



Mayor

M. Andy Moore

Mayor Pro-Tem

John A. Dunn

Council Members

Marlon Lee

Sloan 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 3, 2023

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 3, 2023
7:00 PM**

Call to Order

Invocation

Pledge of Allegiance

Approval of Agenda

Page

Presentations:

- 1. Administering Oath of Office to New Police Officer – Joseph Robert Young**
(Mayor – M. Andy Moore) See attached information.....1
- 2. Administering Oath of Office to New Police Officer – Lorenzo Babore**
(Mayor – M. Andy Moore) See attached information.....3
- 3. FY 2021-2022 Audit Presentation**
(Finance Director – Greg Siler) See attached information.....5

Public Hearing:

- 1. CA-22-02 Town of Smithfield:** The applicant is requesting an amendment to the comprehensive land use plan that considers removing the proposed third I-95 crossing from its current proposed location.
(Planning Director – Stephen Wensman) See attached information.....19

Citizens Comments

Consent Agenda Items:

- 1. Approval of Minutes:**
 - a. December 6, 2022 – Regular Meeting
 - b. December 6, 2022 – Closed Session (Under Separate Cover).....31
- 2. Consideration and request for approval of various budget amendments**
(Finance Director – Greg Siler) See attached information.....51

3. Board Appointment

- a. Jane Shipman has submitted an application for consideration to be reappointed to the Library Board of Trustees for a second term (Town Clerk – Shannan Parrish) See attached information.....57

4. New Hire Report

- (HR Director – Tim Kerigan) See attached information.....61

Business Item:

1. Consideration and request for approval to update the Public Utility Capital Improvement Plan

- (Public Utilities Director – Ted Credle) See attached information.....63

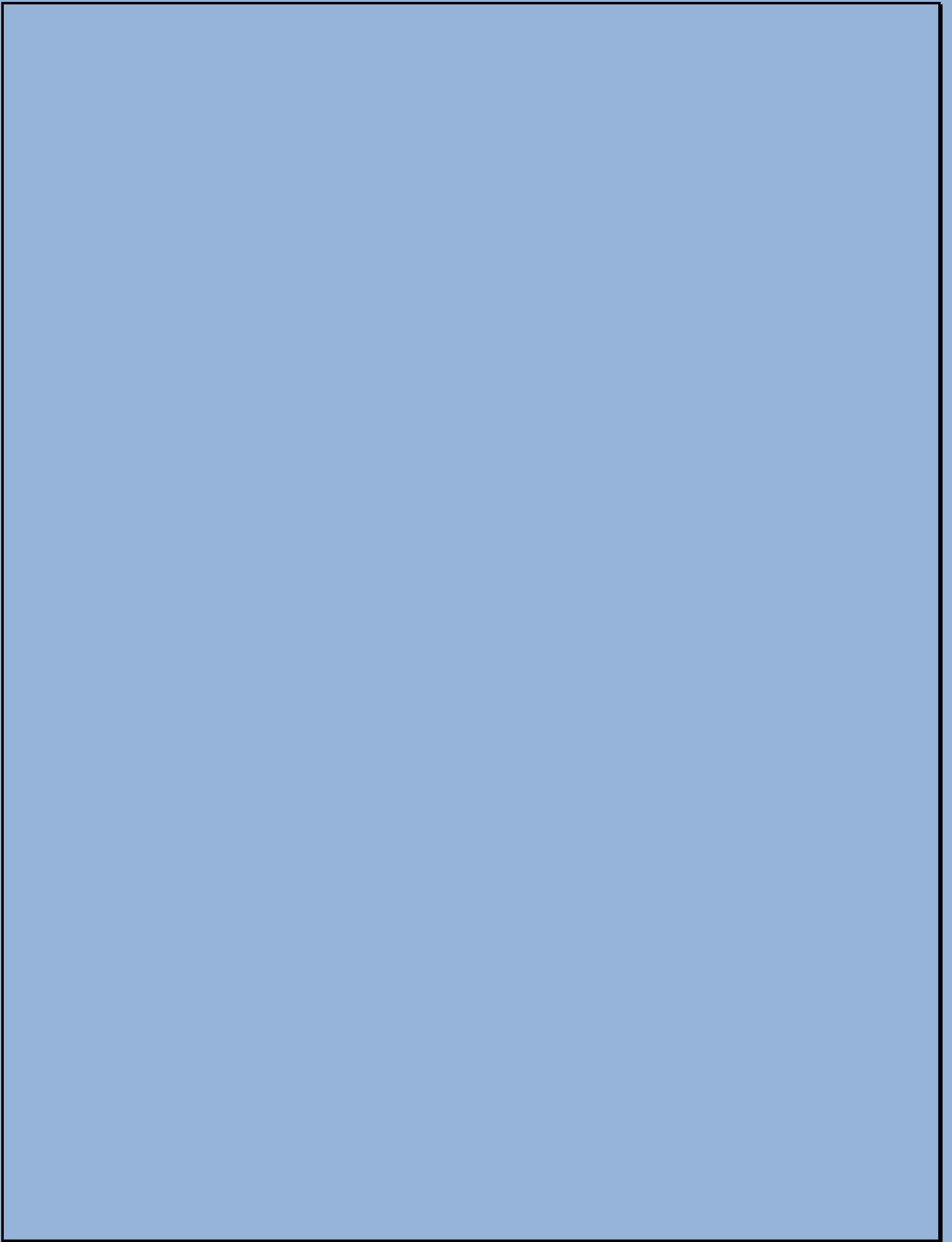
Councilmember’s Comments

Town Manager’s Report

- Financial Report (See attached information).....95
- Department Reports (See attached information).....99
- Manager’s Report (Will be provided at the Meeting)

Adjourn

Presentations





Request for Town Council Action

Presentation: Police
**Oath of
Office**
Date: 01/03/2023

Subject: Oath of Office

Department: Police Department

Presented by: Captain – J.F. Grady

Presentation: Presentation

Issue Statement

The Smithfield Police Department has hired a new officer to fill existing vacancies within the Police Department. Joseph Robert Young has been hired to fill one of these positions. Joseph Young has previously worked in Wilson for the Wilson County Sheriff's office. He has three years of experience.

Financial Impact

Approved Budgeted Amount for FY 2022-2023: Covered by the Current Budget

Action Needed

Administer Oath of Office to Officer Young and welcome him into the Smithfield Community.

Recommendation

Administer Oath of Office to Officer Young and welcome him into the Smithfield Community.

Approved: Town Manager Town Attorney

Attachments:

1. Oath of Office



Staff Report

**Presentation: Oath
of
Office**

OATH OF OFFICE SMITHFIELD POLICE DEPARTMENT

"I, Joseph Robert Young, the undersigned, do solemnly swear or affirm that I will support the Constitution of the United States; that I will faithfully and bear true allegiance to the State of North Carolina and to the Constitutional powers and authorities which are, or may be established for the government thereof; that I will endeavor to support, maintain and defend the Constitution of said State, not inconsistent with the Constitution of the United States; that I will be alert and vigilant to enforce the criminal laws of this state; that I will not be influenced in any manner on account of personal bias or prejudice; and that I will faithfully and impartially execute the duties of my office as a law enforcement officer according to the best of my skill, abilities and judgment, so help me God."

Signature

Date



Request for Town Council Action

Presentation: Police Oath of Office

Date: 01/03/2023

Subject: Oath of Office

Department: Police Department

Presented by: Captain – J.F. Grady

Presentation: Presentation

Issue Statement

The Smithfield Police Department has hired a new officer to fill existing vacancies within the Police Department. Lorenzo Babore has been hired to fill one of these positions. Lorenzo Babore completed Basic Law Enforcement Training at Johnston Community College.

Financial Impact

Approved Budgeted Amount for FY 2022-2023: Covered by the Current Budget

Action Needed

Administer Oath of Office to Officer Babore and welcome him into the Smithfield Community.

Recommendation

Administer Oath of Office to Officer Babore and welcome him into the Smithfield Community.

Approved: Town Manager Town Attorney

Attachments:

1. Oath of Office



Staff Report

**Presentation: Oath
of
Office**

OATH OF OFFICE SMITHFIELD POLICE DEPARTMENT

"I, Lorenzo Babore, the undersigned, do solemnly swear or affirm that I will support the Constitution of the United States; that I will faithfully and bear true allegiance to the State of North Carolina and to the Constitutional powers and authorities which are, or may be established for the government thereof; that I will endeavor to support, maintain and defend the Constitution of said State, not inconsistent with the Constitution of the United States; that I will be alert and vigilant to enforce the criminal laws of this state; that I will not be influenced in any manner on account of personal bias or prejudice; and that I will faithfully and impartially execute the duties of my office as a law enforcement officer according to the best of my skill, abilities and judgment, so help me God."

Signature

Date



Request for Town Council Action

Presentation **Audit**
Date: **Presentation**
 01/03/2023

Subject: Presentation of the 2021-2022 Annual Financial Report
Department: Finance Department
Presented by: Finance Director – Greg Siler
Presentation: Presentation

Issue Statement – Thompson, Price, Scott, Adams & Co., P.A. (TPSA) will present Fiscal Year 2022 audit results. The Annual Financial Report provides readers (board/council members, citizens, bondholders, lenders, rating agencies, etc.) with information useful in assessing the financial condition of the town and for making decisions.

Financial Impact – N/A

Action Needed – N/A

Recommendation – N/A

Approved: Town Manager Town Attorney

Attachments

- Audit Results Handout



Presentation of Audit Results

Fiscal Year Ended
June 30, 2022



Alan W. Thompson, CPA
1626 S Madison Street
PO Box 398
Whiteville, NC 28472
910.642.2109 phone
910.642.5958 fax
www.tpsacpas.com

TOWN OF SMITHFIELD

Presentation Agenda

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IV. QUESTIONS AND COMMENTS	
V. CLOSE	



Thompson, Price, Scott, Adams & Co, P.A.

P.O. Box 398
1626 S Madison Street
Whiteville, NC 28472
Telephone (910) 642-2109
Fax (910) 642-5958

Alan W. Thompson, CPA
R. Bryon Scott, CPA
Gregory S. Adams, CPA

December 13, 2022

To the Town of Smithfield
Smithfield, North Carolina

We have audited the financial statements of the governmental activities, business-type activities, each major fund, and the aggregate remaining fund information of the Town of Smithfield for the year ended June 30, 2022. Professional standards require that we provide you with information about our responsibilities under generally accepted auditing standards, *Government Auditing Standards*, and Uniform Guidance (if applicable), as well as certain information related to the planned scope and timing of our audit. We have communicated such information in our letter to you dated April 25, 2022. Professional standards also require that we communicate to you the following information related to our audit.

Significant Audit Findings

Qualitative Aspects of Accounting Practices

Management is responsible for the selection and use of appropriate accounting policies. The significant accounting policies used by Town of Smithfield are described in Note 1 to the financial statements. The Town adopted GASB Statement 87 "Leases," effective for the fiscal year ended June 30, 2022. We noted no transactions entered into by the Town of Smithfield during the year that were both significant and unusual, and of which, under professional standards, we are required to inform you, or transactions for which there is a lack of authoritative guidance or consensus. All significant transactions have been recognized in the financial statements in the proper period.

Accounting estimates are an integral part of the financial statements prepared by management and are based on management's knowledge and experience about past and current events and assumptions about future events. Certain accounting estimates are particularly sensitive because of their significance to the financial statements and because of the possibility that future events affecting them may differ significantly from those expected. There were no significant estimate(s) or assumptions noted during the audit.

Certain financial statement disclosures are particularly sensitive because of their significance to the financial statement users. There are no such disclosures identified.

The financial statement disclosures are neutral, consistent, and clear.

Difficulties Encountered in Performing the Audit

We encountered no significant difficulties in dealing with management in performing and completing our audit.

Members
American Institute of CPAs - N.C. Association of CPAs - AICPA Division of Firms

Corrected and Uncorrected Misstatements

Professional standards require us to accumulate all known and likely misstatements identified during the audit, other than those that are trivial, and communicate them to the appropriate level of management. Management has corrected all such misstatements. Some of the misstatements detected as a result of audit procedures and corrected by management were material, either individually or in the aggregate, to each opinion unit's financial statements taken as a whole.

Disagreements with Management

For purposes of this letter, a disagreement with management as a financial accounting, reporting, or auditing matter, whether or not resolved to our satisfaction that could be significant to the financial statements or the auditors' report. We are pleased to report that no such disagreements arose during the course of our audit.

Management Representations

We have requested certain representations from management that are included in the management representation letter dated December 13, 2022.

Management Consultations with Other Independent Accountants

In some cases, management may decide to consult with other accountants about auditing and accounting matters, similar to obtaining a "second opinion" on certain situations. If a consultation involves application of an accounting principle to the governmental unit's financial statements or a determination of the type of auditor's opinion that may be expressed on those statements, our professional standards require the consulting accountant to check with us to determine that the consultant has all the relevant facts. To our knowledge, there were no such consultations with other accountants.

Other Auditing Findings or Issues

We generally discuss a variety of matters, including the application of accounting principles and auditing standards, with management each year prior to retention as the Town of Smithfield's auditors. However, these discussions occurred in the normal course of our professional relationship and our responses were not a condition to our retention.

The Local Government Commission (LGC) will no longer initiate communications about concerns or findings (formerly considered unit letters). They have created a spreadsheet that has to be completed and submitted with the audit report. If that worksheet identifies what they consider a "Financial Performance Indicators of Concern" (FPICs), we are required to communicate those items to the Board. The Town is required to submit a response within 60 days of the Board meeting in which the financial statements are presented. The detailed audit response should be presented to the entire Board, and signed by the entire Board, Finance Officer, and Manager. The indicators that are identified concern the prior period adjustment made to accrue the sales tax for June 2021 back to the prior year and the audit submission date occurring after December 1, 2022. Additionally, the audit was submitted after the required submission date of five months and one day.

Other Matters

We applied certain limited procedures to the Schedule of Town's Proportionate Share of Net Pension Liability (LGERS), Schedule of Town Contributions (LGERS), Schedule of Changes in Total Pension Liability - Law Enforcement Officer's Special Separation Allowance, and Schedule of Changes in Total OPEB Liability and Related Ratios, which is required supplementary information (RSI) that supplements the basic financial statements. Our procedures consisted of inquiries of management regarding the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We did not audit the RSI and do not express an opinion or provide any assurance on the RSI.

We were engaged to report on the combining and individual non-major fund statement schedules, budgetary schedules, and other schedules, and the schedule of expenditures of federal and State awards, which accompany the financial statements but are not RSI. With respect to this supplementary information, we made certain inquiries of management and evaluated the form, content, and methods of preparing the information to determine that the information complies with accounting principles generally accepted in the United States of America, the method of preparing it has not changed from the prior period, and the information is appropriate and complete in relation to our audit of the financial statements. We compared and reconciled the supplementary information to the underlying accounting records used to prepare the financial statements or to the financial statements themselves.

Restriction on Use

This information is intended solely for the use of the Town Commissioners and management of the Town of Smithfield and is not intended to be and should not be used by anyone other than these specified parties.

Very truly yours,

Thompson, Price, Scott, Adams & Co., P.A.

Thompson, Price, Scott, Adams & Co, P.A.

TOWN OF SMITHFIELD

FINANCIAL INFORMATION FOR 5 YEARS

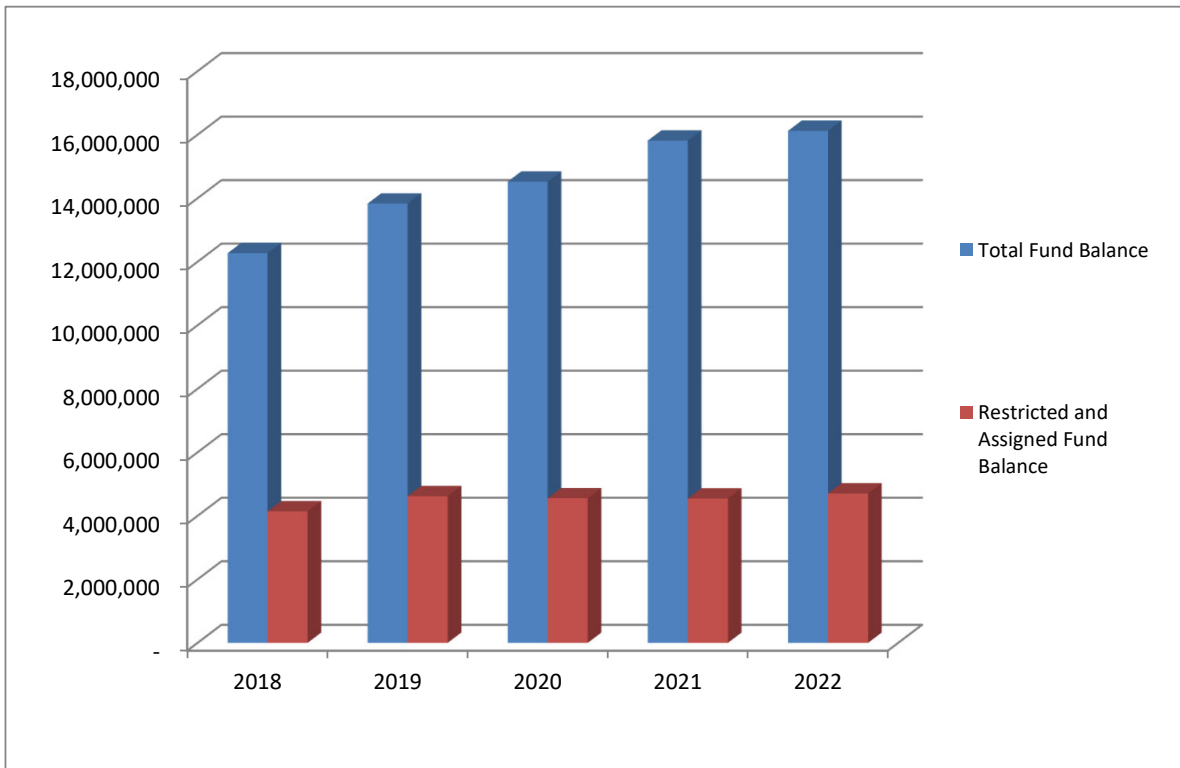
	<u>2022</u>	<u>2021</u>	<u>2020</u>	<u>2019</u>	<u>2018</u>
Total Fund Balance - General Fund	16,120,101	15,814,504	14,521,940	13,832,540	12,268,997
Unavailable Fund Balance (Reserve for State Statute, Nonspendable)	3,565,822	2,784,834	2,720,900	2,505,500	2,677,920
Restricted, Committed, and Assigned Fund Balance	4,703,969	4,545,182	4,553,192	4,619,253	4,141,474
General Fund Expenditures (including transfers out)	16,143,324	13,862,800	13,735,288	12,494,420	11,946,508
Fund Balance Available as % of General Fund Expenditures	77.77%	93.99%	85.92%	90.66%	80.28%
Unassigned Fund Balance	11,389,754	11,248,279	9,968,748	9,213,287	8,127,523
Unassigned Fund Balance as % of General Fund Expenditures	70.55%	81.14%	72.58%	73.74%	68.03%
Revenues over (under) expenditures before contributions and transfers					
General Fund	(130,605)	1,884,036	1,443,604	1,555,719	1,504,631
Electric Fund	822,190	517,897	255,556	1,196,165	1,788,611
Water & Sewer Fund	2,998,733	2,391,504	2,745,878	1,919,221	2,161,845
Cash vs. Accumulated Depreciation - Water & Sewer Fund					
Total Fixed Assets	39,559,989	27,384,425	24,855,644	24,113,223	21,662,428
Accumulated Depreciation	13,566,944	12,912,721	12,284,763	11,614,170	10,914,753
Cash	14,396,946	13,060,839	12,152,789	9,617,316	7,295,100
Cash vs. Fund Balance					
Cash - General	14,075,574	14,253,350	13,072,113	12,403,538	10,343,081
Cash - Electric Fund	11,997,946	11,767,185	11,020,194	11,163,305	10,255,748
Cash - Water & Sewer Fund	14,396,946	13,060,839	12,152,789	9,617,316	7,295,100
Cash - Other Governmental Funds	5,053,761	922,575	1,074,088	41,817	16,655
Fund Balance - General	16,120,101	15,814,504	14,521,940	13,832,540	12,268,997
Fund Balance - Electric Fund	19,930,142	19,107,952	18,553,584	18,298,028	17,086,789
Fund Balance - Water & Sewer Fund	28,103,059	23,584,921	21,092,753	17,846,875	12,466,340
Fund Balance - Other Governmental Funds	60,224	279,321	176,243	(743,234)	(929,635)
Property Tax Rates	0.57	0.57	0.57	0.57	0.57
Collection Percentages	99.88%	99.77%	99.61%	99.94%	99.85%
Collection Percentages (excluding Motor Vehicle)	99.87%	99.74%	99.57%	99.93%	99.84%
Total Property Valuation	1,341,879,123	1,279,219,986	1,233,663,158	1,101,886,316	1,097,455,821
Total Levy Amount	7,648,711	7,291,554	7,031,880	6,280,752	6,255,498
Debt (excluding OPEB, compensated absences, LGERS)					
Governmental Activities	4,686,704	7,588,150	7,587,735	6,887,928	7,567,413
Business-Type Activities	12,639,394	3,721,993	4,557,159	5,423,041	6,994,105

