

The Smithfield Town Council reconvened its April 4, 2023 Special Meeting on Monday, April 11, 2023 at 6:00 pm in the Council Chambers of the Smithfield Town Hall, Mayor M. Andy Moore presided.

Councilmen Present:
 Mayor Pro-Tem, John Dunn
 Marlon Lee, District 1
 Sloan Sevens, District 2
 Travis Scott, District 3
 Dr. David Barbour, District 4
 Stephen Rabil, At-Large

Councilmen Absent
 Roger Wood, At-Large

Administrative Staff Present
 Michael Scott, Town Manager
 Michael Brown, Fire Chief
 Ted Credle, Public Utilities Director
 James Grady, Interim-Chief of Police
 Gary Johnson, Parks and Recreation Director
 Tim Kerigan, Human Resources Director
 Shannan Parrish, Town Clerk
 Greg Siler, Finance Director
 Stephen Wensman, Planning Director

Reconvene: April 4, 2023 Meeting

Mayor Moore reconvened the meeting at 6:01 pm

1. General Fund

a. Police Department

Interim Chief of Police James Grady highlighted the Police Department's FY 2023-2024 budget which included the following:

- Salaries: 3% decrease due to the removal of two traffic officers. Grant funds for these two positions have expired.
- Group Insurance: Town Manager Michael Scott informed the Council that an 8% increase had been budgeted for group insurance. Staff learned the actual increase was 6%.
- Employee Separation Allowance: 28% increase due to recent retirements.
- Equipment Supplies & Maintenance: 15% increase due to fire extinguisher replacements and two digital speed limit signs for the downtown area.
- Community Policing Projects: 63% increase for additional community policing projects.
- Capital Outlay: \$121,140 was proposed for the following:
 - \$110,500 – 2 patrol vehicles with equipment
 - \$8,640 – New alarm and camera for the new building
 - \$2,000 – Metal shelving for new evidence room
- Items requested, but not included in the Budget
 - \$17,400 – Detective Laptops and Docking Stations
 - \$29,000 – Officer Laptop, Printer and Stands
 - \$110,500 – 4 patrol vehicles were requested, 2 were included in the budget
 - \$6,000 – Radar Units
 - \$7,000 – Landscaping for building expansion
 - \$7,000 – Stripe and Sealing of new parking lot
 - \$3,200 – Community Event Cooker
 - \$7,000 – Gazebo and Table for employees
 - \$144,400 + Vehicles & Equipment – 2 grant funded Police Officers not retained
 - \$72,200 + Vehicle & Equipment – 1 additional Community Police Officer

Mayor Pro-Tem Dunn questioned if the 2 grant funded police officers would be losing their jobs. Interim Chief of Police Grady responded the positions would be eliminated and the officers would be reassigned to patrol.

Councilman Scott questioned the number of vacancies in the department. Interim Chief Grady responded there were seven vacancies.

Councilman Barbour stated that officer retention remained an issue even though the Council has approved various departmental incentives. The Town Manager reminded the Council of the five recent retirements which added to the vacancies.

b. Fire Department

Fire Chief Michael Brown highlighted the Fire Department FY 2023-2024 budget which included the following:

- Salaries: 5% increase due to career ladder promotions and salary increases from last fiscal year.
- Overtime: 10% increase due to staffing issues and part-time employees being unable to cover a shift.

- o Professional Fees: 32% increase due to the increase in fees.
- o Uniforms: 99% increase. Replacement of turn out gear had historically been budgeted in the capital outlay line when it should have been budgeted in the uniform line. Finance Director Greg Siler explained that Capital Outlay items were typically one time purchases and not reoccurring expenses such as turn out gear.
- o Capital Outlay: \$77,500 was proposed for the following:
 - o \$22,500 – Fire Hose Replacement
 - o \$22,000 – SCBA Containment Unit
 - o \$35,000 – Battery Operated Extrication Tools
- o Items requested, but not included in the Budget:
 - o \$400,000 – 6 New Firefighters
 - o Structure Change – Lieutenants to Captains
 - o \$900,000 – Fire Engine
 - o \$22,400 – Strategic Plan
 - o \$8,000 – Drone with Infra-Red

Mayor Moore questioned the Service Awards and Recognition line item stating that snacks for late night calls was similar to the request made by the Smithfield Firefighter's Association.

Councilman Barbour questioned if the Smithfield Selma High School Fire Academy had requested the \$1,000 budgeted for assistance with the program. Chief Brown responded they had not requested the funding.

Chief Brown explained that he requested additional personnel because the call volume continues to increase. He further explained that 25.2% of the calls for service were overlapping. Also, by requesting 6 new firefighters that only added two people to each shift since Fire personnel work 24-hour shifts.

Chief Brown explained his proposal for structural change in the Fire Department. His proposal included eliminating the Lieutenant position. All Lieutenants would be moved into Captain positions.

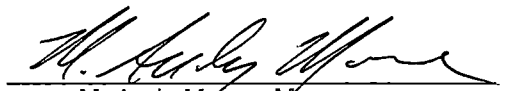
Recess

Councilman Barbour made a motion, seconded by Councilman Stevens, to recess the meeting to Monday April 17, 2023 at 7:00 pm. The meeting recessed at approximately 8:32 pm.

ATTEST:

Shannan L. Parrish, Town Clerk




M. Andy Moore, Mayor