

The Smithfield Town Council reconvened its May 7, 2018 meeting on Thursday, May 10, 2018 at 6:00 p.m. in the Council Chambers of the Smithfield Town Hall, Mayor M. Andy Moore presided .

Councilmen Present:

Mayor Pro-Tem Scott (arrived 6:25 pm)
Emery Ashley, At-Large
Marlon Lee, District 1
David Stevens, District 2 (arrived 6:15 pm)

Dr. David Barbour, District 4
John A. Dunn, At-Large
Stephen Rabil, At-Large

Councilmen Absent

Administrative Staff Present

Michael Scott, Town Manager
John Blanton, Fire Chief
Lenny Branch, Public Works Director
Ted Credle, Public Utilities Director
Dale Ham, Aquatic Center Director
Gary Johnson, Parks and Recreation
Tim Kerigan, Human Resources/PIO
Shannan Parrish, Town Clerk
R. Keith Powell, Chief of Police
Greg Siler, Finance Director

Reconvene: May 7, 2018 Meeting

Mayor Moore reconvened the meeting at 6:05 pm

Town Manager Michael Scott recapped the following items that were discussed at the last budget meeting:

1. Council voted and approved a salary study for all employees of the Town to begin as soon as possible. Preliminary estimates for the study are \$18,000 - \$20,000.
2. Council requested options for phasing in take home cars for the Police Department.
3. Council requested that staff evaluate Police pay and what it would look like if the Police Department implemented its proposed changes to the career ladder.
4. Council requested the Police Department to investigate the possibility of transitioning patrol vehicle from gas to propane.
5. Council discussed the purchase of the ladder truck for the Fire Department..

1. General Fund

a. Public Works

i. General Services

Public Works Director Lenny Branch highlighted some line items in the proposed FY 18-19 Public Works – General Services Department. They are as follows:

- o Salary: Increase in the line was due to promotions.
- o Fuel: Increase in fuel line due to projected costs.
- o Service Contracts: Increase in the line due to renewal of the HVAC contract.
- o Capital Outlay: Funds were included in the budget to replace a lawn mower and to replace the mausoleum roof at Sunset Memorial Cemetery.

Mayor Moore questioned if Mr. Branch had budgeted enough funds for mulch stating that as staff makes the Town more attractive, the Council wants to ensure that its being maintained. Mr. Branch responded that he felt there were sufficient funds budgeted for mulch. Mr. Branch explained that he was focusing on more hardscapes within in the Town because those its do not require as much attention as plantings.

ii. Streets

Public Works Director Lenny Branch highlighted some line items in the proposed FY 18-19 Public Works – Streets Department. They are as follows:

- Salaries & Wages: Increase due to the promotion of a crew leader. Mr. Branch explained this was the only division in Public Works that did not have a crew leader.
- Fuel: Increase in fuel line due to projected costs
- Capital Outlay: Funds were included to replace a 1995 ford.

Mr. Branch informed the Council that during the community survey one things that the Town needed to improve were streets and sidewalks. He requested an additional \$20,000 for streets and sidewalks, but it was not included in the budget

The pavement condition study should be completed by next week. Councilman Barbour asked for an estimate to repair all sidewalks in Town. Mr. Branch explained that it would cost over a million dollars to repair everything. Mr. Branch stated that in the last 5 years, \$2.131 million has been spent on street resurfacing.

Mayor Pro-Tem Scott stated there have been a lot of complaints about Town Streets. He questioned if the Town could match Powell Bill funds with its own funds. The Town Manager responded that the Town could charge a Vehicle Tax Fee at a minimum of \$5 or a maximum of \$30 to pay for street repairs. A majority of the communities are imposing this tax to improve their streets. the fees is imposed on every vehicle owned in Smithfield with the maximum amount generating \$320,000 in revenue.

Equity Drive

Mr. Branch informed the Council that the preliminary results of the pavement condition study shows that Equity Drive is the 2nd worst street in Smithfield. Mr. Branch received an estimate of approximately \$1 million to \$1.5 million to repair the road, install curb and gutter and install sidewalks.

Mayor Pro-Tem Scott questioned if the businesses could be assessed for the improvements. The Town Manager explained that the property owners could be assessed for the improvements, but a Public Hearing had to be scheduled before any action could be taken. Mayor Moore asked if a Special Tax District could be developed for the area. The Town Manager responded that the property owners would have to request the Special Tax District.

The Town Manager explained that the road is a problem that will have to be fixed. It will get worse if nothing is done and the entire project will be more expensive.

Councilman Barbour stated that he didn't mind using tax dollars for an area that the majority of Smithfield residents use, but he felt it was unfair for the citizens to have to pay for this road.

The Town Manager stated that if the Town used fund balance to pay for this, the fund balance would be approximately 42%. Mr. Branch stated if repaired, the road would last a lifetime.

Extending the white fence

The Town Manager explained that at the last council meeting, Mr. Clancy made a request to extend the white fence on Smithfield Crossing Drive. The Town does not own that property and the landowner will not give the Town permission to extend the fence. The Manager asked for suggestions from the Council. Councilman Barbour stated if the Town does not own the land then there is nothing the town can do.

iii. Garage

Public Works Director Lenny Branch highlighted some line items in the proposed FY 18-19 Public Works – Garage. They are as follows:

- Salaries and Wages: Decrease in this line due to the retirement of a long time employee and the hiring of an employee at a lower salary

- Fuel: Increase in fuel line due to projected costs
- Uniforms : Increase in line due to the need for flame retardant uniforms.
- Capital Outlay: \$10,000 was included to repair and replace the fence at the shop because it is needs to be replaced..