TOWN OF SMITHFIELD

FINANCIAL INFORMATION FOR 5 YEARS

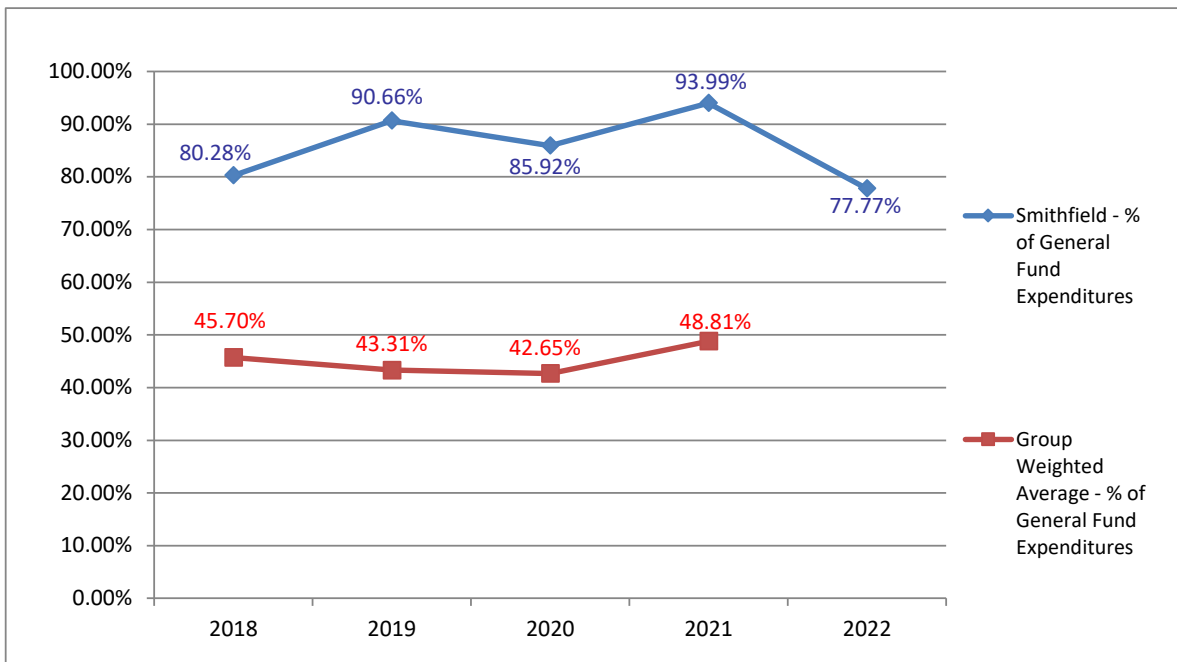
	<u>2022</u>	<u>2021</u>	<u>2020</u>	<u>2019</u>	<u>2018</u>
Breakdown of General Fund Revenues					
Ad Valorem Taxes	7,715,148	7,393,534	7,046,889	6,338,336	6,291,634
Other Taxes, License & Permits	75,067	59,366	65,867	78,513	61,207
Intergovernment Revenue	5,257,824	5,164,269	4,580,621	4,697,106	4,201,992
Sales and Services	2,654,020	2,131,661	2,346,267	2,476,082	2,531,286
Investment Earnings	10,665	13,552	47,221	49,259	22,922
Miscellaneous	147,995	150,454	140,027	135,996	121,265
Total	15,860,719	14,912,836	14,226,892	13,775,292	13,230,306
Breakdown of General Fund Expenditures					
General Government	1,516,181	1,473,207	1,413,158	1,521,400	1,314,451
Public Safety	6,266,652	6,061,161	5,826,869	5,273,650	5,225,946
Street and Public Works	1,558,292	1,286,129	1,413,752	1,456,916	1,119,591
Sanitation	1,552,107	1,418,510	1,172,948	1,091,005	1,059,306
Cultural & Recreational	1,929,283	1,766,155	2,113,219	1,873,295	1,747,769
Debt Service	3,168,809	1,023,638	843,342	1,003,307	1,258,612
Total	15,991,324	13,028,800	12,783,288	12,219,573	11,725,675

TOWN OF SMITHFIELD Analysis of Fund Balance



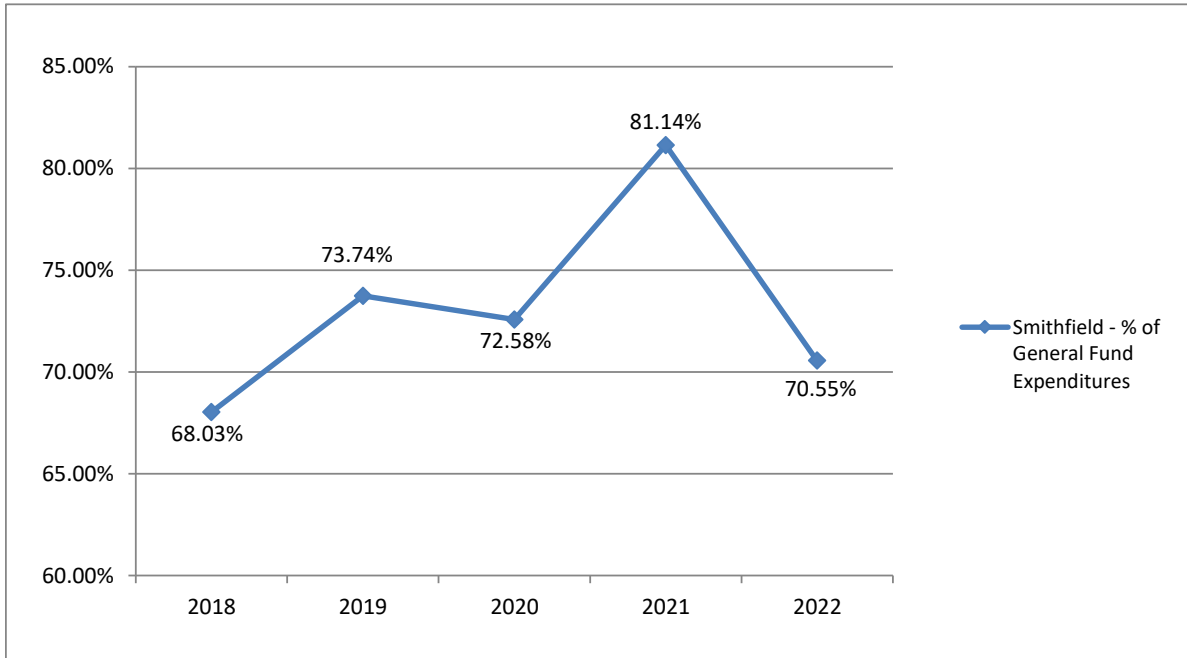
TOWN OF SMITHFIELD Analysis of Fund Balance Available

(Note - 2022 Group Weighted Average Not Available at Date of Presentation)



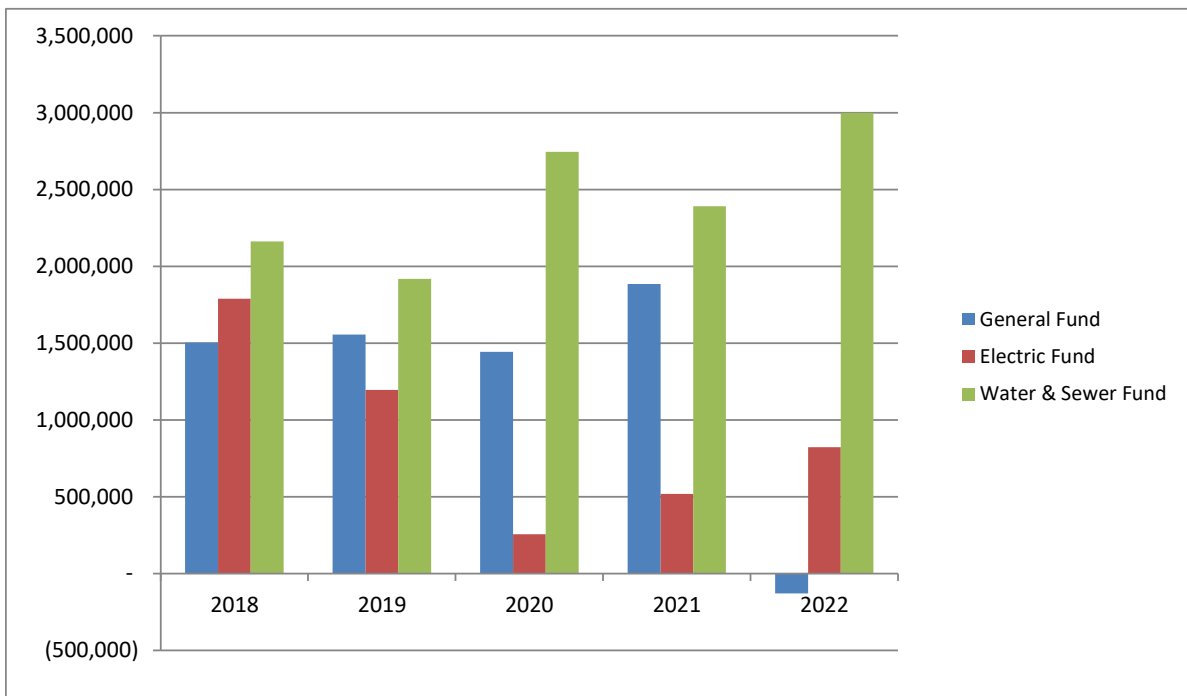
TOWN OF SMITHFIELD

Analysis of Unassigned Fund Balance as a % of General Fund Expenditures



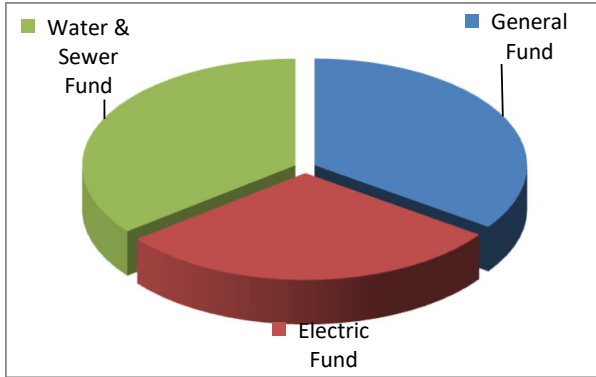
TOWN OF SMITHFIELD

Analysis of Revenues Over (Under) Expenditures before Transfers and Contributions

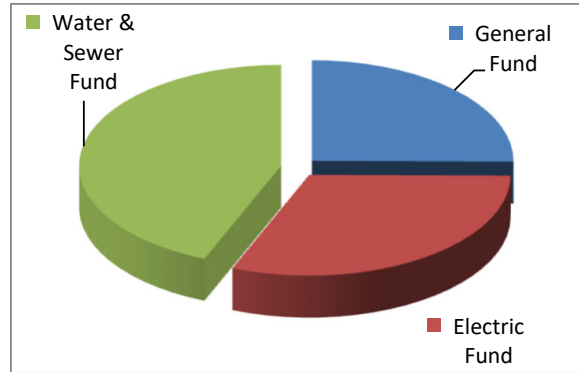


TOWN OF SMITHFIELD
Analysis of Cash and Fund Balances
at June 30, 2022

CASH BALANCES



FUND BALANCES



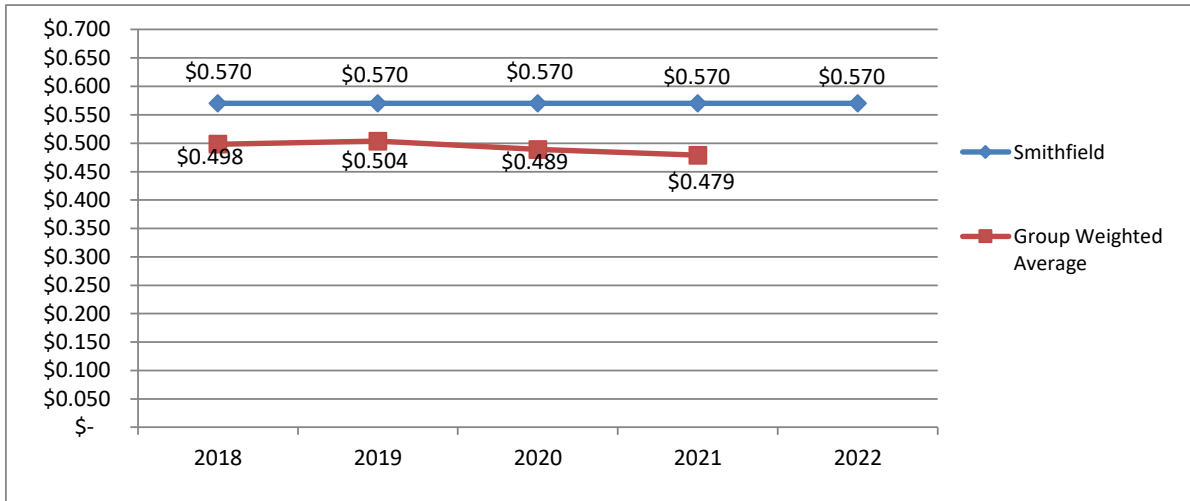
2022

	<u>Cash Balances</u>	<u>Fund Balances</u>
General Fund	\$ 14,075,574	\$ 16,120,101
Electric Fund	11,997,946	19,930,142
Water and Sewer Fund	14,396,946	28,103,059
Total	\$ 40,470,466	\$ 64,153,302

TOWN OF SMITHFIELD

Property Tax Rates

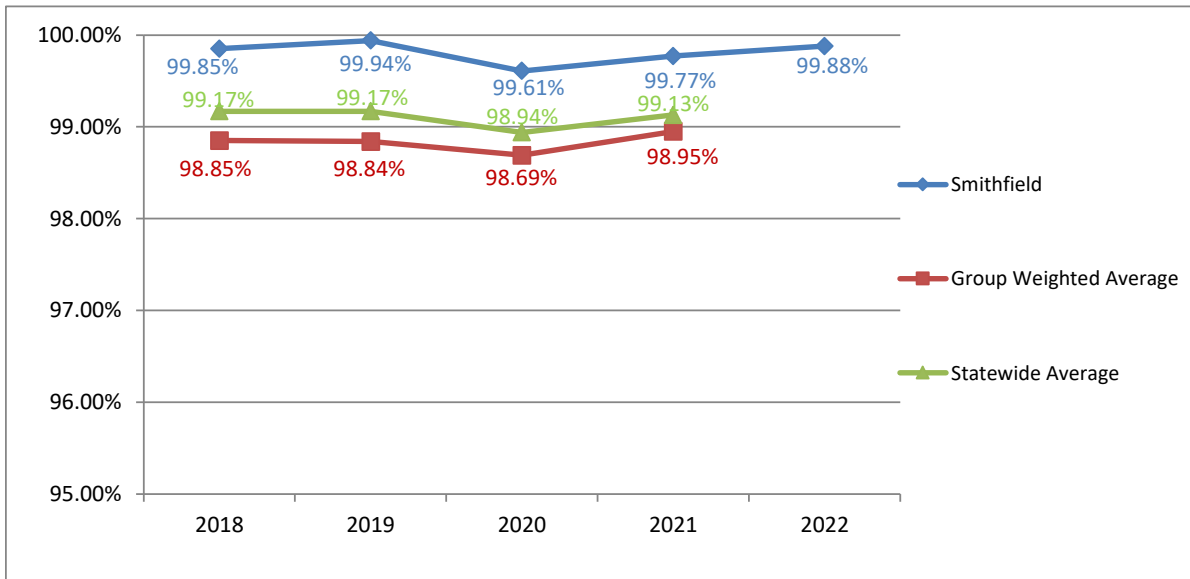
(Note - 2022 Group Weighted Average Not Available at Date of Presentation)



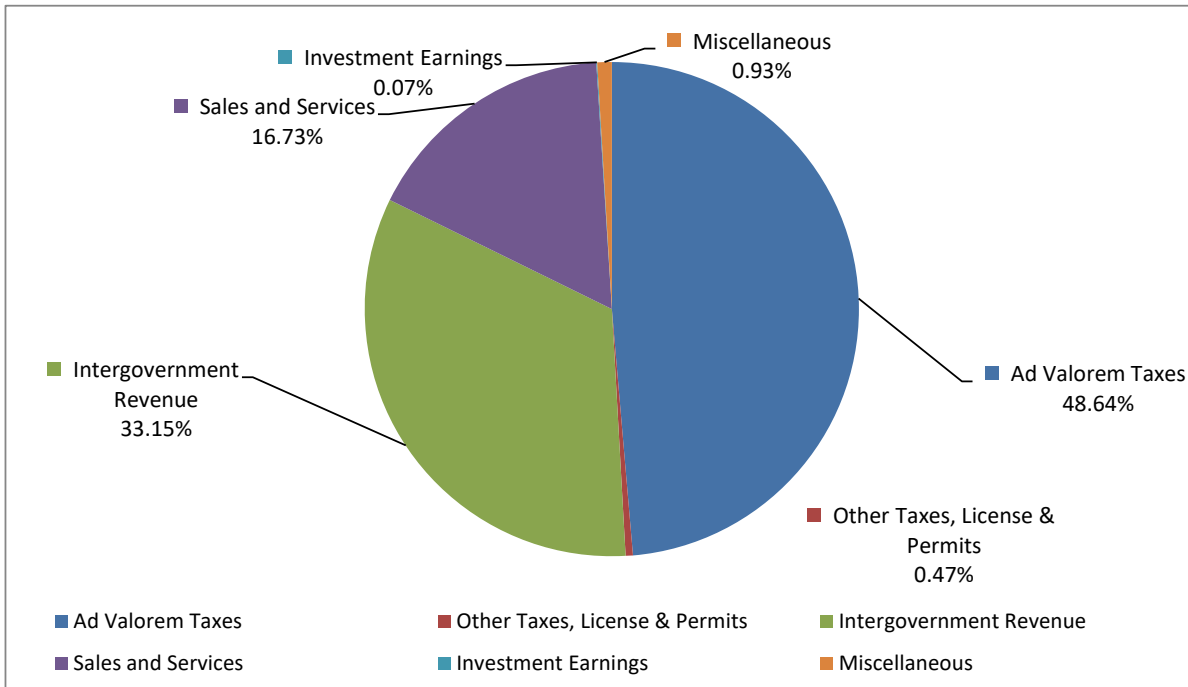
TOWN OF SMITHFIELD

Collection Percentages

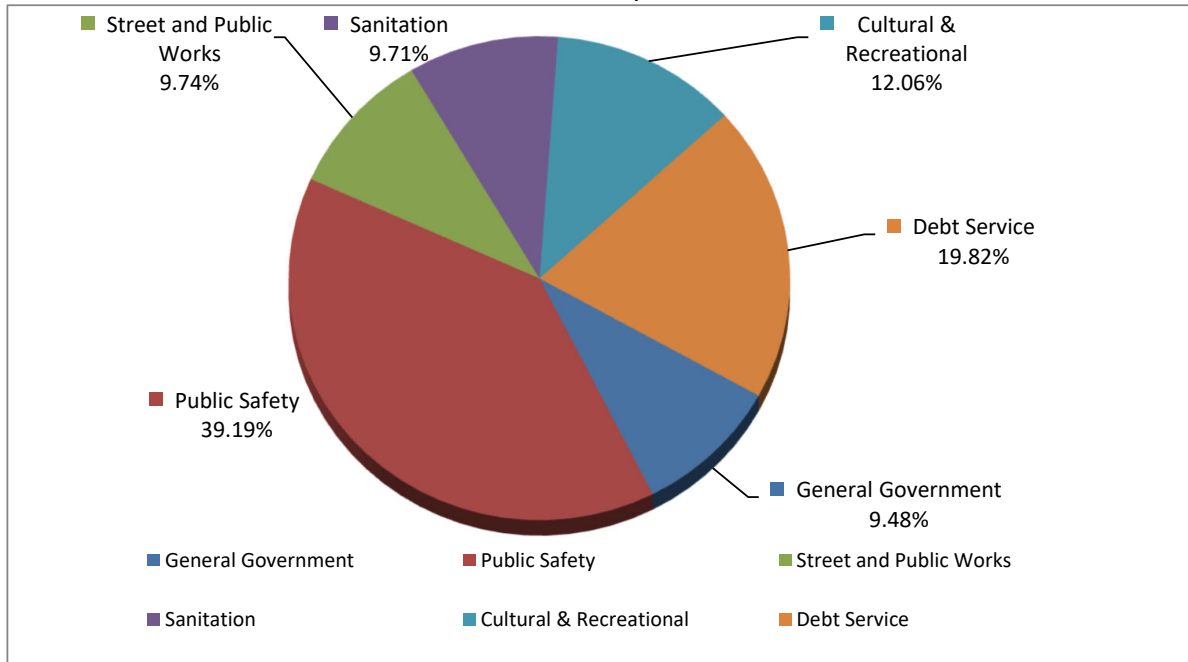
(Note - 2022 Group/Statewide Weighted Average Not Available at Date of Presentation)



TOWN OF SMITHFIELD
Break Down of General Fund Revenue
FYE June 30, 2022



TOWN OF SMITHFIELD
Break Down of General Fund Expenditures
FYE June 30, 2022



ADDITIONAL REQUIRED COMMUNICATIONS

Changes to the Audit Process

The Local Government Commission (LGC) will no longer initiate communications about concerns or findings (formerly considered unit letters). They have created a spreadsheet that has to be completed and submitted with the audit report. If that worksheet identifies what they consider a "Financial Performance Indicators of Concern" (FPICs), we are required to communicate those items to the Board.

You are required to submit a response within 60 days of the Board meeting in which the financial statements are presented. The detailed audit response should be presented to the entire Board, and signed by the entire Board, Finance Officer, and Manager.

The responses are required to be uploaded on the LGC's website. Responses were provided in the Corrective Action Plan section of the audit report. These same responses can be used in your response to the LGC concerning these items. The following are the items that have to be addressed by responding directly to the LGC with a corrective action plan.

Finding 2022-001 Prior Period Adjustment

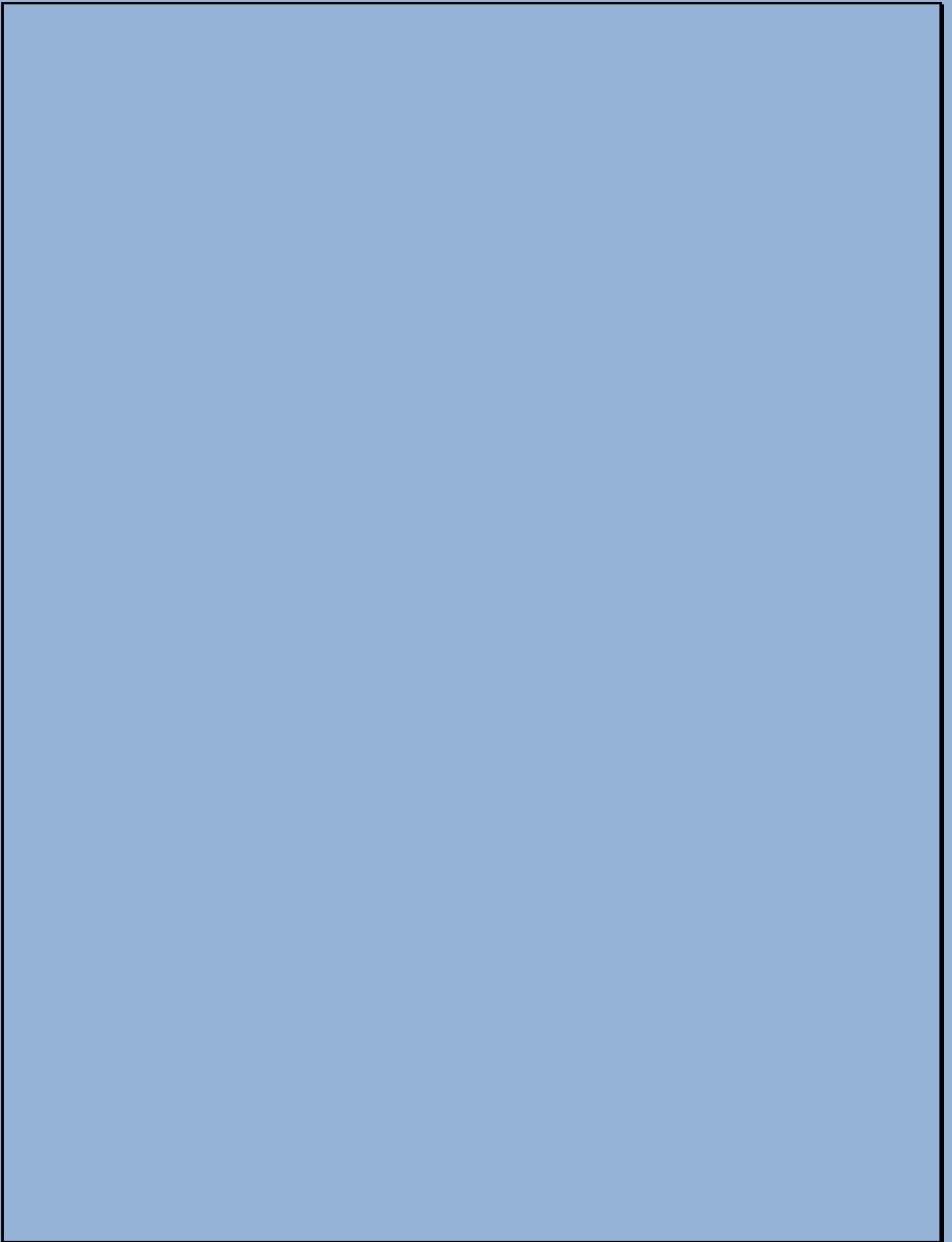
An adjustment was recorded that increased fund balance in the General Fund by \$287,162 to accrue the June collections of local option sales tax received in September 2021.

