ 48,816.00	\$ 282,266.00
SRAC EXPENDITURES	\$ 61,118.54	\$ 267,698.00	\$ 79,083.00	\$ 419,411.00
SRAC APITAL OUTLAY	\$ 96,136.00	\$ 96,136.00	-	-
SRAC MEMBERSHIPS	1890		2165	

NOTES: HIGH SCHOOL SWIM TEAM(S) PRACTICES
 POTTERY (WHEEL) CLASS
 HOSTED LIFI



- **Statistical Section**

- Electric CP Demand 19,611 Kw relative to October's demand of 18,948 Kw.
- Electric System Reliability for was 99.941, with four (4) recorded outages; relative to October's 99.999%.
- Raw water treated on a daily average was 3.363 MG relative to 3.616 MG for October; with maximum demand of 4.011 MG relative to October's 4.505 MG.
- Total finished water to the system was 92.946 MG relative to October's 103.552 MG. Average daily for the month was 2.998 MG relative to October's 3.340 MG. Daily maximum was 3.629 MG (November 24th) relative to October's 4.097 MG. Daily minimum was 2.667 MG (November 15th), relative to October's 2.736 MG.

- **Miscellaneous Revenues**

- Water sales were \$404,732 relative to October's \$80,088
- Sewer sales were \$671,342 relative to October's \$132,173
- Electrical sales were \$1,672,035 relative to October's sales of \$790,148
- Johnston County Water purchases were \$118,090 for 50.251 MG relative to October's \$173,879 for 73.991 MG.

- **Major Expenses for the Month**

- Electricity purchases were \$845,042 relative to October's \$842,992.
- Johnston County sewer charge was \$318,751 for 96.617 MG relative to October's \$165,698 for 59.399 MG.

- **Personnel Changes –**

- There were no personnel changes in the month of November



**Town of Smithfield
Electric Department
Monthly Report
November, 2020**

I. Statistical Section

- Street Lights repaired -33
- Area Lights repaired -8
- Service calls - 30
- Underground Electric Locates -163
- Poles changed out or installed -4
- Underground Services Installed -1

II. Major Revenues

- N/A

III. Major Expenses for the Month:

- N/A

IV. Personnel Update:

- The Utility Dept. Safety meeting on Ladder, Electrical, Work Zone Safety & Silica Awareness.

V. Miscellaneous Activities:

- Overhead Contractors are continuing to work on the North Circuit. Approximately 95+% complete.
- The Electrical Dept. is working on conversion/upgrade to the electrical system in the area of Baker St. & River Birch.
- The Electrical Dept. has completed installation of conduit & transformers for Phase 2 at East River Subdivision.
- The Electrical Dept. started installing Christmas Decorations.
- The Electrical dept. started installing the street lights along Kellie Dr.



WATER & SEWER

NOVEMBER 2020 MONTHLY REPORT

● DISCONNECT WATER	1
● RECONNECT WATER	0
● TEST METER	3
● TEMPORARY METER SET	0
● DISCOLORED WATER CALLS	6
● LOW PRESSURE CALLS	2
● NEW/RENEW SERVICE INSTALLS	5
● LEAK DETECTION	16
● METER CHECKS	10
● METER REPAIRS	10
● WATER MAIN/SERVICE REPAIRS	6
● STREET CUTS	6
● REPLACE EXISTING METERS	6
● INSTALL NEW METERS	7
● FIRE HYDRANTS REPAIRED	0
● FIRE HYDRANTS REPLACED	0
● SEWER REPAIRS	6
● CLEANOUTS INSTALLED	13
● INSPECTIONS	4
● CAMERA SEWER	3

- SEWER MAIN CLEANED 13003LF
- SERVICE LATERALS CLEANED 2170LF
- SERVICE CALLS 135
- LOCATES 157

- SERVICE AND MAINTAINED ALL 18 LIFT STATIONS 2 TIMES PER WEEK
- INSPECTED ALL AERIAL SEWERS ONE TIME
- INSPECTED HIGH PRIORITY MANHOLES WEEKLY
- HELPING PUBLIC WORKS CLEANING STORM DRAIN ISSUES DURING EVERY RAIN FALL EVENT.