Mr. Branch informed the Council that the garage could be utilized more if additional staff were hired. This could potentially save the Town money.

iv. Powell Bill

Mr. Branch informed the Council that the Powell Bill Budget remained status quo from last year. Powell Bill funds can only be used for qualified streets throughout the Town. With the \$260,000 budgeted for resurfacing, approximately 12-14 streets or approximately one mile can be resurfaced. Mr. Branch further explained that there are 60.6 miles of Town Streets and the goal is to repair the streets in the worst condition first.

Mayor Pro-Tem Scott questioned if the Town could double the Powell Bill funds. Finance Director Greg Siler responded that funds could be added from the General Fund Budget by using Fund Balance or even implementing the motor vehicle tax.

Mayor Pro-Tem Scott requested that the Town Manager in preparation of the Recommended Budget consider doubling the amount of Powell Bill Funds for street resurfacing

v. Sanitation

Public Works Director Lenny Branch highlighted some line items in the proposed FY 18-19 Public Works – Sanitation. They are as follows:

- Salaries and Wages: Increase due to this being the first full year to budge the equipment operator position that was approved after moving the Animal Control Officer to the Police Department
- equipment operator first full year after the moving of animal control
- Fuel: Increase in fuel line due to projected costs
- Capital outlay: Funds were included for another hook leaf truck and another leaf box.
- Landfill Fees: Johnston County has proposed an increase to tipping fees for household waste which would impact the budget approximately \$10,000. If this cost was passed onto the customers, it would cost each customer \$.24 a month.

2. Fees Schedule

Town Manager Michael Scott highlighted some of the proposed fee schedule changes. They are as follows:

- Addition of Columbarium opening/ closing fee
- Addition of Right of Way Permits for Utility Street cuts and encroachments

Parks and Recreation Director Gary Johnson highlighted some of the proposed changes in the Parks and Recreation and Aquatic Center Fee Schedule. They are as follows:

Parks and Recreation

- Elimination for the Nonresident fee for Adult Team Sports
- Reduction in Resident and Nonresident rates for Youth team Sports with the exception of football.
- Include a multiple child discount
- Increase the Tournament Fees for Resident and Nonresidents

Aquatics Center

- Simplify SRAC Rates as there are currently 33 separate rates.
- Change the Contract Fee to \$35 per person and not per contract

- Decrease in some resident and nonresident day pass fees
- Decrease in nonresident swim lesson fees.
- Increase in summer camp fees for nonresidents.
- Decrease in some facility rental rates for nonresidents

Mayor Pro-Tem Scott questioned how much does employee memberships generate as he would like for it to be free for all employees. Councilman Dunn stated in the proposed fee schedule, Town employees who live out of Town will pay approximately \$10.00 more a month. Mr. Johnson explained that an employee who lives inside of the Town limits already pays taxes therefore he/she should pay less than an employee who lives outside of the Town limits. Councilman Dunn stated that an employee currently pays \$17.50 and that will increase to \$26.00. Mr. Johnson stated that was corrected. He further stated that since he does not reside in Town, he felt it was fair to pay the higher rate of \$26.00 a month.

Mayor Moore stated that while other fees were decreasing the rate for Seniors was actually increasing from the corporate rate. He suggested that the rate be changed to \$25.00 and \$40.00

Parks and Recreation Director Gary Johnson stated that Smithfield Selma High School is currently utilizing Town fields at no cost because Parks and Recreation are able to utilize the school's fields and gymnasiums at no cost. He explained when the Neuse Charter School opened, the former Park and Recreation Director and the School Administrator worked out a deal whereby for every home softball game they would provide a ½ a case of paint and for every home soccer game they would provide a full case of paint. Since it has become more work for staff, Mr. Johnson proposed to the Neuse Charter School Administrator that they provide the same amount of paint and \$25 per game.

Public Utilities Director Ted Credle highlighted some of the proposed changes in the Utilities Fee Schedule. They are as follows:

Water/Sewer Rates

- Rate increase to water and sewer are based on the study conducted by the Wooten Company
- Sewer rate incorporate the County's increased rate from last September
- The County is also proposing to increase the sewer rates again, but no decision has been made at this time

Electric rates

- No proposed increase at this time.

3. General Fund Continued

a. SRAC

Parks and Recreation Director Gary Johnson highlighted some items in the proposed FY 18-19

- Part Time Salaries: Increase in part time salaries because there is a decrease in part time instructors
- Cell phone allowance Increase due to the Aquatics Supervisor being on call.
- Service contracts: Increase in line due to the increase in Merchants Services fees.
- Capital Outlay: Funds were included for the replacement of one pool heater and the replacement of the pool bleachers. The school system will pay half the cost of the bleachers.

Adjourn

Councilman Ashley made a motion, seconded by Councilman Dunn, to recess the meeting until tuesday, May 15, 2018 at 6:00 pm . The meeting adjourned at approximately 8:35 pm.

M. Andy Moore, Mayor

ATTEST:

Shannan L. Parrish, Town Clerk