Additional Indicators that require a response:

General Performance Indicators

The audit report is expected to be submitted within five months plus one day from the fiscal year end. As stewards of the public's resources, the governing body is responsible for ensuring that the audited financial statements are available to the public in a timely manner. External groups such as the North Carolina General Assembly, federal and State agencies that provide funding, and other public associations need current financial information about your local government as well.

Public Hearing





Request for Town Council Action

Public Hearing: CA-22-02
Date: 01/03/2023

Subject: Transportation Plan and Growth Management Plan Amendment

Department: Planning Department

Presented by: Planning Director – Stephen Wensman

Presentation: Public Hearing

Issue Statement

Staff is requesting an amendment to the Town’s Transportation Plan and Comprehensive Growth Management Plan, collectively called the Town Plan.

Financial Impact

None

Action Needed

To review the proposed Transportation Plan and Comprehensive Growth Management Plan Amendment.

Recommendation

Staff and the Planning Board recommend the Town Council approve the amendments to the Transportation Plan and Comprehensive Growth Management Plan

Approved: Town Manager Town Attorney

Attachments:

1. Staff Report
2. Feasibility Study US 70 From SR 1003 (Buffalo Rd) near Selma to SR 2372 (Edwards Rd) in Princeton (Separate Attachment)
3. Planning Board Minutes



Staff Report

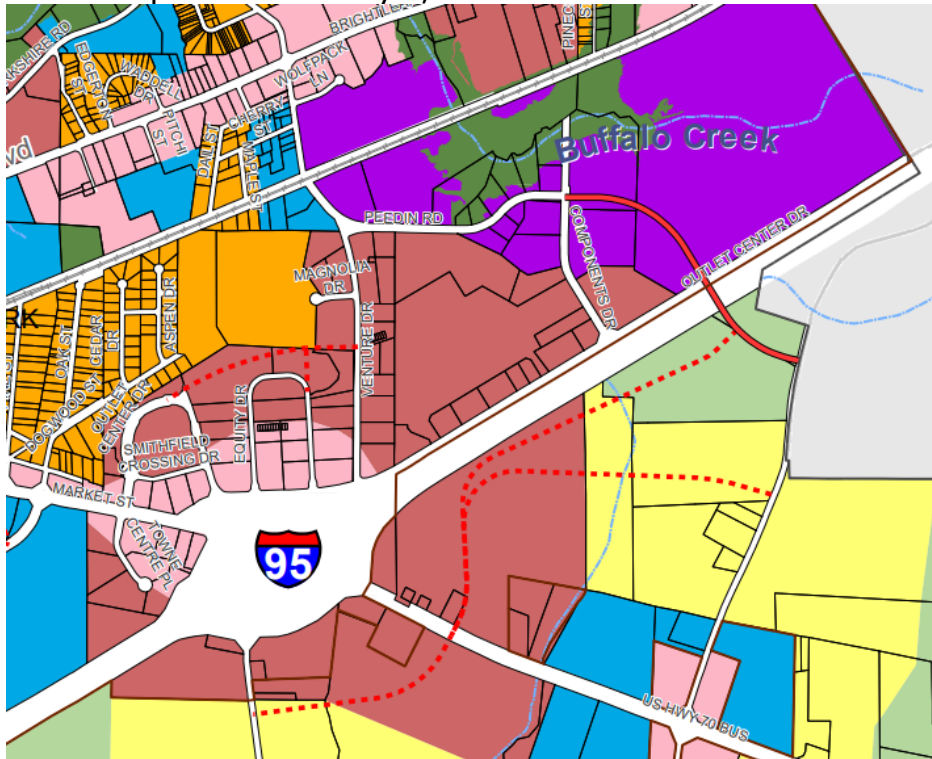
Public Hearing: CA-22-02

INTRODUCTION:

The Town approved the current Town Plan (Transportation Plan and Comprehensive Growth Management plan) on February 4, 2020. Comprehensive Plans are typically long-range planning documents and are typically renewed every ten years. Smithfield has been experiencing unprecedented growth and amendments are needed from time to time to address changes caused by existing or future development or other reasons.

TOWN PLAN:

The future extension of Peedin Road from Outlet Center Drive to the east side of I-95 was first suggested as part of the Southeast Area Study completed in 2017. A portion of this proposed route, the extension of Peedin Road over I-95 became part of the Town Plan when it was adopted on February 4, 2020.



Cut-out from the Town Plan Future Land Use Map

This proposed future street alignment came into question recently when the Smithfield Business Park proposed selling the wooded southwest corner of their property for commercial development. The requirement for this segment will adversely affect the sale of the property and likely drive the proposed development away. As a result, Staff has reconsidered this

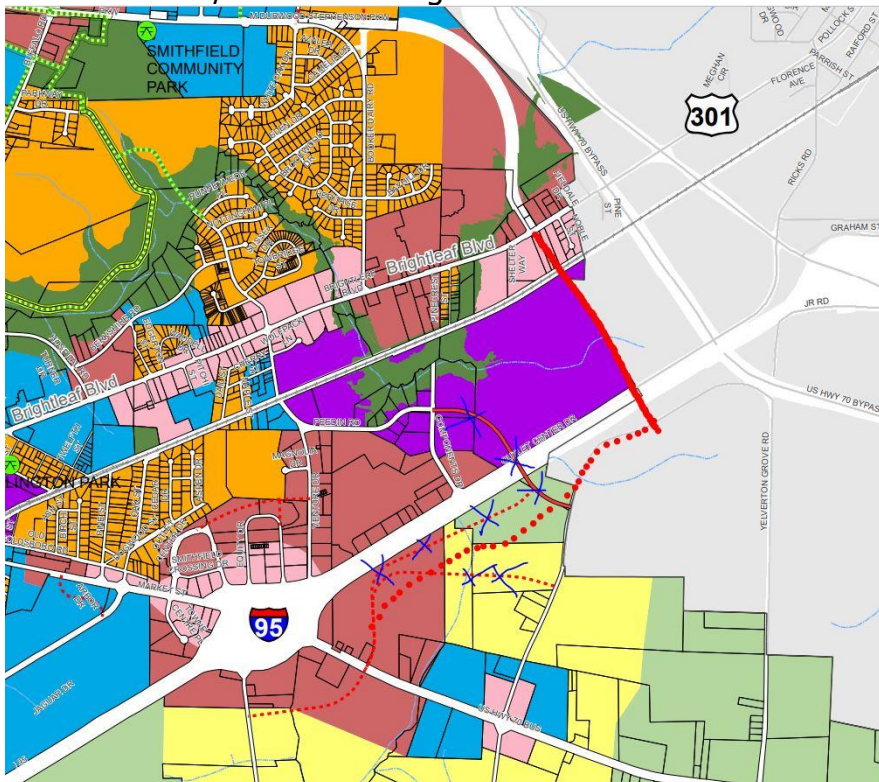
route. Staff believes there is a need for additional crossings of I-95, but the proposed route was originally part of a greater planned corridor that is no longer viable:

- The idea for the route sprung from the Southeast Area Study in 2017. It would have extended the planned Smithfield Crossings corridor which is no longer viable because of recent and planned development.

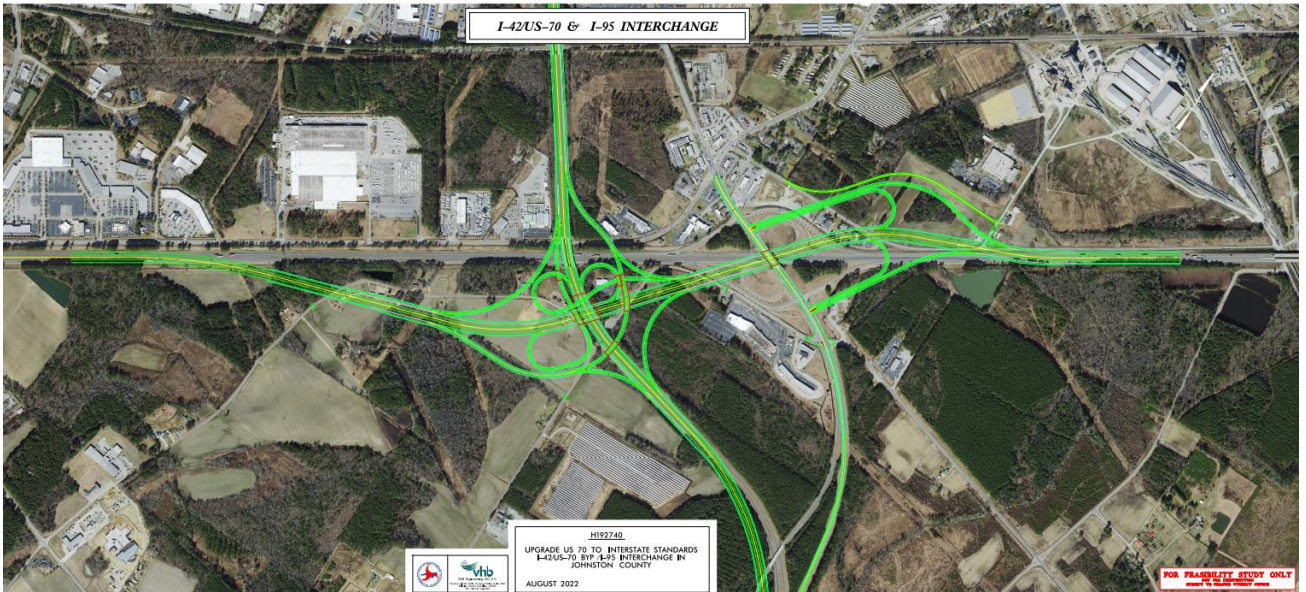


Smithfield Crossings Corridor Concept Plan.

- Staff has looked at an alternative that would extend M. Durwood Stephenson Parkway over the railroad and over I-95, however this route is problematic because of the cost and space constraints of constructing a bridge over the railroad and the proximity to the future I-95/I-42 interchange.

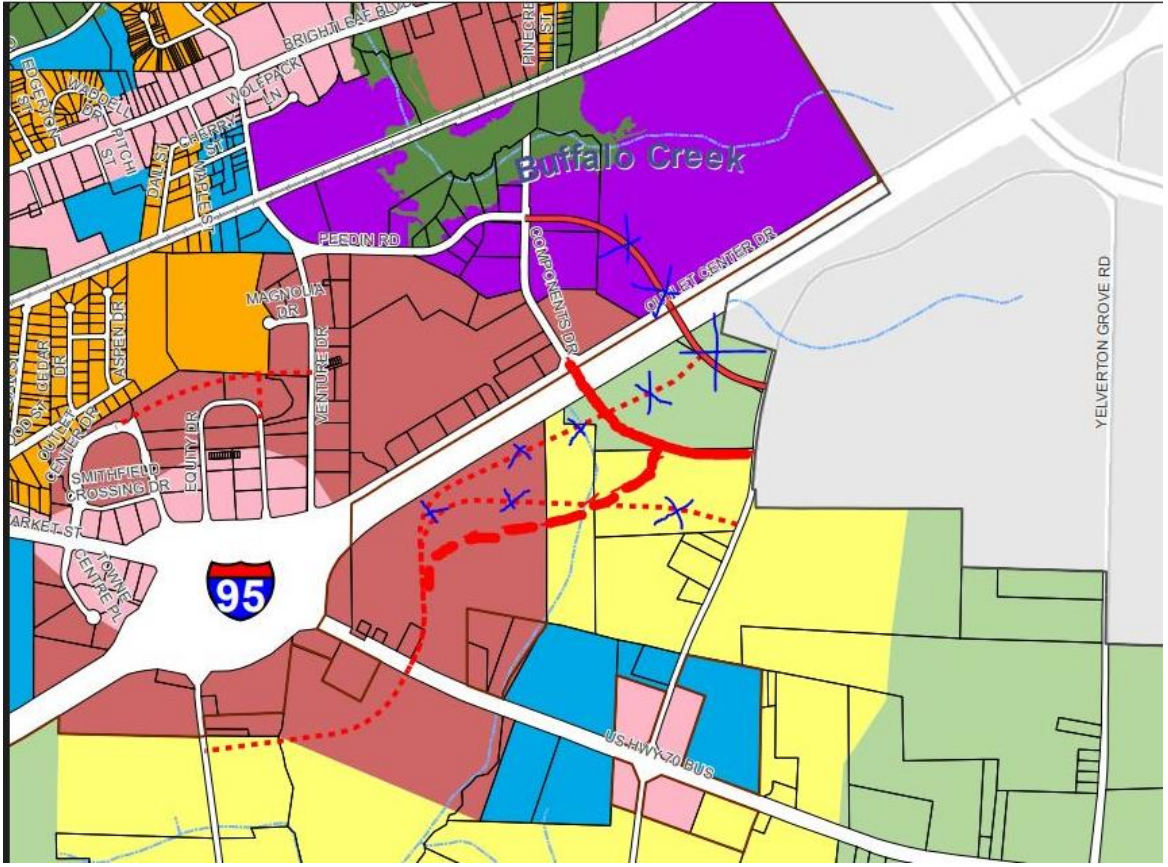


M. Durwood Stephenson Parkway Extension over I-95 Concept



Proposed I-42/U-70 and I-95 Interchange Map

- Staff also considered moving the I-95 crossing to align with Peedin Road, however this would likely result in the future closing of the Carolina Premium Outlet’s driveways onto Peedin Road to accommodate a future bridge structure.



Peedin Road Extension over I-95 Concept Plan

OPTIONS:

There are several options for the Council to consider:

- Do nothing. The route is still relevant to the Town's long range transportation plan.
- Delete the route from the Comprehensive Land Use Plan Map as it is no longer relevant given the recent and planned development changes.
- Realign the route with Peedin Road, understanding that access to the Carolina Premium Outlet driveways onto Peedin Road would likely be closed with a future bridge.
- Potentially other unknown/undetermined options.

RECOMMENDATION:

Planning Staff and the Planning Board recommends the Town Council delete the route from the comprehensive plan.

RECOMMENDED MOTION:

"move to approve the proposed amendments to the 'Town Plan', Transportation Plan and Comprehensive Growth Management Plan."

**Town of Smithfield
Planning Board Minutes
Thursday, December 1, 2022
Town Hall Council Chambers
6:00 PM**

Members Present:

Chairman Mark Lane
Vice-Chairman Debbie Howard
Debbie Howard
Wiley Narron
Alisa Bizzell
Ashley Spain

Members Absent:

Doris Wallace
Brian Stanley

Staff Present:

Mark Helmer, Senior Planner
Julie Edmonds, Administrative Support Specialist

Staff Absent:

Stephen Wensman, Planning Director

CALL TO ORDER

PLEDGE OF ALLEGIANCE

APPROVAL OF AGENDA Debbie Howard made a motion to approve the agenda; seconded by Ashley Spain. Unanimously approved

APPROVAL OF MINUTES for November 3rd, 2022

Debbie Howard made a motion to approve the minutes, seconded by Ashley Spain. Unanimously approved.

Approval Of The 2023 Meeting Schedule

Ashley Spain made a motion, seconded by Debbie Howard to approve the 2023 meeting schedule. Unanimously approved.

NEW BUSINESS

ZA-22-04 Town of Smithfield: The applicant is requesting an amendment to Unified Development Ordinances, Article 10, Part VI, Stormwater Management that incorporates revisions mandated by the North Carolina Department of Environmental Quality.

Mark Helmer stated that The North Carolina Department of Environmental Quality (NCDEQ) updates its Local Program requirements for stormwater management from time to time. This year the Town was required to resubmit its Local Program to the NCDEQ for review. The local program consists of the following:

- New development plan review and approval
- Stormwater control measure (SCM) maintenance
- Rule enforcement procedures
- Public education

- Storm sewer system mapping
- Illegal discharge removal

As part of the Local Program review, the Town is required to update its stormwater management ordinance. NCDEQ has approved the draft ordinance and the Town has 6- months to adopt the new ordinance (May 1, 2023).

Current Rules:

- Exempt
- SF projects that disturb less than one acre are exempt
- MF, Commercial and Industrial that disturb less than ½ acre are exempt
 - Treatment:
 - Developers provide onsite stormwater treatment if the development’s untreated nitrogen export exceeds 6lb/ac/yr for residential or 10lb/ac/yr for other land uses
 - (No treatment requirements based on project built-upon area (BUA) density)
 - Peak flow rate match required for 1yr, 24hr storm
 - Nutrient Offset
 - Reductions not achieved onsite can be covered with nutrient offsets
 - Developers fill in a form subsequently developed by DWQ to request local approval of nutrient offsets
 - Offsets are obtained in units of pounds of nitrogen

New Rules:

- Exempt
 - Single family and duplex residential and related recreational development and expansion of development that disturbs less than one acre is exempt.
- Development of an individual single-family or duplex residential lot that is not part of a larger common plan of development or sale and does not result in greater than five (5) percent built-upon area on the lot is exempt from the provisions of this ordinance.
 - Commercial, industrial, institutional, multifamily residential or local government development that disturbs less than one half acre and does not expand existing structures is exempt.
 - Commercial, industrial, institutional, multifamily residential or local government development that disturbs less than one half acre and expands existing structures on a parcel but does not result in a cumulative built-upon area for the parcel exceeding twenty-four (24) percent is exempt.
 - Development that disturbs less than the above thresholds are not exempt if such activities are part of a larger common plan of development or sale and the larger common plan exceeds the relevant threshold, even though multiple, separate or distinct activities take place at different times on different schedules.
 - Existing development or redevelopment if built-upon area is not increased is exempt from the provisions of this ordinance.
 - Treatment:
 - Developers provide onsite stormwater treatment for all cumulative built-upon area (BUA) if the project density > 24% BUA, and meet other low-density, high-density and other stormwater requirements of DEMLR’s 02H .1003

- Stricter onsite treatment requirements may apply where development falls under DEMLR Water Supply Watershed Rule.
- Dedicated offsite regional SCMs may be used for stormwater treatment covering multiple otherwise unrelated projects
- Projects meeting the definition of “runoff volume match” do not need to further address nutrient export.
- (Peak flow rate match not required)
- Nutrient Offset:
 - Nutrient reduction needs not achieved following treatment requirements can be covered with nutrient offsets
 - Projects ≤ 24% BUA may meet nutrient rate targets entirely by nutrient offsets, but must also meet low density stormwater requirements of 02H.1003
 - Public road/sidewalk expansions may meet nutrient reductions entirely by nutrient offsets
 - SNAP tool can auto-generate the local government offset approval form
 - Offsets are obtained in units of pounds per year of nitrogen or phosphorus
- Additional Requirements for HOAs:
 - The draft ordinance includes new strengthened language for stormwater operations and maintenance and special requirements for Homeowners Associations (HOAs). HOAs will be required to establish escrow accounts to ensure there are adequate funds for long term maintenance.

Debbie Howard asked who determines the nutrient rate amounts?

Mark Helmer said the engineers and they have a particular method to generate the calculations for the amount of water leaving the site and coming into the site. They generate numbers for the amount of detention that’s required for a 10-year storm for instance, so engineering the capacity of the pond. There are different models they can use to determine the nitrogen.

Debbie Howard said the HOA is responsible for stormwater, is it correct they have to financially show they are able to take care of it?

Mark Helmer said yes, we are requiring that they set up an escrow at the onset of the project.

Debbie Howard asked who would determine how much money that would be?

Mark Helmer said the developer will have to look at the cost of maintenance. More than likely the developer would be putting the money up. Planning staff will meet with DEQ and have staff’s questions answered as well as any the board may have answered too.

Debbie Howard made a motion to table ZA-22-04, seconded by Alisa Bizzell. Unanimously approved.

CA-22-02 Town of Smithfield: The applicant is requesting an amendment to the comprehensive land use plan that considers removing the proposed third I-95 crossing from its current proposed location.

Mark Helmer stated The Town approved the current Town Plan (Transportation Plan and Comprehensive Growth Management plan) on February 4, 2020. Comprehensive Plans are typically long-range planning documents and are typically renewed every ten years. Smithfield has been

experiencing unprecedented growth and amendments are needed from time to time to address changes caused by existing or future development or other reasons.

The future extension of Peedin Road from Outlet Center Drive to the east side of I-95 was first suggested as part of the Southeast Area Study completed in 2017. A portion of this proposed route, the extension of Peedin Road over I-95 became part of the Town Plan when it was adopted on February 4, 2020. This proposed future street alignment came into question recently when the Smithfield Business Park proposed selling the wooded southwest corner of their property for commercial development. The requirement for this segment will adversely affect the sale of the property and likely drive the proposed development away. As a result, Staff has reconsidered this route. Staff believes there is a need for additional crossings of I-95, but the proposed route was originally part of a greater planned corridor that is no longer viable:

- The idea for the route sprung from the Southeast Area Study in 2017. It would have extended the planned Smithfield Crossings corridor which is no longer viable because of recent and planned development.