MAJOR EXPENSES FOR THE MONTH OF NOVEMBER

- TRUCK 705 REPAIRS

PERSONNEL UPDATES

UPCOMING PROJECTS FOR THE MONTH OF DECEMBER

- PUMP STATION 18 NEW GENERATOR INSTALLATION
- BY-PASS AT PUMP STATION 15
- WATER LINE REPLACEMENT IN SOUTH SMITHFIELD

Smithfield Water Plant
Distribution Sampling Site Plan

May 2020

Hydrant Flushing

Street Name	Date	Chlorine	Time	Gallons	Psi	Street Name	Date	Chlorine	Time	Gallons	PSI
Stephson Drive	11/23/20	3.2	15	7965	10	North Street	11/23/20	3	15	17820	40
Computer Drive	11/23/20	3.2	15	31860	10	West Street	11/23/20	3	15	78030	50
Castle Drive	11/23/20	3	15	7965	10	Regency Drive	11/23/20	1.5	15	63720	60
Parkway Drive	11/23/20	3.2	15	63720	40	Randers Court	11/23/20	2	15	15930	40
Garner Drive	11/23/20	3.2	15	63723	40	Noble Street	11/23/20	3	15	15930	40
Hwy 210 LIFT ST.	11/23/20	3	15	15930	40	Fieldale Dr#1(L)	11/23/20	2	15	63720	40
Skyland Drive	11/23/20	3.4	15	7965	10	Fieldale Dr#2(R)	11/23/20	2	15	63720	40
Bradford Street	11/24/20	3	15	15930	10	Heather Court	11/23/20	2	15	15930	40
Kellie Drive	11/24/20	3	15	7965	10	Reading Place	11/23/20	2	15	15930	40
Edgewater	11/24/20	2.8	15	7965	10	East Street	11/23/20	3	15	63720	40
Edgecombe	11/24/20	2.8	15	15930	40	Smith Street	11/23/20	1	15	63720	40
Valley Wood	11/24/20	3.2	15	63720	40	Wellons Street	11/24/20	1.5	15	63720	40
Creek Wood	11/24/20	3	15	63720	40	Kay Drive	11/24/20	1.5	15	38985	15
White Oak Drive	11/24/20	3	15	7965	10	Huntington Place	11/24/20	1.5	15	38985	15
Brookwood Drive	11/24/20	3.2	15	22515	5	N. Lakeside Drive	11/24/20	1.5	15	9750	15
Runnymede Place	11/24/20	2.5	15	31860	10	Cypress Point	11/24/20	1.2	15	34890	12
Nottingham Place	11/24/20	3.2	15	38985	10	Quail Run	11/24/20	1.5	15	8715	12
Heritage Drive	11/24/20	3	15	38985	10	British Court	11/24/20	1	15	8715	12
Noble Plaza #1	11/25/20	2.8	15	9750	10	Tyler Street	11/24/20	1.2	15	78030	60
Noble Plaza #2	11/25/20	2.8	15	9750	10	Yelverton Road	11/24/20	3.5	15	63720	40
Pinecrest Street	11/25/20	3	15	19500	10	Ava Gardner	11/24/20	3	15	63720	40
S. Sussex Drive	11/25/20	3.4	15	31860	10	Waddell Drive	11/23/20	3	15	7965	10
Elm Drive	11/25/20	3.2	15	9750	10	Henly Place	11/23/20	3.5	15	8715	12
						Birch Street	11/23/20	3.5	15	34890	12
Coor Farm Supply	11/25/20	2	15	7965	10	Pine Street	11/23/20	1	15	38985	15
Old Goldsboro Rd.	11/25/20	3.2	15	7965	10	Oak Drive	11/23/20	1	15	37695	14
Hillcrest Drive	11/25/20	3	15	31860	10	Cedar Drive	11/23/20	1.5	15	31860	10
Eason Street	11/25/20	2	15	38985	40	Aspen Drive	11/23/20	3.5	15	34890	12
Magnolia circle	11/25/20	2	15	78030	40	Furlonge Street	11/23/20	3.5	15	34890	12
Rainbow Drive	11/25/20	2	15	19500	60	Golden Corral	11/23/20	3.5	15	40290	16
Rainbow Circle	11/25/20	2	15	19500	60	Holland Drive	11/23/20	3.5	15	9750	15
Moonbeam Circle	11/25/20	2	15	19500	60	Davis Street	11/24/20	3.5	15	34890	12
Ray Drive	11/25/20	2	15	15930	60	Caroline Ave.	11/24/20	2.5	15	31860	10
Will Drive	11/25/20	1.5	15	63720	40	Johnston Street	11/24/20	2.5	15	38985	15
Michael Lane	11/25/20	3	15	63720	40	Ryans	11/24/20	2.5	90	9750	15
Ward Street	11/25/20	3	15	15930	40						

977883

1282815 2260698



MONTHLY WATER LOSS REPORT

NOVEMBER 2020

(8) - Meters with slow washer leaks

(4) 3/4" Line, 1/8" hole – 1 Day

2" Line, 1/8" hole – 1 Days

6" Line, 1/4" hole – 6 Hrs