Staff has looked at an alternative that would extend M. Durwood Stephenson Parkway over the railroad and over I-95, however this route is problematic because of the cost and space constraints of constructing a bridge over the railroad and the proximity to the future I-95/I-42 interchange. Staff also considered moving the I-95 crossing to align with Peedin Road, however this would likely result in the future closing of the Carolina Premium Outlet's driveways onto Peedin Road to accommodate a future bridge structure.

OPTIONS:

There are several options for the Planning Board/Council to consider:

- Do nothing. The route is still relevant to the Town's long range transportation plan.
- Delete the route from the Comprehensive Land Use Plan Map as it is no longer relevant given the recent and planned development changes.
- Realign the route with Peedin Road, understanding that access to the Carolina Premium Outlet driveways onto Peedin Road would likely be closed with a future bridge.

Mark Lane said if this plat was developed the developer would be required to put this road in?

Mark Helmer said yes

Debbie Howard asked if a developer was interested in this land but possibility wouldn't buy due to the requirement of this road?

Mark Helmer said yes but Planning Staff has been looking at this issue for years. If this road doesn't serve the town and only deters people from developing the land then why require it?

Staff recommends the Planning Board recommend deleting the route from the comprehensive plan.

Debbie Howard made a motion to recommend the Town Council approve the proposed amendments to the 'Town Plan', Transportation Plan and Comprehensive Growth Management Plan, seconded by Alisa Bizzell. Unanimously approved.

OLD BUSINESS: None

Adjournment

Being no further business, Alisa Bizzell made a motion seconded by Debbie Howard to adjourn the meeting. Unanimously approved.

Respectfully Submitted,

A handwritten signature in cursive script that reads "Julie Edmonds".

Julie Edmonds
Administrative Support Specialist



PLANNING DEPARTMENT

Mark E. Helmer, AICP, Senior Planner

Notice Of Public Hearing

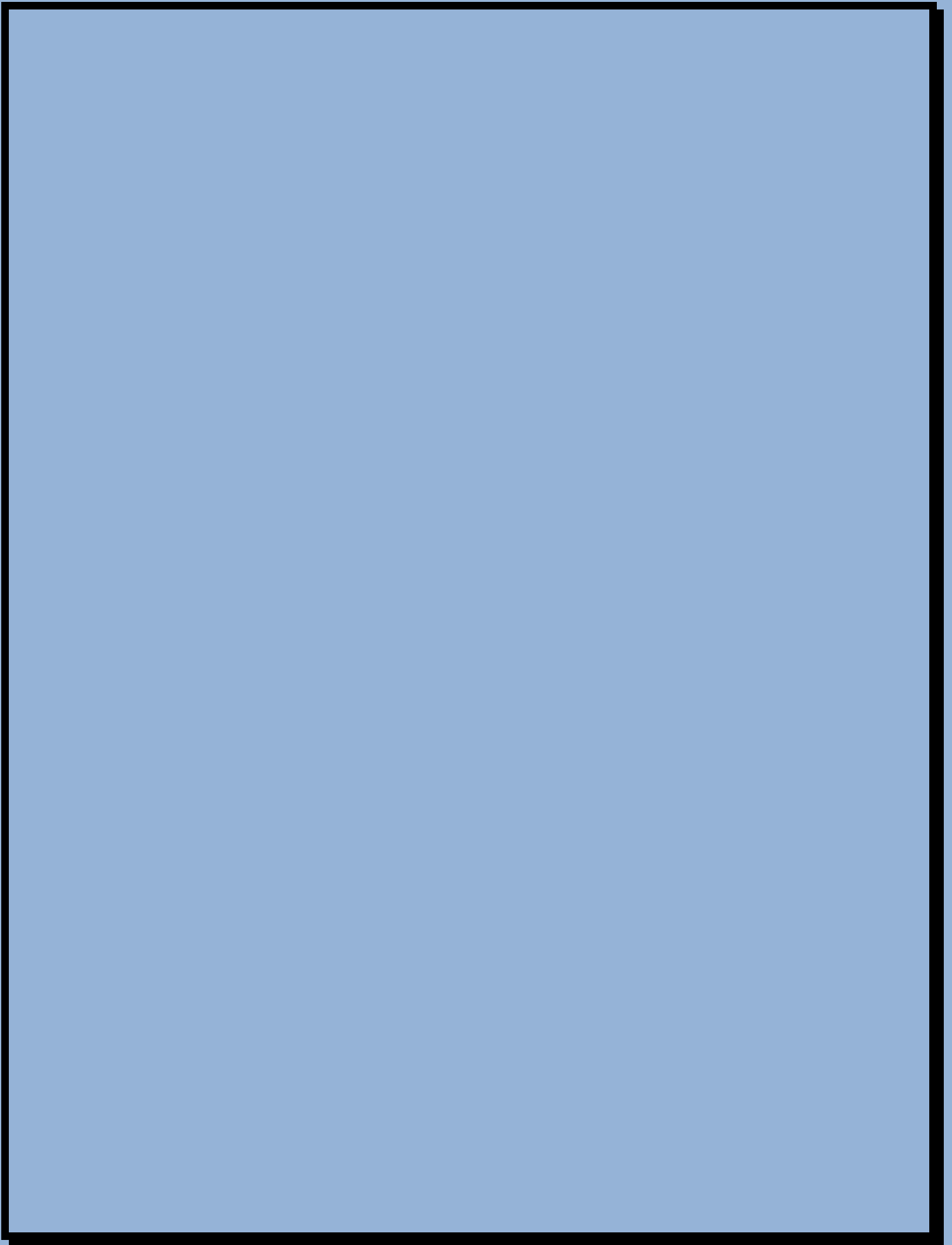
Notice is hereby given that the Town Council of the Town of Smithfield will conduct a public hearing during the course of their open meeting which starts at 7:00 P.M. on Tuesday, January 3, 2023 in the Town Hall Council Chambers located at 350 East Market Street to consider the following request:

CA-22-02 Town of Smithfield: The applicant is requesting an amendment to the comprehensive land use plan that considers removing the proposed third I-95 crossing from its current proposed location.

All interested persons are encouraged to attend. To accommodate disabilities and to comply with ADA regulations, please contact the town office if you need assistance. Further inquiries regarding this matter may be directed to the Smithfield Planning Department at (919) 934-2116 or online at www.smithfield-nc.com.

Run Legal ad in the Johnstonian on December 21 and December 28, 2022.

Consent Agenda Items



The Smithfield Town Council met in regular session on Tuesday, December 6, 2022 at 7:00 p.m. in the Council Chambers of the Smithfield Town Hall, Mayor M. Andy Moore, presided.

Councilmen Present:

Marlon Lee, District 1
Sloan Stevens, District 2
Travis Scott, District 3
Dr. David Barbour, District 4
Stephen Rabil, At-Large
Roger Wood, At-Large

Councilmen Absent

John Dunn, Mayor Pro-Tem

Administrative Staff Present

Michael Scott, Town Manager
Michael Brown, Fire Chief
Ted Credle, Public Utilities Director
Lawrence Davis, Public Works Director
Dr. James Grady, Police Captain
Gary Johnson, Parks & Rec Director
Tim Kerigan, Human Resources/PIO
Eric McDowell, IT Director
Greg Siler, Finance Director
Stephen Wensman, Planning Director

Also Present

Bob Spence, Town Attorney

Administrative Staff Absent

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.

APPROVAL OF AGENDA:

Councilman Barbour made a motion, seconded by Councilman Stevens, to approve the agenda as submitted. Unanimously approved

PRESENTATIONS:

- 1. Proclamation Honoring Chief of Police R. Keith Powell's 30 Years of Service to the Town**
Mayor Moore presented retired Chief of Police R. Keith Powell with the following proclamation and congratulated him on his recent retirement and thanked him for his many years of service with the Town of Smithfield.

In Honor of Chief of Police
Robert Keith Powell's
30 Years of Dedicated Service
to the Town of Smithfield

WHEREAS, on November 30, 2022, R. Keith Powell retired from the Town of Smithfield with 30 years of dedicated service; and

WHEREAS, R. Keith Powell began his career as a Patrol Officer with the Smithfield Police Department in 1994; and

WHEREAS, early in his career, R. Keith Powell functioned as the Housing Authority Officer which would help develop his passion for community policing and service to the citizens; and

WHEREAS, in addition to serving as a Patrol Officer and Housing Authority Officer, R. Keith Powell served as Sergeant, Lieutenant, and Patrol Commander; and

WHEREAS, on October 4, 2016, R. Keith Powell was promoted to Chief of Police where he would lead the Smithfield Police Department until his retirement; and

WHEREAS, throughout his career, R. Keith Powell earned the admiration and respect of the citizens in the Town of Smithfield by volunteering at many community events and even providing food from his own garden to help feed those less fortunate; and

WHEREAS, with kindness, compassion, humility and professionalism, R. Keith Powell imparted on his officers and peers how to be a true servant leader; and

WHEREAS, R. Keith Powell has earned and deserves this public recognition for his many years of service and dedication to the Town of Smithfield.

NOW, THEREFORE, I, M. Andy Moore Mayor of the Town of Smithfield along with the members of the Town Council, express our sincere appreciation to R. Keith Powell for his distinguished service to the Town of Smithfield, and extend our sincere appreciation for his work, and wish him well in his future endeavors.

2. Water Plant Update

Public Utilities Director Ted Credle explained that the purpose of this presentation was to update the Council on the proposed greenway reconstruction and the proposed landscaping that faces North Street. He explained in order to expand the reservoir, a section of the greenway had to be removed. Since there are wetlands in the area, the greenway could not be routed in that direction without the proper permitting and potential financial penalties. The greenway will now be routed around the wetland area to minimize impact to that area. The route remains entirely on Town property north of Buffalo Creek. There is an advantage of utilizing the established Johnston County sewer easement because it will always remain clear of trees and shrubs. The town will likely have to remark certain mile posts along the Greenway as the footages will change, but this route gets us back to the Neuse River as quickly as possible, and also reflects the goal that we were putting it back to as close to the original condition as practical.

Mr. Credle reviewed the proposed landscaping plan for the area that faces North Street. Leyland Cypress trees will be planted on top of a 6-foot-high berm. The fence will be repositioned to 20-25 feet from its original position. The water plant project will be completed at the end of January and the reestablishment of the greenway should occur by the end of February.

Councilman Scott questioned if the proposed route would meet the set back requirements for greenways. Mr. Credle responded there were no set back requirements.

Councilman Scott questioned if the proposed route and landscaping were within budget with the cost projections of the project. Mr. Credle responded he could not provide a definitive answer to that question at this time.

PUBLIC HEARINGS:

Mayor Moore administered affirmations to those that wished to offer testimony during the Public Hearing.

1. Special Use Permit Request – Bobby Huskey (SUP-22-03): The applicant is requesting a special use permit to construct and operate private bar on property located within the B-3 (Highway Entrance Business) zoning district. The property considered for approval is located on the east side of Venture Drive approximately 250 feet south of its intersection with Magnolia Drive and further identified as Johnston County Tax ID# 15L11009M.

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

Planning Director Stephen Wensman explained the applicant was requesting a special use permit for a private bar within the Venture Office Park in accordance with the Town of Smithfield Unified Development Ordinance, Article 6, Section 6, Tables of Uses and Activities. The UDO has no additional supplemental standards for private bars. Venture Business Park is constructed to modern zoning standards and designed with adequate parking to accommodate a wide range of uses that are often found in shopping centers. The applicant has expressed the desire for an outdoor seating area in the future. Staff recommends that any future proposed outdoor seating receive administrative site plan approval and permitting prior to the applicant beginning construction.

Mr. Wensman reviewed staff's opinion of the findings. They are as follows:

STAFF'S OPINION ON THE FINDINGS OF FACT

4.9.4.5.1. The establishment, maintenance, or operation of the special use will not be detrimental to or endanger the public health, safety, or general welfare. The project will not be detrimental to or endanger the public health, safety or general welfare. ***The proposed private bar at this location will not endanger the public and is a common use within the B-3 district zoning district. All public health and safety standards to include fire codes and building codes can and will be met. Therefore, staff believes the special use will not be a deterrent to the public, health, safety or welfare.***

4.9.4.5.2. The establishment of the special use will not impede the normal and orderly development and improvement of the surrounding property for uses permitted in the district. ***The project will not impede the normal and orderly development and improvement of the surrounding property for uses permitted in the district.***

4.9.4.5.3. Adequate utilities, drainage, parking, or necessary facilities have been or are being provided. The development will provide adequate utilities, drainage, parking and necessary facilities. ***The development will have adequate utilities, drainage, parking and necessary facilities.***

4.9.4.5.4. The proposed use shall not be noxious or offensive by reason of vibration, noise, odor, dust, smoke, or gas. ***The use will not create such nuisances.***

4.9.4.5.5. Adequate measures have been or will be taken to provide ingress and egress so designed as to minimize traffic congestion in the public streets. Proper ingress and egress will be provided. ***Adequate ingress and egress will be provided as required.***

4.9.4.5.6. That the use will not adversely affect the use or any physical attribute of adjoining or abutting property. ***The use will have no adverse impacts on the abutting or adjoining properties.***

4.9.4.5.7. That the location and character of the use, if developed according to the plan as submitted and approved, will be in harmony with the area in which it is to be located. ***The proposed bar is adjacent to other retail shopping centers and will be in harmony with the area.***

4.9.4.5.8. The special use shall, in all other respects, conform to all the applicable regulations of the district in which it is located. ***The proposed project will be in conformance with the UDO requirements.***

Planning Staff recommends the Town Council approve the Special Use Permit, SUP-22-03, with one condition based on the finding of fact for special use permits:

1. that any future proposed outdoor seating area receive administrative site plan approval prior to construction.

Planning Director Stephen Wensman has incorporated his entire record and provided it to the Council in written form in the December 6, 2022 agenda packet.

Mayor Moore asked if there were any questions from Council. There were none.

Mayor Moore asked the applicant if he/she agreed with the testimony provided by Mr. Wensman and if he had additional testimony to offer. Bobby Huskey, testified that he was in agreement with the testimony offered by Mr. Wensman

Mayor Moore asked if there was in attendance that was duly sworn in who wished to testify on the matter. There was no one in attendance who wished to testify on the matter.

Councilman Scott questioned if the applicant would be serving beer, wine and liquor. He further questioned if the applicant would be serving food. Mr. Huskey responded that he would like to have food trucks involved. Mr. Wensman stated a separate zoning application would be needed for the use of food trucks and there were additional requirements for food trucks.

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

Councilman Wood made a motion, seconded by Councilman Rabil, to approve SUP-22-03 with one condition based on the Finding of Facts. Councilman Wood, Councilman Rabil, Councilman Lee, Councilman Stevens and Councilman Scott voted in favor of the motion. Councilman Barbour voted against the motion. Motion passed 5 to 1.

Approved Condition:

1. that any future proposed outdoor seating area receive administrative site plan approval prior to construction.
2. Rezoning Request – Highway 70 QOZB, LLC (RZ-22-03): The applicant is requesting to rezone a 9.04-acre tract of land from the LI (Light Industrial) zoning district to the HI (Heavy Industrial) zoning district. The property considered for rezoning approval is located on the southeast end of Gulfstream Court and further identified as Johnston County Tax ID# 15079005D

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

Planning Director Stephen Wensman explained Sanderson Engineering was requesting the rezoning of a 9.04-acre property at the end of Gulf Stream Court from Light Industrial to Heavy Industrial for food (protein) manufacturing use proposed for the site. In 2021, the Town updated UDO Article 6, Table of Uses with the 160D update and with it made food manufacturing a Heavy Industrial use. At times, food manufacturing can emit odors that are unpleasant and can impact adjacent properties. In this case, the proposed use is a company that manufactures protein, and the manufacturing process is expected to emit minimal odors. Furthermore, the use of the site will not create any nuisance issues because the site is surrounded by other industrial properties.

The request for heavy industrial zoning in a light industrial area raises the concern about spot zoning, however, on 12/5/17, a Heavy Industrial Zone was created adjacent to this site to accommodate the Thomas Concrete site development. This current request for rezoning will result in a larger Heavy Industrial Zoning District. The comprehensive plan identified this property for industrial/employment.

Consistency Statement (Staff Opinion):

Planning Staff considers the action to be consistent and reasonable:

- Consistency with the Comprehensive Growth Management Plan -The Comprehensive Plan guides the area for Industrial/Employment.

- Consistency with the Unified Development Code – the site will be developed in conformance with the UDO.
- Compatibility with Surrounding Land Uses - The property considered for rezoning will be compatible with the surrounding land uses which are all industrial and will result in a larger Heavy Industrial area.

Recommendation:

Planning Staff and the Planning Board recommend approval of the rezoning, RZ-22-05, with a statement declaring the request 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.

Planning Director Stephen Wensman has incorporated his entire record and provided it to the Council in written form in the December 6, 2022 agenda packet.

Mayor Moore asked if there were any questions from Council.

Councilman Scott questioned if this proposed rezoning would have any impact on the airport overlay district. Mr. Wensman responded this project would not have any impact.

Councilman Scott questioned if Town utilities would be provided to this property. Mr. Wensman responded that Johnston County provides water and sewer and Duke Energy Progress provides electric.

Councilman Barbour questioned if this was simply to rezone the property at this time. Mr. Wensman responded in the affirmative. Councilman Barbour further questioned if any approved Heavy Industrial use could be constructed on the property once rezoned. Mr. Wensman responded that the owner has indicated that its use would be for food protein manufacturing, but once rezoned, it could be used for any of the approved heavy industrial uses.

Mayor Moore asked if there was anyone in attendance who wished to speak on the matter.

Steven Sanderson of Sanderson Engineering spoke on behalf of the owner. He explained that light industrial uses do not accommodate food manufacturing thus the need for the rezoning. He further explained that water/ sewer services will be provided by Johnston County. There was sewer allocation available that will allow for the construction of the plant and also to begin manufacturing. The manufacturing process was the process of turning soy beans into meat substitutes or protein substitutes for cooking. The building itself would accommodate four lines of manufacturing, each line will employ 12 people on two separate shifts. It is the possibility that 96 employees will work at this facility.

Councilman Stevens questioned the amount of allocation provided from Johnston County. Mr. Sanderson responded he believed it was 12,000 gallons a day at that facility. The water usage will be higher than the sewer usage because water is cooked into the overall product.

Emma Gemmel of Hancock Street questioned if this project would have any type of odor. Mr. Wensman responded the applicant has expressed that there will not be much odor emanating from the business.

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

Councilman Barbour made a motion, seconded by Councilman Rabil, to approve zoning map amendment, RZ-22-05, 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.

3. Unified Development Ordinance Text Amendment Request – Town of Smithfield (ZA-22-01): The applicant is requesting an amendment to Unified Development Ordinances, Article 10, Section 10.114 as it pertains to recreation and park dedication requirements for major subdivisions,

commercial developments, and industrial parks

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

Planning Director Stephen Wensman explained that staff was requesting the Town Council recommend approval of an amendment to the Unified Development Ordinance, Article 10, Section 10.114 as it pertains to recreation and park dedication requirements for major subdivisions.

The Town Council directed staff to review park dedication requirements in the Unified Development Ordinance. As a result, Park Director, Gary Johnson, had the parks consultants, McAdams, to review the Town's park dedication fee-in-lieu requirements. The report found the Town's fee in lieu, currently at 1.75%, to be the lowest in a comparison with peer communities. The report also found the Town's regulation to be out of compliance with the recent 160D enabling legislation. The report suggests the need to increase fee-in-lieu requirements to address parks and recreation needs into the future and provides examples showing fee increases to 2.25% and 3%. Staff has augmented the examples showing increases up to 10%. Staff has drafted the ordinance with a 7% park dedication requirement. This amount was recommended by the Planning Board, but the Council can amend the draft ordinance with a greater or lesser fee-in-lieu amount at the public hearing as it feels is appropriate.

Other changes to Article 10, Section 10.114 Recreation include:

- Changed required fee-in-lieu to be based on appraised tax value to be in compliance with 160D. The current ordinance requires the fee to be based on an independent appraisal.
- Aligned the applicability section to match the 160D more closely as it pertains to applying park dedication funds to improvements to the "immediate area".
- Amended the exceptions section. Eliminated the subsection that pertains to land dedication less than 2000 sq. ft. Parks that small don't address recreation needs and the Town Council already can require park fee in lieu.
- Amends section 10.114.2.3 pertaining to greenway connections. The Council reviews plats and can already conditionalize connections to adjacent greenways. The dimensions in the ordinance are too rigid and the requirement should be left to the discretion of the Town Council.
- Removed all sections related to commercial park dedication or fee in lieu. Staff could find no other community in North Carolina that requires commercial park dedication. Parks consultants concur that there is no legal basis for the fees.
- Off-street Parking section was deleted and now refers to the Article 10, Part I Off-Street Parking and Loading Requirements to avoid duplication of, or inconsistent requirements in the UDO.
- In Section 10.114.7, the required recommendation by Recreation and Parks Advisory Council was deleted. Plat review by the Advisory Board is not a Town practice.
- In Section 10.114.7, the provision that gives park dedication credit for private parks has been deleted. Private parks do not meet a public purpose.
- The section that allows fees to be paid 1-year after preliminary plat was deleted. The Town has no process to collect fee-in-lieu except at final plat.

Consistency Statement (Staff Opinion):

Staff finds the zoning text amendment as proposed consistency with the Town of Smithfield Comprehensive Growth Management Plan and other adopted plans, and that the amendment is reasonable and in the public interest.

Recommendation:

Planning Staff recommend the Town Council recommend approval of the zoning text amendment, ZA-22-01, 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 the Council in written form in the December 6, 2022 agenda packet.

Mayor Moore questioned if the fee would be based off appraised value or tax value. Mr. Wensman responded to be in compliance with NCGS 160D, the fee would be based on appraised tax value.

Mayor Moore asked if there were any questions from Council.

Councilman Barbour stated that in a previous meeting, staff recommended a 7% increase. He asked why staff had increased that amount to 10%. Mr. Wensman explained that staff was instructed by the Council to increase the percentage so that Council could determine which percentage they would like to adopt.

Councilman Scott questioned the current percentage being used by the Town. Mr. Wensman responded that percentage was 1.75%,

Councilman Scott stated it was important for the public to understand that this change has no impact on current residents. This amendment was about developer fees related to green space and parks.

Mayor Moore asked if there was anyone in attendance who wished to speak on the matter.

Pam Lampe of North Second Street questioned if an independent appraisal would be needed for the tax value versus tax value appraisal. Mr. Wensman responded the current ordinance requires an independent appraisal. The new ordinance would require the assessed tax value as that is what the legislature seemed as the number to use.

Councilman Stevens questioned how the collected fees could be used. Mr. Wensman responded those funds are restricted for park purposes.

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

Councilman Barbour made a motion, seconded by Councilman Wood, to approve of zoning text amendment, ZA-22-01, finding the amendment 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.

**ORDINANCE # ZA-22-01
AN ORDINANCE TO AMEND THE TOWN OF SMITHFIELD
UNIFIED DEVELOPMENT ORDINANCE
ARTICLE 10, Section 10.114 Recreation.**

WHEREAS, the Smithfield Town Council wishes to amend certain provisions in the Town of Smithfield Unified Development Ordinance by making changes to Unified Development Ordinance Section 10.114 as it pertains to Recreation.

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 the following Articles are amended to make the following changes set forth in the deletions (strikethroughs) and additions (double underlining) below:

[Revise Article 10, Section 10.114. Makes required 160D changes, amends exceptions, Eliminates Park dedication credit for private recreation, removes park dedication for commercial subdivisions, amends the time fee in lieu is paid and other minor changes.]

PART 1

That the Unified Development Ordinance shall be page numbered and revision dated as necessary to accommodate these changes.

Section 10.114 Recreation.
10.114.1. Applicability.

Every person, firm, or corporation who subdivides land for residential and/or nonresidential purposes shall be required to dedicate a portion of such land for the purpose of public recreation/open space, including the preservation of natural and cultural resources, serving residents of the development or subdivision or more than one subdivision or development within the immediate area, to serve the leisure needs of the residents of the subdivision and the Town of Smithfield (if recreation area is publicly dedicated).

10.114.2. Exceptions.

10.114.2.1. If dedicated land is to be less than 2,000 square feet, and where that area cannot be combined with an existing or planned recreation area, then provision or dedication of that area will not be required. and a fee in lieu of land dedication will be required in accordance with Section 10.114.8.

10.114.2.2. If the Town Council determines that assembling a piece of land to meet the requirements of this section, either (a) would create undue hardships, or (b) is not necessary because the needs of the subdivision are already being met by dedicated land, or the proposed land dedication does not meet the recreational needs of the area, it may waive any requirements of that subsection. require fee in lieu of land dedication in accordance with Section 10.114.8.

10.114.2.3. If the site abuts designated greenways or future greenways on the Town's Land Use Plan, then provision or dedication of land will not be required. The Planning Board may recommend, and the Town Council may require, the dedication of a connecting path to the designated or future greenway. Where a connection path is necessary, a path of up to 50 feet may be required, but in no case shall the path be less than 30 feet in length. Also, the path must connect with an existing street that is accessible to all residents of the subdivision.

10.114.3. Dimensional Requirements.

At least one fifty-seventh seven percent of an acre (1/57) (.07%) shall be dedicated for each dwelling unit planned or provided for in the subdivision plan, except where land is located in the flood plain of a stream or river as indicated by the flood plain maps of the Federal Insurance Administration and/or is characterized by steep slopes (15% or greater), then at least ten percent one-twentieth (1/20) (10%) of an acre of such land shall be dedicated for each dwelling unit.

The total land area dedicated as part of a nonresidential subdivision shall be determined by an analysis of the site, the use(s) to be located thereon, and the designation of recreation and/or open space sites as shown on the adopted Land Use Plan. The site analysis shall be prepared by the applicant and shall identify in written and graphic form those areas characterized by steep slopes (15% or greater), flood plains and wetlands, rock outcroppings, mature woodlands (trees of 18 inches or greater in diameter), existing structures and cemeteries, and lakes, ponds, rivers and other water sources. A written and graphic description shall also be submitted by the applicant which identifies the proposed use of each lot in the subdivision, the approximate amount of building and parking coverage for each lot, and the approximate number of employees associated with each use.

10.114.4. Site Suitability.

Land provided or dedicated for active recreational purposes shall be of a character, slope, and location suitable for use as play areas, tennis courts, multi-purpose courts, picnic areas, ball fields, and other similar recreation uses. Active recreation areas shall be located on land that is relatively flat (0 to 7-1/2% slopes), free of wetlands and/or flood plains, free of easements for public utility transmission lines, and is otherwise capable of accommodating active recreation uses.

Land provided or dedicated for passive recreation and open space purposes shall be of a character, slope, and location suitable for use for walking, jogging, reading, and similar quiet activities, and the preservation of natural features and cultural resources such as steep slopes, rock outcrops, native plant life and wildlife cover, mature woodlands, and water resources.

In all cases, active and passive recreation sites as well as open space areas designated on the adopted Land Use Plan shall be incorporated into the design of the subdivision. Criteria for evaluating the suitability of proposed recreation areas shall include, but not be limited to, the following:

10.114.4.1. Location. Land dedicated for recreation purposes shall be located so as to serve the needs of the residents of the subdivision and the residents of the immediate neighborhood

within which the subdivision is located. Recreation areas shall be located where more land better suited for recreational purposes due to shape, level slopes, and/or dry soil conditions is present. Where proposed park sites are shown on the adopted Land Use Plan, and a subdivision contains a portion of the park site, then the developer may be required to locate the recreation area in accordance with the park site as shown thereon.

10.114.4.2. Unity. Land dedicated for recreation purposes shall be a single parcel except where it is determined that two or more parcels are suited to the needs of a particular subdivision. The Planning Board may recommend, and the Town Council may require, the dedication of a connecting path in addition to other land as may be required by this Ordinance. Where a connecting path is necessary, a path of up to 50 feet in width may be required, but in no case shall the path be less than 30 feet in width.

10.114.4.3. Accessibility. Land dedicated for recreational purposes shall have at least 50 feet of frontage on at least one street within the subdivision. Where a recreation area is not accessible due to lot arrangement, the Planning Board may recommend, and the Town Council may require, the dedication of connecting paths which link the recreation area with other streets within the subdivision. Connecting paths so required shall be in addition to other land as may be required by this Ordinance. Connecting paths of up to 50 feet in width may be required, but in no case shall the paths be less than 30 feet in width.

10.114.4.4. Usability. The dedicated land shall be usable for recreation. Lakes may not be included in computing dedicated land area unless acceptable to the Planning Board. Where the Planning Board determines that recreation needs are being adequately met, either by other dedicated parcels or existing recreation facilities, then land that is not used for recreation may be dedicated as open space.

10.114.5. Recreation Facilities. Private recreation facilities, either required or provided at the option of the applicant, shall meet the standards for site improvements contained herein. When choosing improvements for a recreational area, the anticipated characteristics and needs of the residents shall be considered in conjunction with the size of the development, any physical constraints posed by the site, and the availability of other improvements within the same general area as the subdivision. As an example, the existence of a public multi-purpose court in an adjacent, existing subdivision and the availability of the facility for use by residents of the proposed subdivision may indicate to the applicant that another facility, such as a tennis court, would be more appropriate. Recreation facilities which are suitable for various age groups include, but are not limited to, those shown on the following pages. Trash receptacles shall be provided for all recreational areas regardless of the number and type of other improvements located thereon. The owner/developer may choose from the following recreational facilities. Other recreational facilities such as disk golf may be approved by the UDO Administrator. Dedicated public recreational facilities shall adhere to these standards.

**RESIDENTIAL RECREATION FACILITY DEVELOPMENT STANDARDS
FACILITY REQUIREMENTS PER DWELLING UNIT**

Facility	Recommended Space Requirements	Recommended Size and Dimensions	Recommend Orientation
Tot Lot. 1. Enclosed play area with play apparatus and sand box. 2. Open, turfed area for active play. 3. Shaded area for quiet activity.	2,000 - 4,000 sq. ft.	Enclosed play area of 21 sq. ft. per family. Turfed area and shaded area of at least 40 sq. ft. each.	None specified.

Facility	Recommended Space Requirements	Recommended Size and Dimensions	Recommend Orientation
Basketball Court	4,400 - 8,000 sq. ft.	46' x 74' to 50' x 94' Court dimensions with 5' unobstructed space on all sides.	Long axis north - south.
Badminton Court	1,500 -2,600 sq. ft.	Singles-17' x 44' Doubles- 20' x 44' with 5' unobstructed space on all sides.	Long axis north - south.
Tennis Courts	6,200 -8,400 sq. ft.	36' x 78' with 12' clearance on both sides; 21' at both ends.	Long axis north - south.
Volleyball Court	2,800 - 4,000 sq. ft.	30' x 60' with 10' clearance on all sides.	Long axis north-south.
Softball Field	1.5 - 2.0 acres.	Baselines-65'. Pitching distance 40'-46'. Field radius from plate 275' between foul lines.	Locate home plate so pitcher throwing across sun and batter not facing it. Line from home plate through pitchers mound runs east-north-east.
Soccer Field	1.7-2.1 acres	195' to 225' x 300' to 360' with 10' minimum clearance on all sides.	Fall season-long axis northwest to southeast; for longer periods, north to south.
Handball Court (3-Wall)	1,000 sq. ft.	20' x 40'- Minimum of 10' to rear. Minimum 20' overhead clearance.	Long axis north south. Front wall at north end.

Handball Court (3-Wall)	1,000 sq. ft.	20' x 40'- Minimum of 10' to rear. Minimum 20' overhead clearance.	Long axis north south. Front wall at north end.
Swimming Pool	0.5-2.0	Minimum of 27 sq. ft. of water surface per swimmer. Ratio of 2:1 deck vs. water.	None-although care must be taken in siting of lifeguard stands in relation to afternoon sun.
Pedestrian Paths	None	Well defined head room with maximum 10' width. Maximum average grade 5%, not to exceed 15%. Path width 6'-8'.	None
Shuffleboard	570 sq. ft.	10' x 52' with 2.5' clearance at both ends. 2' clearance on both sides.	Long axis north-south.

Horseshoes	240 sq. ft.	6' square pitchers box. Steel stakes 1" diameter, 14" above ground, spaced 40' apart.	Long axis north-south.
Croquet Court	1,800 sq. ft.	25' x 55' playing area with 2.5' clearance on all sides.	Long axis north-south.
Park bench, picnic tables and grills, and trash receptacles.	One picnic table per 50 residents 50 sq. ft. of land per table.	Minimum table dimensions- 36"W x 72"L x 30"H. Tables, benches, and other similar facilities securely anchored to ground.	None other than provision of shading for picnic tables and benches.
Picnic shelter structure.	One open shelter per 60 residents.	Minimum shelter dimensions - 20' x 30' with minimum of 10 picnic tables and accompanying benches located therein and securely anchored to ground. Fire place shall be installed at one end.	None.

In addition to land provided or dedicated for active recreation purposes, sufficient area shall be provided to make available a minimum of five off-street parking spaces for the first two acres of each recreation site and one space for each additional acre thereafter.

Where any of the following facilities are also provided, off-street parking as required shall be provided in addition to the general standard above.

Swimming pool	One space for each five patrons
Soccer and ball fields	Eight spaces per acre
Tennis/handball courts	Two spaces per court
Picnic Shelter area	One space for each ten patrons
Basketball courts	Five spaces per court

Off-street parking shall comply with UDO Part I.

Each off-street parking space shall be a minimum of nine feet in width and 18 feet in length. A minimum back-up aisle of 24 feet in width shall be provided for access to and from each space. Bay parking is prohibited, and entrance to and exit from each parking area shall be by forward motion of the vehicle. One of the parking spaces provided must be barrier-free and identified for use by individuals with physical disabilities. Handicapped spaces shall be at least 12 feet in width and shall be designed as follows:

10.114.5.1. So that handicapped individuals are not compelled to wheel or walk behind parked cars;

10.114.5.2. So that handicapped individuals can get into and out of an automobile onto a level surface, suitable for wheeling and walking; and

10.114.5.3. In conjunction with sidewalk cut-ways and/or ramps, not exceeding 5% slope.

10.114.6. Flexibility in Administration Authorized.

10.114.6.1. The requirements set forth in this article concerning the amount, size, location and

nature of recreational facilities and open space to be provided in connection with multi family residential, manufactured home park developments, and subdivisions are established by the Council as standards that presumptively will result in the provision of that amount of recreational facilities and open space that is consistent with officially adopted Town plans. The Council recognizes, however, that due to the may be deviated from due to the particular nature of a tract of land, or the nature of the facilities proposed for installation, or other factors, if: the underlying objectives of this article may be achieved even though the standards are not adhered to with mathematical precision. Therefore, the Town Council may permit minor deviations from these standards whenever it determines that: (i) the objectives underlying these standards can be met without strict adherence to them; and (ii) because of peculiarities in the developer's tract of land or the facilities proposed it would be unreasonable to require strict adherence to these standards.

10.114.6.2. Whenever the permit issuing board authorizes some deviation from the standards set forth in this section pursuant to subsection 10.114.6.1, the official record of action taken on the development application shall contain a statement of the reasons for allowing the deviation.

10.114.7. Method of Provision or Dedication.

Land dedicated for public recreation area as required by this Ordinance shall be designated on both the preliminary and final plat(s) of the subdivision and must be dedicated to an appropriate unit of local government. Determination of the appropriate unit of local government shall be made by the Town Council, upon recommendation from the Recreation and Parks Advisory Council and the Planning Board. Acceptance of the dedication may be one in trust if deemed appropriate by the Town Council.

Land provided for private recreation purposes must be conveyed to the trustees provided in an indenture establishing an association of homeowners. The recreation area must be conveyed to the trustees subject to covenants and easements to be approved by the Planning Board and Town Council and which provide for the continued maintenance and control of the recreation area in a manner which assures its continuing use for its intended purpose. Where the recreation area is conveyed to a homeowners' association, the subdivider shall file a declaration of covenants and restrictions in accordance with the provisions of Section 5.8 Subdivision Procedures of this Ordinance.

10.114.8. Payments in Lieu of Dedication.

Any subdivider required to dedicate recreation area pursuant to this Ordinance may, with the approval of the Town Council, make a payment in lieu of dedication or make a combination of land dedicated and payment. Before approving a payment in lieu of dedication, the Town Council shall find that no recreation and/or open space sites have been designated on the adopted Land Use Plan for the property in question.

The payment in lieu of dedication shall be equal to the appraised tax value of the required acreage of land within the subdivision. based on an appraisal prepared by a licensed appraiser and submitted by the developer. If the Town disagrees with the submitted appraisal, it may have a second appraisal prepared. If the appraisals are within 15% of each other, the developer's appraisal will be utilized to establish value. If the appraisals differ by more than 15%, the value will be based on the average of the two appraisals.

Where a combination of land dedication and payments in lieu are approved, the subdivider shall be given a credit equivalent to the appraised tax value per acre of land dedicated for recreation purposes. The credit amount shall be determined by multiplying the number of acres to be dedicated by the appraised tax value per acre. If the total payment in lieu as determined above is larger than the credit amount, the subdivider shall pay the difference between the two amounts. If the credit amount is larger than the total payment in lieu as determined above, no additional payment in lieu is required. However, the subdivider may not transfer the excess credit from one subdivision to another.

Upon approval by the Town Council, payment in lieu of dedication shall be made at the time of final subdivision plan approval or within one year of approval of the preliminary subdivision plan,

whichever occurs first. All monies received by the Town of Smithfield pursuant to these requirements shall be used only for the acquisition and development of recreation, park, and open space sites to serve the residents of the development and the residents of other developments in the immediate area neighborhood within which the development is located. The Town Council shall also have the authority to sell land dedicated pursuant to these provisions with the proceeds of any such sale used solely for the acquisition of other recreation, park, or open space sites within the immediate area neighborhood within which the development is located.

PART 2

That the Unified Development Ordinance shall be page numbered and revision dated as necessary to accommodate these changes.

PART 3

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

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

CITIZEN'S COMMENTS:

- Pam Lampe of North Second Street stated her neighborhood would like to have input on the landscaping of the water plant project. She and her neighbors would like to meet with Mr. Credle on the landscaping and trail relocation. She stated that many of her neighbors would like more substantial landscaping and fencing. Town Manager Michael Scott responded that the purpose of updating the Council on the water plant project was to enlighten everyone on the progression and the proposed future of the project. He explained that ultimately the plan came down to budgeted funding for the project. The Town Manager further explained that Mr. Credle could meet with Mrs. Lampe and the neighborhood and bring those ideas back to the Council for consideration. Mayor Moore stated there were not additional funds in the project's budget for additional landscaping.
- Elizabeth Temple of Chestnut Drive explained that the Smithfield Selma High School basketball court would be dedicated to late coach Carl Spraggins. She also explained that she has done extensive research on Smithfield and Johnston County's history. She stated she would like the Towns of Smithfield and Selma to collaborate on an event to honor the legacy of Dr. Martin Luther King, Jr. to be held at Smithfield Selma High School in January.

CONSENT AGENDA:

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

1. The following minutes were approved:
 - November 1, 2022 – Regular Meeting
 - November 1, 2022 – Closed Session
2. Temporary Use Permit Application – Phantom Fire Works was granted approval to sell firework in the Walmart Parking Lot December 27, 2022 through December 31, 2022
3. Career Ladder Promotion: Approval was granted to promote a Police Officer II to the rank of Master Police Officer

4. Adoption of Resolution No. 715 (20-2022) allowing retiring Master Police Officer Harold Sinclair to purchase his service badge and weapon.

TOWN OF SMITHFIELD
RESOLUTION NO. 715 (24-2022)
AWARDING BADGE AND SERVICE WEAPON TO
RETIRING MASTER POLICE OFFICER HAROLD WAYNE SINCLAIR

WHEREAS, NCGS § 20-187.2 provides that retiring members of municipal law enforcement agencies may receive, at the time of their retirement, the badge worn or carried by them during their service with the municipality; and

WHEREAS, NCGS § 20-187.2 further provides that the governing body of the municipal law enforcement agency may, in its discretion, award to a retiring member the service weapon of such retiring member; and

WHEREAS, Master Police Officer Harold Wayne Sinclair has served as a sworn law enforcement officer in North Carolina for 30 years with three of those years as a member of the Smithfield Police Department. MPO Sinclair will be retiring from the Smithfield Police Department on December 31, 2022.

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Town Council do hereby declare the service firearm (Glock 45, Serial Number BSTD920) and badge used by Master Police Officer Harold Wayne Sinclair during his service with the Town of Smithfield as surplus property and be awarded to him at a cost of \$1.00 on his retirement.

5. Adoption of Resolution No. 716 (25-2022) accepting public dedication of public lands or facilities for streets, parks, and public utility lines for Franklin Towns

RESOLUTION NO. 716 (25-2022)
RESOLUTION ACCEPTING DEDICATION TO THE PUBLIC OF
RIGHTS-OF-WAY AND EASEMENTS ON SUBDIVISION PLAT

WHEREAS, G.S. 160D-806 authorizes the Town Council to accept by resolution any dedication made to the public of land or facilities for streets, parks, public utility lines, or other public purposes, when the lands or facilities are located within its subdivision-regulation jurisdiction; and

WHEREAS, the Smithfield Planning Department has acted to approve the preliminary plat named in this resolution on 03/01/2022; and,

WHEREAS, the preliminary plat named in this resolution contain dedication to the public of lands or facilities for streets, parks, public utility lines, or other public purposes; and

WHEREAS, the Smithfield Town Council finds that it is in the best interest of the public health, safety, and general welfare of the citizens of the Town of Smithfield to accept the offered dedication on the plat named in this resolution.

NOW, THEREFORE, BE IT RESOLVED by the Smithfield Town Council, North Carolina:

Section 1. The Town of Smithfield accepts the dedication made to the public of lands or facilities for streets, parks, public utility lines, or other public purposes offered by, shown on, or implied in the following approved subdivision final plat:

Franklin Townes Subdivision Phase 1A & 1B Map Book _____ Page _____

Section 2. Acceptance of dedication of lands or facilities shall not place on the City any duty to open, operate, repair, or maintain any street, utility line, or other land or facility except as provided by the ordinances, regulations or specific acts of the Town, or as provided by the laws of the State of North Carolina.

Section 3. Acceptance of the dedications named in this resolution shall be effective upon adoption of this resolution.

6. Adoption of Resolution No. 717 (26-2022) awarding a financing contract to Truist bank for the knuckleboom purchase

7. Board Appointments

- Doris Wallace was reappointed to serve a second term on the Planning Board.

8. New Hire Report

<u>Position</u>	<u>Department</u>	<u>Budget Line</u>	<u>Rate of Pay</u>
Firefighter I (2)	Fire	10-20-5300-5100-0200	\$18.81/hr. (\$41,081.04/yr.)
P/T Collections Assistant	PU-Electric/CS	31-72-7230-5100-0200	\$13.85/hr.
P/T Firefighter	Fire	10-20-5300-5100-0210	\$17.60/hr.
PT/ SRAC Staff	P&R – Aquatics	10-60-6220-5100-0210	\$10.00/hr.
P/T Staff	P&R – Aquatics	10-60-6220-5100-0210	\$10.00/hr.
P/T Staff	P&R – Recreation	10-60-6200-5100-0210	\$10.00/hr.
Volunteer Firefighter (2)	Fire	10-20-5300-5100-0220	Varies – Call Compensation

Current Vacancies

<u>Position</u>	<u>Department</u>	<u>Budget Line</u>
Electric Line Technician	PU – Electric	31-72-7230-5100-0200
Equipment Mechanic	PW – Garage	10-60-6200-5100-0200
Police Officer	Police	10-20-5100-5100-0200
Sanitation Equipment Operator	PW – Sanitation	10-40-5800-5100-0200
Utility Line Mechanic	PU – Water/Sewer	30-71-7220-5100-0200

BUSINESS ITEMS:

1. Consideration and request for approval of contracts to approve an increase in cost for the Police Department Expansion Project

Town Manager Michael Scott informed the Council that Police Department expansion project has been ongoing. He explained that the project has begun to expand outside its original budget. This was a design build project and thus a contingency budget was not included. There were some necessary change orders you have received information on that were approved that included undercut and backfill the site stormwater management, additional stormwater management that had to be done, and the milling of Fifth Street and the repair of the street. At the same time, those change orders equated to 171,000. At this point, the design build contractor Todd Waddell is here he is asking for an additional \$267,000. He is here to explain why those increases have taken place, which, of course we're seeing a lot of things increase with supply and demand and material costs.

Mr. Waddell explained the pandemic has caused inflated costs in construction and there have been supply chain issues. He explained the increased costs of materials. He explained the overall cost of construction has increased by 19.2%

Mayor Moore stated that it was his understanding that the design build concept would eliminate the increased costs. He stated that while he understood inflation and increased costs, but at some point government agencies could not continue to see increased costs such as these.

Town Engineer Bill Dreitzler stated that he understood Mayor Moore's concerns. Todd and his team have changed the design several times to reduce the cost. He further explained that the contractor cannot get a supplier to commit more than 30 days. Mr. Dreitzler stated he was confident that the design build concept was the right avenue for this project.

Councilman Scott questioned if the contractor would move forward with ordering the needed materials so there would not be future price increases. Mr. Waddell responded there would not be any more increased costs.

Councilman Scott questioned if the parking lot change was included in this. The Town Manager

responded that was not a part of this project.

Councilman Barbour questioned if the Council could view the new layout of the building. Brian Jones the architect for the project responded the floorplan had not changed. Structural modifications were made to improve the schedule and the approved budget.

Councilman Scott questioned how the Town would pay for the additional funds needed. The Town Manager responded it was his recommendation to use American Rescue Plan funds for the \$267,000 needed.

Mayor Moore suggested contacting members of the state legislature for some additional funding.

Councilman Scott made a motion, seconded by Councilman Barbour, to approve the increased cost as presented with the consideration of using ARPA funds. Unanimously approved.

2. Consideration and request for approval to adopt Ordinance No. 515, amending Chapter 18, Article III, Division 1, Section 18-76 (d) "Connection Requirement" in the Town's Code of Ordinances

Planning Director Stephen Wensman addressed the Council on a request to an amendment to the Town of Smithfield's Code of Ordinances Chapter 18, Article III, Division 1, Section 18-76 (d) regulating when water and sewer connection is required. The NC Statute 160A-317, allows the town the ability to require connection to town water and sewer within the city limits and within a reasonable distance of any water line or sewer collection line. The Town's current ordinance requires connection to sewer and water if a building or structure to be served is located less than one hundred (100) feet from an existing public water or sewer line that reasonably can serve such property and no easement is required to be purchased for the connection. This regulation is very lenient as compared to what is typical in other communities and is not in the best interest of the Town. The Proposed ordinance would require connection: If the property is within 300 lineal feet to a water/sewer line and water/sewer to be extended the length of the property and to adjacent parcels.

Councilman Barbour made a motion, seconded by Councilman Rabil, to amend Chapter 18, Article III, Division 1, Section 18-76 (d) of the Town's Code of Ordinances. Unanimously approved.

TOWN OF SMITHFIELD
North Carolina
ORDINANCE NO. 515

AN ORDINANCE TO AMEND THE TOWN OF SMITHFIELD CODE OF ORDINANCES CHAPTER 18- UTILITIES, ARTICLE III, DIVISION 1, CONNECTION TO THE WATER AND SEWER SYSTEM WHERE SERVICE IS AVAILABLE.

WHEREAS, Chapter 18 of the Town of Smithfield's Code of Ordinances outlines utility regulations; and

WHEREAS, Chapter 18 Article III, Division 1 of the Town of Smithfield's Code of Ordinances regulates connection to the water and sewer system where service is available: and

WHEREAS, the Utility Director is requesting the Ordinance be amended to update the regulations for when connection to water and sewer is required.

NOW THEREFORE BE IT ORDAINED by the Town Council of the Town of Smithfield:

PART I

[Strike Chapter 18, Article III, Division 1, Section 18-76 (d) and replace with new regulation]
ARTICLE III. - CONNECTION TO THE WATER AND SEWER SYSTEM

DIVISION 1. - CONNECTION TO THE WATER AND SEWER SYSTEM WHERE SERVICE IS AVAILABLE

Sec. 18-76. - Connection required.

- (a) Every person who owns unimproved property within the corporate limits of the town shall be required, at the time such property is improved, to connect such improved property to the public water and sewer systems unless service is not available (as defined in subsection (e)).
- (b) Every person who owns property within the town that is improved on the effective date of this chapter but that is not connected to the town's sewer system shall connect to this system within thirty (30) days after being notified by the town to connect such improved property. Such notice shall be sent only if it is determined, after consultation with the county health department, that the property in question is not being served by an adequately functioning ground absorption sewage disposal system.
- (c) If both water and sewer service are available to a lot, then no new connection may be made onto the sewer system unless a connection is also made onto the water system.
- (d) In accordance with G.S. § 160A-317, any property proposing to develop within the town limits and within 300 linear feet of any water line or sewer collection line owned, leased as lessee, or operated by the town or on behalf of the town shall extend and connect, unless it is determined by the town, in its sole discretion, that connection to the property is not feasible. The minimum distance for the extension of water mains or sewer mains shall be determined by the town. In general, the minimum distance for extension shall be one platted block, or in the case of water mains, from main line valve to valve, and in the case of sanitary sewers, from manhole to manhole. However, in no case shall water and sewer lines be extended less than the entire length of the developer's property and to adjacent parcels. For purposes of this chapter, water or sewer service (respectively) is "not available" if the building or structure to be served on the property is located more than one hundred (100) feet from an existing public water or sewer line that reasonably could serve such property. In addition, no property owner shall be required to connect to the public water or sewer system if he must first purchase an easement in which to install water or sewer lines.
- (e) As used in this section, the term "improved property" means property that has been developed for any use that requires a supply of water or the availability of sewage treatment or disposal facilities.

PART II

That this amendments to the Town of Smithfield's Code of Ordinances shall become effective upon adoption.

3. Consideration and request for approval to approve a Certified Action by the Town Council as it relates to the Old Town Hall

Town Attorney Bb Spence addressed the Council approval of a certified action the Town Council. He explained this was an effort to comply with NCGS 160A. That statute basically provides for the Town to pass an ordinance that designates a certain area as in special need of revitalization for the benefit welfare of citizens. In order to have available all those procedures, we're bringing this in front of you tonight, it will trigger some possible some issues where the building inspector can give notices about complaint system property administratively and even hold hearings, which can try to address the conditions of the property in the context of the State Building Code, you have to have to pass those procedures are set out miss that too. Staff was requesting that the Council designate the old Town Hall building as areas as in special need of revitalization.

Councilman Barbour questioned if the Council was still moving forward with condemnation of the property. Mr. Spence responded this was the newest means provided by the updated statute to address this property.

Councilman Barbour made a motion, seconded by Councilman Rabil, to approve the certified action by the Town Council as it relates to the Old Town hall building. Unanimously approved.

4. Bid award to JLP Carpentry for the replacement of the roof and windows at the

Community Park Concession Stand

Parks and Recreation Director Gary Johnson addressed the Council on a request for roof and window replacement of the Community Park Concession Stand. He explained \$30,000 was allocated was allocated for this project. Staff sent out bids twice for this project and the lowest bid received was from JLP Carpentry in the amount of \$35,500 which is \$5,500 over budget. Staff was requesting that general fund contingency funds be used for the shortfall.

Councilman Scott made a motion, seconded by Councilman Barbour, to approved the request. Unanimously approved.

5. Consideration and request for approval to purchase the Rescue Truck for the Fire Department

Fire Chief Michael Brown addressed the Council on a request to purchase a Rescue Truck for the Fire Department. He explained the new rescue truck was approved in the 2022 - 2023 budget using funds from the American Rescue Plan Act (ARPA). The budgeted price was \$875K but due to price increases and supply chain issues, the price has increased from \$995K up to 1.1 million with a delivery date of at least 24 months.

Councilman Scott questioned if the cost of the truck would increase since it takes 2 years to build. Chief Brown stated that once the contract was signed, the cost could not increase. The Town Manager stated that the quotes obtained by Chief Brown were only good for 30 days.

The Town Manager stated that \$875,000 of American Rescue Plan Act funds were set aside for the purchase of this rescue truck. He further stated the Council could use those funds and take a loan for the remaining balance. It could use funds balance for the remaining balance or funds could be set aside during the budget process for the remaining balance since there was a 2-year manufacturing period.

Councilman Barbour made a motion, seconded by Councilman Rabil, to approve the purchase of the Rescue Truck for the Fire Department. Unanimously approved.

6. Consideration and request for approval to adopt the 2023 Town Council Meeting Schedule

Town Manager Michael Scott presented the Council with the 2023 Town Council Meeting schedule. He stated the only two months in conflict were July and November. July because the Independence Day holiday was on the first Tuesday of the month which was a regular Council meeting date. Staff was recommending moving that meeting to July 11th. In November, municipal elections would be held on the first Tuesday of the month. Staff was recommending that meeting be held on November 14th.

Councilman Lee stated that the first Tuesday in August is National Night Out. He asked that the August meeting be moved to the following Tuesday.

Councilman Wood made a motion, seconded by Councilman Stevens, to adopt the 2023 Meeting Schedule. Unanimously approved.

The meeting dates are as follows:

January 3rd, February 7th, March 7th, April 4th, May 2nd, July 11th, August 8th, September 5th, October 3rd, November 14th, and December 5th

Councilmembers Comments:

- Mayor Moore wished Councilman Lee a happy birthday. He expressed his appreciation to Downtown Development and the Parks and Recreation Department for a successful tree lighting event.
- Councilman Scott wished everyone a Merry Christmas and asked that the less fortunate be remembered during the holiday season.
- Councilman Barbour stated there had been regular activity in the Drone Park.

- Councilman Lee stated that Ms. Temple's comments tonight about Dr. King sparked him tonight. He stated last month he received a few text messages. He explained that the Chairman of the Planning Board, a contractor for the Town and a former candidate for the school board claimed that Councilman Lee was a racist. Councilman Lee stated he has been in the Johnston County School System for 22 year. He teaches white children and coaches white children. Also, during the pandemic, he was instrumental in opening the Progressive Men's Club as a Covid testing site. In the wake of George Floyd's murder, he helped stop potential riots. He explained that during that time, there was racist comments from the owner of the local Chik-Fil-A. He stated he had issues with people talking about him when those people did not even know him. Councilman Lee stated these issues were in the Manager's hands to deal with. He stated there were issues in the Police Department and the Parks and Recreation Department. He stated there were issues in the Town.

Town Manager's Report:

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

- December 8, Christmas Parade Downtown starts at 7:00 pm. Town Hall would be opening and serving hot chocolate and cookies

Closed Session: Pursuant to NCGS 143-318.11 (a) (5) & (6)

Councilman Wood made a motion, seconded by Councilman Stevens, to enter into Close Session pursuant to the aforementioned statute. Unanimously approved at 9:26 pm.

Reconvene in Open Session

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

No action taken following Closed Session

Adjourn

Having no further business, Councilman Barbour made a motion, seconded by Councilman Rabil, to adjourn the meeting. The meeting adjourned at approximately 10:18 pm.

M. Andy Moore, Mayor

ATTEST:

Shannan L. Parrish, Town Clerk



Request for Town Council Action

Consent **Various**
Agenda **Budget**
Item: **Amendments**
Date: 01/03/2023

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

Issue Statement - Budget amendments for various expenditure and revenue line items.

Financial Impact – See impact and description under each amendment

Action Needed – Approve as presented

Recommendation – Approve Amendments

Approved: Town Manager Town Attorney

Attachment:

1. Staff Report
2. Budget Amendments



Staff Report

**Consent
Agenda
Item:** **Various
Budget
Amendments**

Attached Budget amendments represent adjustments previously approved by Council during previous meetings, with the exception of insurance revenue received for a totaled public works recycling truck. The town was not at fault for this accident. Public works is trying to locate a vehicle that can be purchased as a replacement.

**BUDGET AMENDMENTS
January 3, 2023**

<u>GENERAL FUND</u>	<u>BEFORE</u>	<u>ADJ.</u>	<u>AFTER</u>
1. Expenditures			
10-60-6200-5700-7400 Parks & Rec - Capital Outlay	\$ 211,536	\$ 9,697	\$ 221,233
10-00-9990-5300-0000 General Fund Contingency	<u>265,300</u>	<u>(9,697)</u>	<u>255,603</u>
	<u>476,836</u>	<u>-</u>	<u>476,836</u>

To fund the additional cost to purchase two F250 Crew Cab 4x2 trucks (Note: \$65K encumbered from last year plus 15k reallocated from bridge replacement at Community Park)

2. Expenditures			
10-60-6240-5700-7400 - SYCC - Capital Outlay	\$ 3,500	\$ 21,500	\$ 25,000
10-00-9990-5300-0000 General Fund Contingency	<u>255,603</u>	<u>(21,500)</u>	<u>234,103</u>
	<u>259,103</u>	<u>-</u>	<u>259,103</u>

To fund the emergency replacement of two 5 ton heat/air condition systems at the Sarah Yard Community Center

3 Revenue			
10-10-3800-3800-0000 GF Miscellaneous	<u>\$ 15,000</u>	<u>\$ 43,396</u>	<u>\$ 58,396</u>
Expenditures			
10-40-5800-5700-7400 Sanitation - Capital Outlay	<u>\$ 23,000</u>	<u>\$ 43,396</u>	<u>\$ 66,396</u>

To fund purchase of replacement recycling truck from insurance settlement on total loss on existing recycling truck

4. Expenditures			
10-60-6200-5700-7400 Parks & Rec - Capital Outlay	\$ 221,233	\$ 5,500	\$ 226,733
10-00-9990-5300-0000 General Fund Contingency	<u>234,103</u>	<u>(5,500)</u>	<u>228,603</u>
	<u>455,336</u>	<u>-</u>	<u>455,336</u>

To fund the additional cost over budget for Community Park Concessions roof and window replacement as approved at the December 6, 2022 Council meeting

5. Revenue			
10-00-3900-3900-0000 General Fund- Fund Balance Appropriation	<u>\$ 1,022,163</u>	<u>\$ 25,000</u>	<u>\$ 1,047,163</u>
Expenditures			
10-60-6200-5700-7400 Parks & Rec - Capital Outlay	<u>\$ 226,733</u>	<u>\$ 25,000</u>	<u>\$ 251,733</u>

To fund a renovation study for the American Legion Hut (Funds donated by Holdings Family)

ARPA FUND

6. Expenditures

20-76-0000-5970-9100 ARPA Fund - Transfer to other projects	\$ 2,684,834	\$ (609,000)	\$ 2,075,834
20-20-5100-5700-7401 ARPA Fund - Police Building Expansion	-	609,000	609,000
	<u>\$ 2,684,834</u>	<u>\$ -</u>	<u>\$ 2,684,834</u>

To fund the police building expansion cost increase as approved at the February 24, 2022 special council meeting (note: council approved up to \$690,000)

7. Expenditures

20-76-0000-5970-9100 ARPA Fund - Transfer to other projects	\$ 2,075,834	\$ (10,987)	\$ 2,064,847
20-40-5800-5700-7400 ARPA Fund - Sanitation Truck	217,000	10,987	227,987
	<u>\$ 2,292,834</u>	<u>\$ -</u>	<u>\$ 2,292,834</u>

To fund increased cost to purchase garbage truck as approved at the August 2, 2022 council meeting

WATER/SEWER FUND

8. Expenditures

30-71-7220-5300-4501 Water/Sewer Dist. - Service Contracts	\$ 206,000	\$ (38,000)	\$ 168,000
30-76-7220-5970-9101 Transfer to W/S Cap Proj Fund	1,963,130	38,000	2,001,130
	<u>\$ 2,169,130</u>	<u>\$ -</u>	<u>\$ 2,169,130</u>

To fund administrative cost on the EDA/Sewer Outfall Pipe Construction Grant as approved at the August 2, 2022 council meeting

ELECTRIC FUND

9. Revenue

31-72-3550-3520-0000 Electric Miscellaneous	<u>\$ 4,000</u>	<u>\$ 5,630</u>	<u>\$ 9,630</u>
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Expenditures

31-72-7230-5700-7401 Electric - East River Electric Infrastructure	<u>\$ 200,000</u>	<u>\$ 5,630</u>	<u>\$ 205,630</u>
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To fund Phases 6 & 7 of East River Subdivision Street Lights Upgrade - Upgrade paid by developer

Water/Sewer Capital Projects Fund

10. Revenue

45-71-3800-3800-0002 ARP Grant (Through State)	<u>\$ -</u>	<u>\$ 3,000,000</u>	<u>\$ 3,000,000</u>
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Expenditure

45-71-7220-5700-7430 PS #1 Upgrade	\$ -	\$ 1,500,000	\$ 1,500,000
45-71-7220-5700-7431 D Stephenson Force Main (Cancelled)	-	-	-
45-71-7220-5700-7432 PS #11 and Outfall	-	1,500,000	1,500,000
	<u>\$ -</u>	<u>\$ 3,000,000</u>	<u>\$ 3,000,000</u>

To establish and fund State ARP Grant for Pump Station Upgrades and Durwood Stephenson Force Main

11. Expenditure

45-71-7200-5700-7411 East Smithfield Water System Improvements	\$ 650,000	\$ (320,000)	\$ 330,000
45-71-7220-5700-7432 PS #11 and Outfall	1,500,000	320,000	1,820,000
45-71-7220-5700-7423 NC Hwy 210 Force Main	600,000	(504,000)	96,000
45-71-7220-5700-7430 PS #1 Upgrade	1,500,000	504,000	2,004,000
	<u>\$ 4,250,000</u>	<u>\$ -</u>	<u>\$ 4,250,000</u>

To fund projects expenses greater than 3M State ARP Grant

12. Expenditure

45-71-7220-5700-7427 EDA Sewer Outfall Pipe Construction	<u>\$ 3,795,880</u>	<u>\$ (38,000)</u>	<u>\$ 3,757,880</u>
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Expenditure

45-71-7220-5700-7429 EDA/Sewer outfall Administration	<u>\$ -</u>	<u>\$ 38,000</u>	<u>\$ 38,000</u>
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To fund administrative cost on the EDA/Sewer Outfall Pipe Construction Grant as approved at the August 2, 2022 council meeting

13. Revenue

46-20-3980-5100-0000 Loan Proceeds/Police Bldg Expansion	<u>\$ 800,000</u>	<u>\$ (15,428)</u>	<u>\$ 784,572</u>
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Expenditure

46-20-5100-5700-7400 Police Bldg Expansion	<u>\$ 800,000</u>	<u>\$ (15,428)</u>	<u>\$ 784,572</u>
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To correct budget to equal loan proceeds based on first quote to construct

Approved by the Smithfield Town Council this the ____ day of January 2023

M. Andy Moore

ATTEST:

Shannan Parrish, Town Clerk



Request for Town Council Action

Consent **Advisory**
Agenda **Board**
Item: **Appointment**

Date: 01/03/2023

Subject: Advisory Board Appointments
Department: General Government
Presented by: Town Clerk – Shannan Parrish
Presentation: Consent Agenda Item

Issue Statement

The Town Council is asked to consider a reappointment to the Library Board of Trustees

Financial Impact

N/A

Action Needed

The Town Council is asked to consider the reappointment of Jane Shipman to the Library Board of Trustees.

Recommendation

Staff recommends approval of this reappointment.

Approved: Town Manager Town Attorney

Attachments:

1. Staff Report
2. Jane Shipman – Board Application



Staff Report

Consent
Agenda
Item

Advisory
Board
Appointment

Board Reappointment

Jane Shipman has submitted an application for consideration to be reappointed to a second term the Library Board of Trustees.

Current Board vacancies are as follows:

- Historic Properties Commission – 3 positions
- Parks and Recreation Advisory Commission – 2 positions and 2 High School representative positions



Town of Smithfield
Board, Commission, or Committee
Application

Name: Shipman Jane C

Home Address: 610 S Third St. Smithfield, NC 27577

Business Name & Address: retired

Telephone Numbers: (Home) (Mobile) 252-423-0954 (Email) jshippy720@gmail.com

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

Form with checkboxes for various boards: Appearance Commission, Board of Adjustment In Town Resident, Board of Adjustment ETJ Member, Historic Properties Commission, Library Board of Directors, Parks/Recreation Advisory Commission, Planning Board In-Town Resident, Planning Board ETJ Resident, Other.

Interests & Skills: reading, photography, pottery, grandchildren

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

Recent Job Experiences: teaching - 44 years

Civic or Service Organization Experience: teaching - 44 years

Town Boards previously served on and year(s) served: 2019 - 2022 (ending 1/2023) 3 year term library board

Please list any other Boards/Commissions/Committees on which you currently serve: none

Why are you interested in serving on this Board/Commission/Committee? I enjoy & appreciate being part of the library's continued growth and progress.

Affirmation of Eligibility:

Has any formal charge of professional misconduct, criminal misdemeanor or felony ever been filed against you in any jurisdiction?

Yes No If yes, please explain disposition: _____

Is there any conflict of interest or other matter that would create problems or prevent you from fairly and impartially discharging your duties as an appointee of the Smithfield Town Council? Yes No If yes, please explain: _____

I understand this application is public record and I certify that the facts contained in this application are true and correct to the best of my knowledge. I authorize and consent to background checks and to the investigation and verification of all statements contained herein as deemed appropriate and if necessary. I further authorize all information concerning my qualifications to be investigated and release all parties from all liability for any damages that may result from this investigation. I understand and agree that any misstatement may be cause for my removal from any Board/Commission/Committee. I understand regular attendance to any Council Board/Commission/Committee is important and, accordingly, I further understand that if my attendance is less than the standards established for any such body that this is cause for removal. Lacking any written standards for attendance by any Board/Commission/Committee, it is expected that I will attend at least 75% of all meetings during any one calendar year to maintain my seat on any Board/Commission/Committee to which I may be appointed. This form will remain on file in the Office of the Town Clerk and requests for updates will be sought prior to any consideration for reappointment (or future appointment) to any Board/Commission/Committee.

Printed Name: Jane C. Shipman
Signature: Jane C. Shipman Date: 12/19/2022

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

Applicants are required to be a resident of the Town of Smithfield for In-Town positions and within the Town's ETJ for ETJ positions



Staff Report

**Consent
Agenda
Item:** **New
Hire /
Vacancy
Report**

Background

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

In addition, please find the following current vacancies:

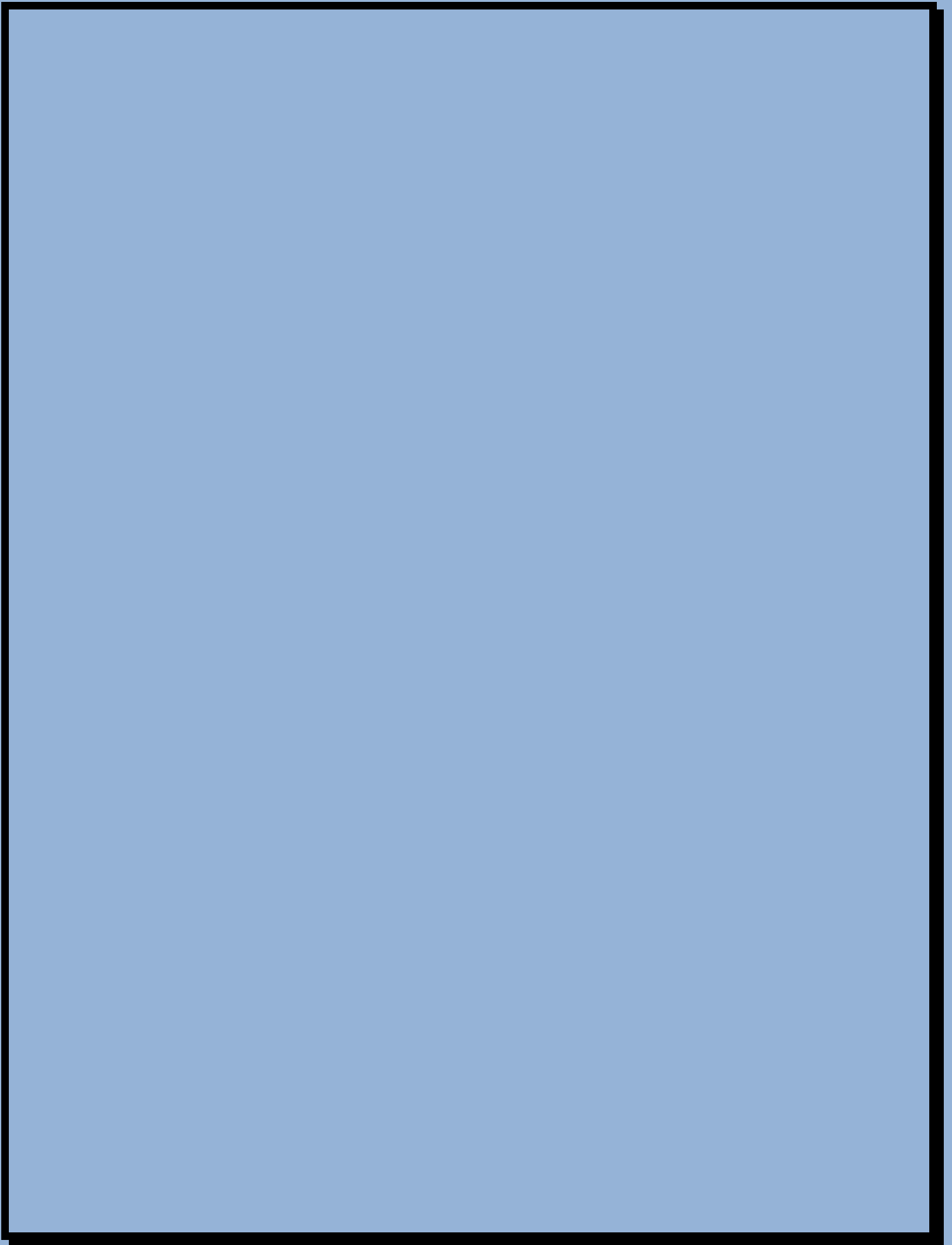
<u>Position</u>	<u>Department</u>	<u>Budget Line</u>
Electric Line Technician	PU – Electric	31-72-7230-5100-0200
Equipment Mechanic	PW – Garage	10-60-6200-5100-0200
Police Officer	Police	10-20-5100-5100-0200
Sanitation Equipment Operator	PW – Sanitation	10-40-5800-5100-0200
Utility Line Mechanic	PU – Water/Sewer	30-71-7220-5100-0200

Action Requested

The Town Council is asked to acknowledge that the Town has successfully filled the following vacancies in accordance with the Adopted FY 2022-2023 Budget.

<u>Position</u>	<u>Department</u>	<u>Budget Line</u>	<u>Rate of Pay</u>
Electric Line Technician	PU – Electric	31-72-7230-5100-0200	\$22.96/hr. (\$47,756.80/yr.)
P/T SRAC Staff (2)	P&R – Aquatics	10-60-6220-5100-0210	\$10.00/hr.
P/T Instructor	P&R – Aquatics	10-61-6220-5100-0210	\$15.00/hr.
Sanitation Equipment Operator	PW – Sanitation	10-40-5800-5100-0200	\$17.46/hr. (\$36,316.80/yr.)
Water Plant Operator I	PU – Water Plant	30-71-7200-5100-0200	\$18.70/hr. (\$38,896.00/yr.)

Business Item





Request for Town Council Action

**Business
Agenda
Item:** Update the
Capital
Improvement
Plan
Date: 01/03/2023

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 January of 2021.

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**

January 5, 2021

TABLE OF CONTENTS

ELECTRIC

- Smart Meter Deployment
- Town-wide Voltage Conversion
- Generators for Town Facility Load Management
- Replace Electric Bucket Truck
- Delivery Point #1 Upgrade
- Additional Circuit Construction
- System Improvements on Buffalo Road
- Municipal Batteries

WATER PLANT

- Water Plant Improvement
- River Intake Improvements
- East Smithfield System Improvements
- SCADA Upgrades
- South Smithfield Elevated Tank/System Upgrades
- Pump Rebuilds

WATER & SEWER

- Reduction of I/I into Sanitary Sewer System
- Lift Station Repair & Replacement
- Smart Meter Deployment
- Fire Hydrant Valve Insertion
- Water Line Upgrades
- Digitized Mapping of Water & Sewer System
- 16" Water Line Along Durwood Stephenson Highway
- Manhole Rehabilitation
- Construction Vehicles
- Replace Utilities in Alleys
- System Improvements on Buffalo Road
- Construct New Force Main Along Highway 210

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 Vector 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, Vector 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	Proposed	Proposed	Proposed	Proposed	Proposed	Proposed	Proposed	Proposed	Proposed	Proposed
		FY 20-21	FY 21-22	FY 22-23	FY 23-24	FY 24-25	FY 25-26	FY 26-27	FY 27-28	FY 28-29	FY 29-30	
1	Advanced Metering Infrastructure/Smart Grid	100,000	100,000	50,000	50,000	50,000	50,000	50,000	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	500,000	500,000	750,000
3	Generator for Load Management for Town Lift Stations	75,000	200,000	150,000	175,000	175,000	175,000	175,000	175,000	175,000	175,000	150,000
4	Electric Dept. Bucket Truck	75,000	75,000	300,000	400,000	400,000	400,000	400,000	400,000	400,000	400,000	400,000
5	Delivery Point #1 - Rehabilitation	120,000	100,000	100,000	100,000	100,000	100,000	100,000	100,000	100,000	100,000	100,000
6	Additional Circuit Construction	35,000	100,000	100,000	100,000	100,000	100,000	100,000	100,000	100,000	100,000	100,000
7	Work Truck	100,000	50,000	50,000	50,000	50,000	50,000	50,000	50,000	50,000	50,000	50,000
8	Improve Circuit Along Buffalo Road											
9	Municipal Batteries											
	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	1,000,000	950,000
	Water Plant											
1	Water Plant Improvement Project	350,000	13,600,000	3,650,000	75,000	75,000	750,000	500,000	500,000	500,000	500,000	500,000
2	Intake Improvements											
3	East Smithfield Water System Improvements	50,000	250,000	800,000	1,000,000	1,000,000	50,000	50,000	50,000	50,000	50,000	50,000
4	SCADA Upgrades											
5	South Smithfield System Improvements	103,000										
6	Pump Rebuilds	35,000										
7	Work Truck											
	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	1,000,000	50,000
	Water and Sewer											
1	Reduction of I/I into Sanitary Sewer	200,000	250,000	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	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	300,000
4	Fire Hydrant Valve Insertion/Replacements											
5	Water Line Upgrades Throughout Town	100,000	100,000	100,000	100,000	100,000	100,000	100,000	100,000	100,000	100,000	100,000
6	Digitized Mapping of Water & Sewer System	30,000	30,000	30,000	30,000	30,000	30,000	30,000	30,000	30,000	30,000	30,000
7	16" Water Line along Durwood Stephenson	350,000	200,000	50,000	50,000	50,000	50,000	50,000	50,000	50,000	50,000	50,000
8	Manhole Rehabilitation	50,000	50,000	75,000	75,000	75,000	75,000	75,000	75,000	75,000	75,000	75,000
9	Dump Truck & Vector Truck											
10	Work Vehicles	40,000	40,000	40,000	40,000	40,000	40,000	40,000	40,000	40,000	40,000	40,000
11	Replace SS in alleys behind Wilson St. & Holding St.	170,000	100,000	200,000	200,000	200,000	200,000	200,000	200,000	200,000	200,000	200,000
12	Extend Infrastructure Along Buffalo Road	100,000	100,000	100,000	100,000	100,000	100,000	100,000	100,000	100,000	100,000	100,000
13	Highway 210 Force Main	400,000	200,000	200,000	200,000	200,000	200,000	200,000	200,000	200,000	200,000	200,000
	Totals	1,600,000	1,420,000	1,355,000	1,165,000	980,000	950,000	870,000	1,025,000	755,000	755,000	590,000



**TOWN OF
SMITHFIELD**

PUBLIC UTILITIES

**10 YEAR
CAPITAL PLAN**

January 3, 2023

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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:	2022-2023	\$100,000
	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
	2031-2032	\$50,000
	2032-2033	\$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:	2022-2023	\$450,000
	2023-2024	\$500,000
	2024-2025	\$500,000
	2025-2026	\$500,000
	2026-2027	\$500,000
	2027-2028	\$500,000
	2028-2029	\$900,000
	2029-2030	\$900,000
	2030-2031	\$900,000
	2031-2032	\$900,000
	2032-2033	\$900,000

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:	2022-2023	\$0
	2023-2024	\$200,000
	2024-2025	\$200,000
	2025-2026	\$0
	2026-2027	\$0
	2027-2028	\$0
	2028-2029	\$250,000
	2029-2030	\$250,000
	2030-2031	\$0
	2031-2032	\$0
	2032-2033	\$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:	2022-2023	\$0
	2023-2024	\$0
	2024-2025	\$300,000
	2025-2026	\$400,000
	2026-2027	\$400,000
	2027-2028	\$0
	2028-2029	\$0
	2029-2030	\$0
	2030-2031	\$0
	2031-2032	\$0
	2032-2033	\$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:	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
	2031-2032	\$0
	2032-2033	\$0

Water Plant Division

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:	2022-2023	\$0
	2023-2024	\$75,000
	2024-2025	\$750,000
	2025-2026	\$750,000
	2026-2027	\$500,000
	2027-2028	\$0
	2028-2029	\$0
	2029-2030	\$0
	2030-2031	\$0
	2031-2032	\$0
	2032-2033	\$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.

Fiscal Year Estimated Expenditure:	2022-2023	\$400,000
	2023-2024	\$600,000
	2024-2025	\$400,000
	2025-2026	\$0
	2026-2027	\$0
	2027-2028	\$0
	2028-2029	\$0
	2029-2030	\$0
	2030-2031	\$0
	2031-2032	\$0
	2032-2033	\$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:	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
	2031-2032	\$50,000
	2032-2033	\$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:	2022-2023	\$0
	2023-2024	\$0
	2024-2025	\$350,000
	2025-2026	\$500,000
	2026-2027	\$850,000
	2027-2028	\$850,000
	2028-2029	\$850,000
	2029-2030	\$0
	2030-2031	\$0
	2031-2032	\$0
	2032-2033	\$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:	2022-2023	\$0
	2023-2024	\$0
	2024-2025	\$150,000
	2025-2026	\$0
	2026-2027	\$150,000
	2027-2028	\$0
	2028-2029	\$150,000
	2029-2030	\$0
	2030-2031	\$150,000
	2031-2032	\$0
	2032-2033	\$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:	2022-2023	\$200,000
	2023-2024	\$200,000
	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
	2031-2032	\$250,000
	2032-2033	\$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:	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
	2031-2032	\$150,000
	2032-2033	\$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:	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
	2031-2032	\$0
	2032-2033	\$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:	2022-2023	\$100,000
	2023-2024	\$100,000
	2024-2025	\$100,000
	2025-2026	\$250,000
	2026-2027	\$300,000
	2027-2028	\$0
	2028-2029	\$0
	2029-2030	\$0
	2030-2031	\$0
	2031-2032	\$150,000
	2032-2033	\$150,000

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:	2022-2023	\$100,000
	2023-2024	\$200,000
	2024-2025	\$200,000
	2025-2026	\$200,000
	2026-2027	\$200,000
	2027-2028	\$200,000
	2028-2029	\$200,000
	2029-2030	\$200,000
	2030-2031	\$200,000
	2031-2032	\$200,000
	2032-2033	\$200,000

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:	2022-2023	\$300,000
	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
	2031-2032	\$0
	2032-2033	\$30,000

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:	2022-2023	\$50,000
	2023-2024	\$50,000
	2024-2025	\$75,000
	2025-2026	\$75,000
	2026-2027	\$75,000
	2027-2028	\$75,000
	2028-2029	\$75,000
	2029-2030	\$75,000
	2030-2031	\$75,000
	2031-2032	\$75,000
	2032-2033	\$75,000

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:	2022-2023	\$75,000
	2023-2024	\$75,000
	2024-2025	\$0
	2025-2026	\$0
	2026-2027	\$0
	2027-2028	\$200,000
	2028-2029	\$200,000
	2029-2030	\$0
	2030-2031	\$0
	2031-2032	\$0
	2032-2033	\$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:	2022-2023	\$0
	2023-2024	\$0
	2024-2025	\$200,000
	2025-2026	\$0
	2026-2027	\$0
	2027-2028	\$0
	2028-2029	\$0
	2029-2030	\$0
	2030-2031	\$0
	2031-2032	\$0
	2032-2033	\$0

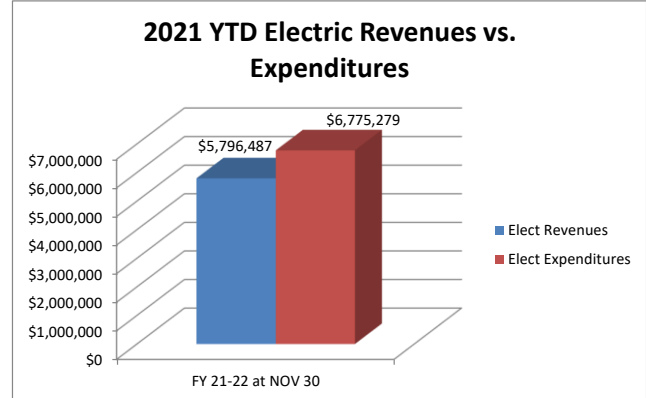
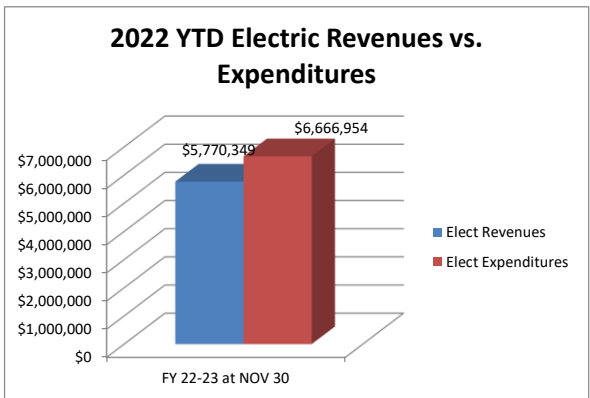
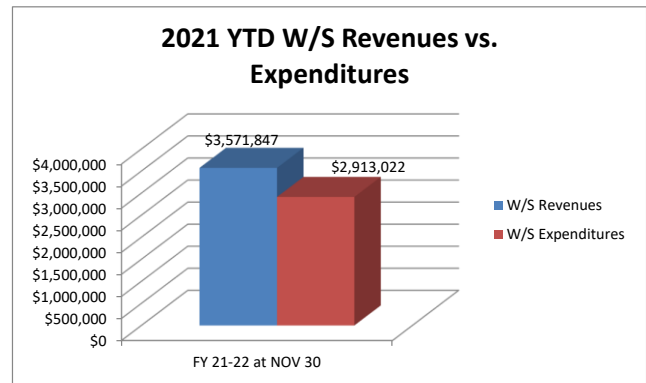
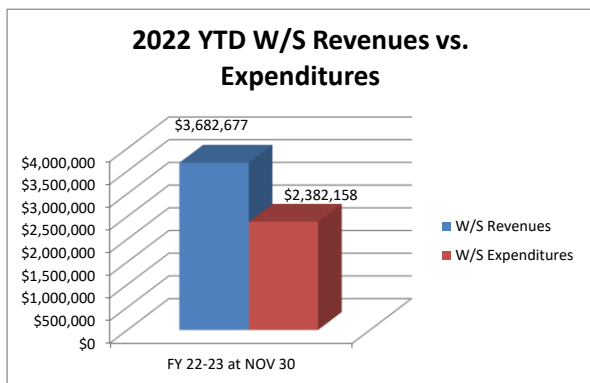
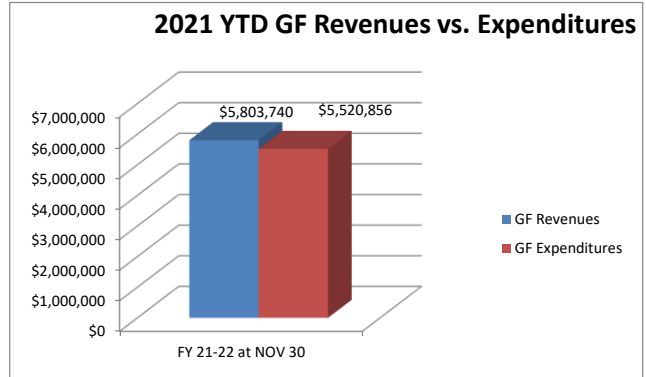
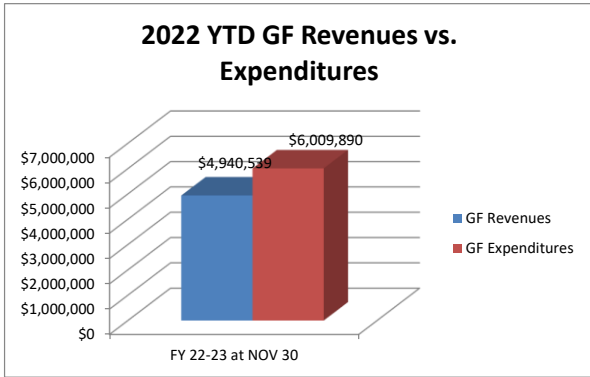
10-Year Capital Improvement Plan

Priority	Electric	Approved 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	Proposed FY 30-31	Proposed FY 31-32
1	Advanced Metering Infrastructure/Smart Grid	100,000	50,000	50,000	50,000	50,000	50,000	900,000	50,000	900,000	50,000
2	Voltage Conversion	450,000	500,000	500,000	500,000	500,000	500,000	900,000	900,000	900,000	900,000
3	Electric Dept. Bucket Truck		200,000	200,000				250,000			
4	Delivery Point #1 - Rehabilitation		300,000	300,000	400,000	400,000					
5	Additional Circuit Construction		750,000	500,000	500,000	750,000	500,000			50,000	
6	Work Truck		40,000	40,000			50,000				
	Totals	550,000	750,000	1,040,000	1,450,000	1,650,000	1,100,000	1,150,000	1,200,000	950,000	950,000
	Water Plant										
1	Intake Improvements			75,000	750,000	750,000	500,000				
2	East Smithfield Water System Improvements	400,000	600,000	400,000							
3	SCADA Upgrades		50,000		50,000	50,000	50,000		50,000		50,000
4	South Smithfield System Improvements		350,000	350,000	500,000	850,000	850,000	850,000			
5	Pump Rebuilds		150,000	150,000				150,000		150,000	
6	Work Truck		40,000			40,000	40,000				
	Totals	400,000	690,000	975,000	1,300,000	1,750,000	1,440,000	1,000,000	50,000	150,000	50,000
	Water and Sewer										
1	Reduction of I/I into Sanitary Sewer	200,000	200,000	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	300,000	300,000	300,000	300,000	300,000					
4	Fire Hydrant Valve Insertion/Replacements	100,000	100,000	100,000	100,000	250,000	300,000	200,000	200,000	200,000	150,000
5	Water Line Upgrades Throughout Town	100,000	200,000	200,000	200,000	200,000	200,000	200,000	200,000	200,000	200,000
6	Digitized Mapping of Water & Sewer System	30,000	30,000	30,000	30,000	30,000	30,000	30,000	30,000	30,000	30,000
7	Manhole Rehabilitation	50,000	50,000	75,000	75,000	75,000	75,000	75,000	75,000	75,000	75,000
8	Dump Truck & Vector Truck	75,000	75,000				200,000	200,000			
9	Work Vehicles		40,000			40,000			40,000		
10	Replace SS in alleys behind Wilson St. & Holding St.			200,000							
11	Extend Infrastructure Along Buffalo Road	100,000									
12	Pump Station #1 & Outfall Improvements	1,500,000									
13	Pump Station #11 Capacity Improvements	1,500,000									
14	West Smithfield SS Improvements (PS#3 & Outfall)	1,095,880									
	Totals	5,200,880	1,215,000	1,305,000	1,075,000	995,000	1,175,000	905,000	715,000	705,000	825,000

Financial Report



Town of Smithfield Revenues vs. Expenditures



TOWN OF SMITHFIELD
MAJOR FUNDS FINANCIAL SUMMARY REPORT
November 30, 2022
Gauge: 5/12 or 41.7 Percent

41.70%

GENERAL FUND

	Frequency	Actual to Date	Budget	Actual to Date	YTD %
		FY '21-22	FY '22-23	FY '22-23	Collected
Revenues					
Current & Prior Year Property Taxes	Monthly	\$ 2,985,970	\$ 6,861,000	\$ 1,835,488	26.75%
Motor Vehicle Taxes	Monthly	348,714	700,000	279,895	39.98%
Utility Franchise Taxes	Quarterly	221,039	960,000	227,683	23.72%
Local Option Sales Taxes	Monthly	831,243	3,040,000	964,424	31.72%
Aquatic and Other Recreation	Monthly	247,228	695,000	349,890	50.34%
Sanitation (Includes Penalties)	Monthly	527,718	1,475,040	541,845	36.73%
Grants		1,178	87,500	-	0.00%
All Other Revenues		640,651	1,558,470	741,314	47.57%
Loan Proceeds			-		#DIV/0!
Transfers (Electric and Fire Dist.)		-	460,150	-	0.00%
Fund Balance Appropriated		-	1,022,163	-	0.00%
Total		\$ 5,803,740	\$ 16,859,323	\$ 4,940,539	29.30%

	Actual to Date	Budget	Actual to Date	YTD %
	FY '21-22	FY '22-23	FY '22-23	Collected
Expenditures				
General Gov.-Governing Body	\$ 190,219	\$ 445,435	\$ 180,981	40.63%
Non Departmental	385,721	1,684,049	415,649	24.68%
Debt Service	589,518	448,888	317,926	70.83%
Finance	49,617	152,740	58,125	38.05%
IT	-	187,125	42,309	22.61%
Planning	120,685	446,935	167,886	37.56%
Police	1,553,245	4,562,896	1,555,930	34.10%
Fire	784,454	2,510,948	968,492	38.57%
EMS	-	-		#DIV/0!
General Services/Public Works	221,428	698,933	259,985	37.20%
Streets	154,923	721,781	191,929	26.59%
Motor Pool/Garage	43,295	124,145	40,092	32.29%
Powell Bill	18,695	559,169	351,507	62.86%
Sanitation	583,853	1,561,392	554,241	35.50%
Stormwater	2,915	171,392	14,766	8.62%
Parks and Rec	390,705	1,119,146	399,163	35.67%
SRAC	408,565	1,146,479	457,285	39.89%
Sarah Yard Center	23,018	52,570	33,625	63.96%
Contingency	-	265,300		0.00%
Appropriations/Contributions	-	-		0.00%
Total	\$ 5,520,856	\$ 16,859,323	\$ 6,009,890	35.65%

YTD Fund Balance Increase (Decrease)

- -

41.70%

WATER AND SEWER FUND

Revenues	Actual to Date	Budget	Actual to Date	YTD %
	FY '21-22	FY '22-23	FY '22-23	Collected
Water Charges	\$ 1,040,923	\$ 2,870,000	\$ 1,062,303	37.01%
Water Sales (Wholesale)	727,827	\$ 2,000,000	757,810	37.89%
Sewer Charges	1,712,914	4,505,000	1,772,796	39.35%
Penalties	21,190	55,000	30,885	56.15%
Tap Fees	7,585	24,000	2,420	10.08%
Other Revenues	61,408	112,650	56,464	50.12%
Grants	-	30,000	-	0.00%
Loan Proceeds	-	-	-	#DIV/0!
Fund Balance Appropriated	-	1,616,421	-	0.00%
Total	\$ 3,571,847	\$ 11,213,071	\$ 3,682,677	32.84%

Expenditures	Actual to Date	Budget	Actual to Date	YTD %
	FY '21-22	FY '22-23	FY '22-23	Collected
Water Plant (Less Transfers)	\$ 789,862	\$ 2,216,765	\$ 795,133	35.87%
Water Distribution/Sewer Coll (Less Transfers)	1,817,594	5,298,121	1,438,297	27.15%
Transfer to General Fund	-	117,640	-	0.00%
Transfer to W/S Capital Proj. Fund	-	2,363,130	-	0.00%
Debt Service	305,566	967,414	148,728	15.37%
Contingency	-	250,001	-	0.00%
Total	\$ 2,913,022	\$ 11,213,071	\$ 2,382,158	21.24%

ELECTRIC FUND

Revenues	Actual to Date	Budget	Actual to Date	YTD %
	FY '21-22	FY '22-23	FY '22-23	Collected
Electric Sales	\$ 5,686,838	\$ 16,127,650	\$ 5,627,217	34.89%
Penalties	31,882	80,000	34,977	43.72%
All Other Revenues	77,767	193,000	108,155	56.04%
Grants	-	-	-	-
Loan Proceeds	-	-	-	-
Fund Balance Appropriated	-	694,603	-	-
Total	\$ 5,796,487	\$ 17,095,253	\$ 5,770,349	33.75%

Expenditures	Actual to Date	Budget	Actual to Date	YTD %
	FY '21-22	FY '22-23	FY '22-23	Collected
Administration/Operations	\$ 1,248,276	\$ 3,201,661	\$ 1,162,421	36.31%
Purchased Power - Non Demand	1,810,525	12,450,000	2,004,502	16.10%
Purchased Power - Demand	2,892,153	-	2,675,706	#DIV/0!
Purchased Power - Debt	481,740	-	481,740	#DIV/0!
Debt Service	342,585	342,586	342,585	100.00%
Capital Outlay	-	177,977	-	0.00%
Contingency	-	277,879	-	0.00%
Transfers to Electric Capital Proj Fund	-	550,000	-	0.00%
Transfer to Electric Capital Reserve	-	-	-	-
Transfers to General Fund	-	95,150	-	0.00%
Total	\$ 6,775,279	\$ 17,095,253	\$ 6,666,954	39.00%

CASH AND INVESTMENTS FOR AUGUST

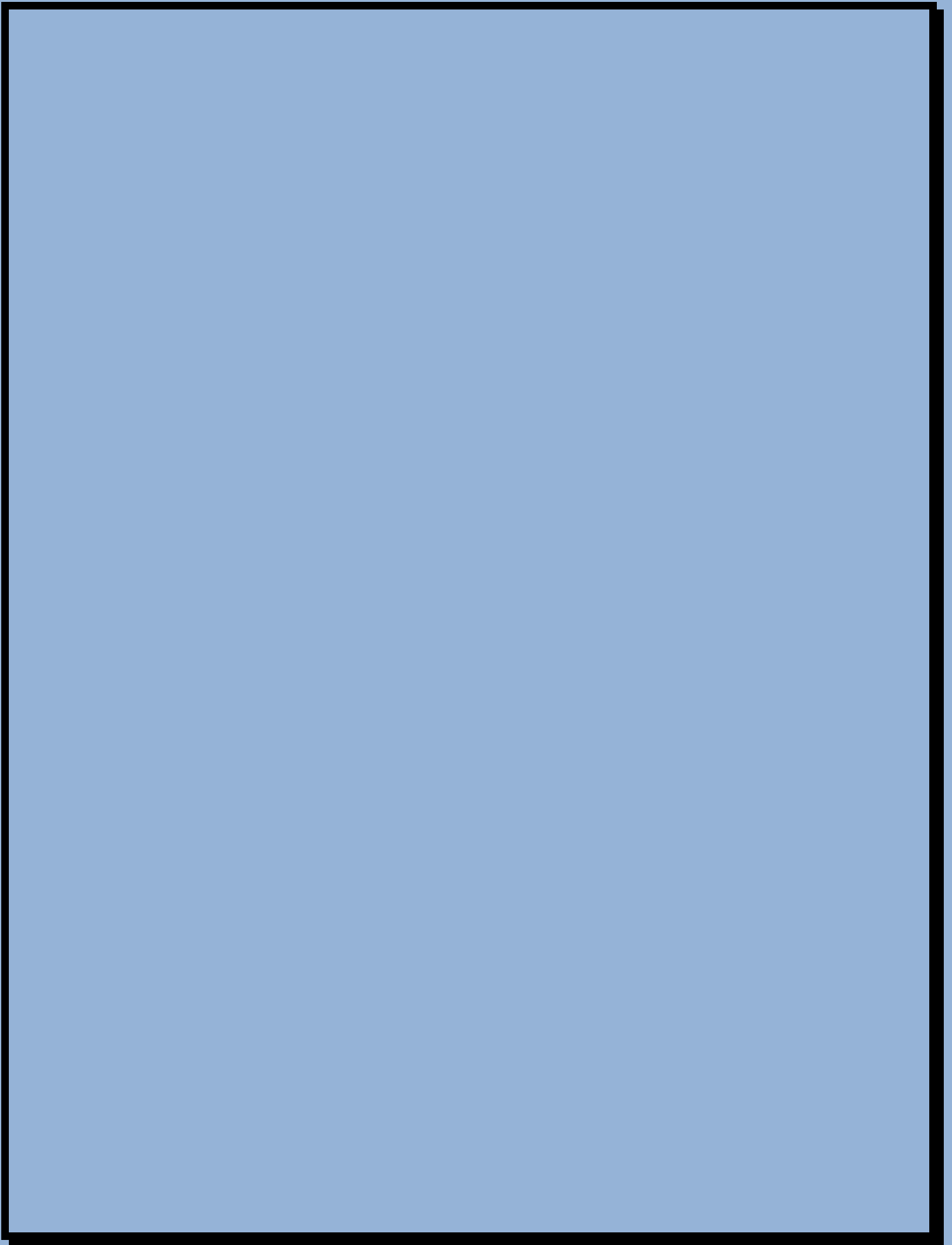
General Fund (Includes P. Bill)	13,193,395			
Water and Sewer Fund	12,139,028			
Electric Fund*	11,198,973			
ARPA (20)	3,943,447			
SCIF (21)	1,282,698			
JB George Endowment (40)	131,816			
Water Plant Expansion (43)	2,233,345			
Booker Dairy Road Fund (44)	457,896			
Capital Project Fund: Wtr/Sewer (45)	128,309			
Capital Project Fund: General (46)	790,831			
Capital Project Fund: Electric (47)	564,202			
FEMA Acquisitions and Elevations (48)	550			
CDBG Neighborhood Revitalization (49)	(38,896)	1st CITIZENS	33,982,227	1.0 (Earnin
Firemen Relief Fund (50)	97,862	NCCMT	5,011,859	3.000%
Fire District Fund (51)	260,508	KS BANK	2,395,961	0..5
General Capital Reserve Fund (72)	6,082	TRUIST	5,000,000	1.00%
Total	\$ 46,390,046		\$ 46,390,046	

*Plug

Account Balances Confirmed By Finance Director on

12/22/2022

Department Reports





FINANCE DEPARTMENTAL REPORT FOR NOVEMBER, 2022

SUMMARY OF ACTIVITIES FOR MAJOR FUNDS (10,30,31):

Daily Collections/Property Taxes/Other.....	\$2,667,476
Franchise Tax.....	0
Sales & Use Tax.....	324,342
Powel Bill.....	0
Total Revenue	\$2,991,818
Expenditures: General, Water, and Electric.....	\$2,792,804

FINANCE:

- Compiled and submitted monthly retirement report for November on 12/22/2022. This is considered late and the Town may be assessed a penalty. Written explanation to be furnished by date of next Council meeting.
- Issued 51 purchase orders
- Processed 670 vendor invoices for payment and issued 364 accounts payable checks
- Prepared and processed 2 regular payrolls and remitted federal and state payroll taxes on 11/11 and 11/23/2022 (2 days earlier than usual due to the Thanksgiving Holiday)
- Issued total of 0 renewal privilege licenses for beer and wine sales which leaves 6 outstanding
- 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 \$9,496
- Processed 6 NSF Checks/Fraudulent Cards (Utility and SRAC)
- Debt Setoff - Bad Debt Collection calendar year-to-date total \$28,457.72 (EMS: \$5,698.62; SRAC: \$5,561.14; Utility: \$17,197.96; and Other: \$0)
- Penn Credit - Bad Debt Collections received in August \$0; Total collections calendar year-to-date \$20,841.27
- Invoiced 0 grave opening (10-40-3400-3403-0003) for a total of \$0
- Invoiced Johnston Community College for Police Security
- Earned \$27,512.72 in interest from FCB and paid 0 in fees on the central depository account. Due to bank error this was paid on Dec. 8, 2022 instead of the last day of November. An additional \$11,635.80 was also credited on the same day for October's interest.
- Paid \$9,879 in credit/debit/Tyler card fees, but received \$6,622 (31-72-3550-3520-0002) in convenience fees (Reporting month charged/earned, not month paid)

FINANCE DIRECTOR

- Attended Town Council Meeting on November 1, 2022
- Attended Department Head Meeting on November 22, 2022
- Paid Utility Sales Tax for October, 2022 on November 17, 2022
- Prepared Knuckle Boom Truck loan RFP on 11/2/2022
- Prepared and submitted the Powell Bill Fiscal Data Report on 11/3/2022
- Interviewed three applicants for the part time collection clerks' position on Nov. 17 and hired JoAnne Brown on Nov. 18, 2022
- Completed Capital Projects spreadsheets on 11/15/2022
- Responded to Auditor questions throughout the month of November



Planning Department Development Report

Monday, December 19, 2022

Project Name: Smithfield Storage
 Request: Site Expansion
 Location 1343 West Market Street
 Tax ID#: 15077023 PIN#: 168412-87-5386
 Project Status In First Review
 Notes: Application incomplete / Not formally received by Planning Department

Site Plan 2022-15
Submittal Date: 12/19/2022
Planning Board Review:
Board of Adjustment Review:
Town Council Hearing Date:
Approval Date:

Project Name: Smithfield Kia Dealership
 Request: Modifications to previous Ford dealership site
 Location 1698 Booker Dairy Road
 Tax ID#: 14L10199H PIN#: 260414-34-2689
 Project Status In First Review
 Notes: Staff review and approval

Site Plan 2022-13
Submittal Date: 12/12/2022
Planning Board Review:
Board of Adjustment Review:
Town Council Hearing Date:
Approval Date:

Project Name: SSS Gym Expansion
 Request: Gym Expansion
 Location 700 M.D.S Parkway
 Tax ID#: 14075033 PIN#: 260405-08-9280
 Project Status In First Review
 Notes: Staff review and approval

Site Plan 2022-14
Submittal Date: 12/12/2022
Planning Board Review:
Board of Adjustment Review:
Town Council Hearing Date:
Approval Date:

Project Name: Accessory Dwelling Ordinance
 Request: Ordinance to allow accessory dwellings in the R-20A district
 Location
 Tax ID#: PIN#:
 Project Status In First Review
 Notes: William R. Andrews is the applicant

Text Amendment 2022-05
Submittal Date: 12/1/2022
Planning Board Review: 1/5/2023
Board of Adjustment Review:
Town Council Hearing Date: 2/7/2023
Approval Date:

Project Name: **OPW Containment Systems**
 Request: Expands parking into adjacent lot
 Location 132 Citation Lane
 Tax ID#: 15079005E PIN#: 168510-37-9463
 Project Status In First Review
 Notes: Adds 289 parking spaces / staff review and approval

Site Plan 2022-12
Submittal Date: 11/21/2022
Planning Board Review:
Board of Adjustment Review:
Town Council Hearing Date:
Approval Date:

Project Name: **Stormwater Ordinance**
 Request: Revises ordinance to reflect State mandated changes.
 Location
 Tax ID#: PIN:
 Project Status
 Notes: Planning Board second review on 1/5/2023

Text Amendment 2022-04
Submittal Date: 11/4/2022
Planning Board Review: 1/5/2023
Board of Adjustment Review:
Town Council Hearing Date: 2/7/2023
Approval Date:

Project Name: **Coprehensive Plan Amendment**
 Request: Revises plan to delete 3rd I95 roadway crossing
 Location
 Tax ID#: PIN:
 Project Status
 Notes: Planning Board recommended approval 12/1/2022

2022-04
Submittal Date: 11/3/2022
Planning Board Review: 12/1/2022
Board of Adjustment Review:
Town Council Hearing Date: 1/3/2023
Approval Date:

Project Name: **Wake Med Urgent Care**
 Request: 4000 square foot medical office
 Location 928 North Brightleaf Boulevard
 Tax ID#: 15007006 PIN#: 260413-13-5325
 Project Status First Review Complete
 Notes: BOA issued a 2.5 foot variance to western most side yard setback

Site Plan 2022-10
Submittal Date: 10/13/2022
Planning Board Review:
Board of Adjustment Review: 7/28/2022
Town Council Hearing Date:
Approval Date:

Project Name: **Deacon Jones Chrysler Addition**
Request: 6,800 sq ft addition
Location 1109 North Brightleaf Boulevard
Tax ID#: 15004022 PIN#: 260413-24-1290
Project Status **Approved**
Notes: Under Construction

Site Plan 2022-07
Submittal Date: 8/24/2022
Planning Board Review:
Board of Adjustment Review:
Town Council Hearing Date:
Approval Date:

Project Name: **Brightleaf Plaza / Enterprise**
Request: 8,900 sq ft building on a 1.98 ac tract
Location 819 North Brightleaf Boulevard
Tax ID#: 15005041 PIN#: 260413-03-5247
Project Status **In third Review**
Notes:

Site Plan 2022-09
Submittal Date: 8/18/2022
Planning Board Review:
Board of Adjustment Review:
Town Council Hearing Date:
Approval Date:

Project Name: **Rex Digestive Center**
Request: 5,656 sq ft building on a 3.17 ac tract
Location 800 Berkshire Road
Tax ID#: 15004021G PIN#: 169416-93-4883
Project Status **In third Review**
Notes:

Site Plan 2022-08
Submittal Date: 8/15/2022
Planning Board Review:
Board of Adjustment Review:
Town Council Hearing Date:
Approval Date:

Project Name: **NC Heart and Vascular Addition**
Request: 4,000 sq ft addition
Location 910 Berkshire Road
Tax ID#: 15004199H PIN#: 260413-04-9166
Project Status **Approved**
Notes: Under Construction

Site Plan 2022-06
Submittal Date: 7/6/2022
Planning Board Review:
Board of Adjustment Review:
Town Council Hearing Date:
Approval Date:

Project Name: **Brogden Industrial**
 Request: 265,000 sq ft warehouse
 Location 934 Brogden Road
 Tax ID#: 15K11012C PIN#: 169310-35-5200
 Project Status **First Review Complete**
 Notes: Staff Review and approval

Site Plan 2022-05	
Submittal Date:	5/18/2022
Planning Board Review:	
Board of Adjustment Review:	
Town Council Hearing Date:	
Approval Date:	

Project Name: **Whitley Townes**
 Request: 70 lot Townhouse Subdivision
 Location West Market Street
 Tax ID#: 15084001 PIN#: 169409-06-6525
 Project Status **Approved**
 Notes: Construction drawings approved

Subdivision 2022-03	
Submittal Date:	4/1/2022
Planning Board Review:	5/5/2022
Board of Adjustment Review:	
Town Council Hearing Date:	6/7/2022
Approval Date:	

Project Name: **Airport Industrial Park lot 7**
 Request: Contractor Office with outdoor storage yard
 Location 9541 Industrial Drive
 Tax ID#: 15J08017K PIN#: 168509-05-1257
 Project Status **Approved**
 Notes: Under Construction

Site Plan 2022-03	
Submittal Date:	3/25/2022
Planning Board Review:	
Board of Adjustment Review:	
Town Council Hearing Date:	
Approval Date:	

Project Name: **Take 5 Oil Change**
 Request: Retail oil change service center
 Location 1307 North Brightleaf Boulevard
 Tax ID#: 14074019 PIN#: 260411-55-6272
 Project Status **Second Review Complete**
 Notes: Staff review of retail oil change service center

Site Plan 2022-02	
Submittal Date:	3/11/2022
Planning Board Review:	
Board of Adjustment Review:	
Town Council Hearing Date:	
Approval Date:	

Project Name: **Floyd's Landing**
 Request: 598 residential units on 698 acres
 Location 2001 US Hwy 70 We
 Tax ID#: 15078012 PIN#: 168500-73-3381
 Project Status **Approved**
 Notes: Construction drawing in second staff review

Subdivision 2022-02	
Submittal Date:	3/4/2022
Planning Board Review:	4/7/2022
Board of Adjustment Review:	
Town Council Hearing Date:	5/2/2022
Approval Date:	

Project Name: **Franklin Towns**
 Request: Preliminary Sub'd for 134 townhouses on 15.9 acers
 Location Wilson's Mills Road
 Tax ID#: 15083049E PIN#: 169406-29-7604
 Project Status **Approved**
 Notes: Under Construction

Subdivision 2022-01	
Submittal Date:	1/7/2022
Planning Board Review:	2/4/2022
Board of Adjustment Review:	
Town Council Hearing Date:	3/1/2022
Approval Date:	

Project Name: **Advancetech**
 Request: 98,280 sq ft manufacturing facility / warehouse
 Location 3900 West US 70 Business Highway
 Tax ID#: 17J08001D PIN#: 168618-20-5729
 Project Status **Approved**
 Notes: Under Construction

Site Plan 2021-19	
Submittal Date:	10/4/2021
Planning Board Review:	
Board of Adjustment Review:	
Town Council Hearing Date:	
Approval Date:	

Project Name: **The Insurance Shoppe**
 Request: 4,900 sq ft free standing office
 Location 131 Kellie Drive
 Tax ID#: 14075021S PIN#: 260405-09-8296
 Project Status **Approved**
 Notes: Under Construction

Site Plan 2021-18	
Submittal Date:	10/1/2021
Planning Board Review:	
Board of Adjustment Review:	
Town Council Hearing Date:	
Approval Date:	

Project Name: **ALA Johnston Charter School**
 Request: Site plan approval
 Location West US 70 Highway
 Tax ID#: 17J08004 PIN#: 168505-19-8748
 Project Status **Approved**
 Notes: Under Construction

Site Plan 20121-18
Submittal Date: 9/17/2021
Planning Board Review:
Board of Adjustment Review:
Town Council Hearing Date:
Approval Date:

Project Name: **JNX Corporate Hangers**
 Request: Parking and stormwater improvements
 Location 3146 Swift Creek Road
 Tax ID#: 15079017D PIN#: 168500-12-1015
 Project Status **Approved**
 Notes: under Construction

Site Plan 2021-17
Submittal Date: 9/17/2021
Planning Board Review:
Board of Adjustment Review:
Town Council Hearing Date:
Approval Date:

Project Name: **Britt Street Triplexes**
 Request: 6 lot division
 Location Britt Street
 Tax ID#: 15L11006 PIN#: 169409-06-1658
 Project Status **Approved**
 Notes: Under Construction

Subdivision 2021-04
Submittal Date: 9/3/2021
Planning Board Review: 10/7/2021
Board of Adjustment Review:
Town Council Hearing Date: 11/2/2021
Approval Date:

Project Name: **Smithfied PD expansion**
 Request: Addition to existing facility
 Location 110 South Fifth Street
 Tax ID#: 15025048 PIN#: 169419-50-2949
 Project Status **Approved**
 Notes: Under Construction

Conditional Zoning 2021-05
Submittal Date: 9/3/2021
Planning Board Review: 10/7/2021
Board of Adjustment Review:
Town Council Hearing Date: 11/9/2021
Approval Date:

Project Name: **Marin Woods Subdivision**
 Request: 143 units on 31.56 Ac.
 Location NC210 Highway
 Tax ID#: 15077008 PIN#: 168400-74-4498
 Project Status **Second Review Complete**
 Notes: Under Construction

Subdivision 2021	
Submittal Date:	7/2/2021
Planning Board Review:	8/5/2021
Board of Adjustment Review:	
Town Council Hearing Date:	9/7/2021
Approval Date:	

Project Name: **Ample Storage Expansion**
 Request: 32K additional building area on 1.84 acres
 Location 787 West Market Street
 Tax ID#: 15078199K PIN#: 169413-04-3402
 Project Status **Approved**
 Notes: Phase 2 Under Construction

Site Plan 2021-16	
Submittal Date:	6/23/2021
Planning Board Review:	
Board of Adjustment Review:	
Town Council Hearing Date:	
Approval Date:	

Project Name: **Airport Industrial Park lot 13**
 Request: Contractors Office with outdoor storage
 Location 55 Airport Industri Drive
 Tax ID#: 15J08017P PIN#: 168500-04-5363
 Project Status **Approved**
 Notes: Under Construction

Site Plan 2021-05	
Submittal Date:	4/6/2021
Planning Board Review:	
Board of Adjustment Review:	
Town Council Hearing Date:	
Approval Date:	5/5/2021

Project Name: **Smithfield Living Facility**
 Request: 83 Unit Assisted Living Facility
 Location Kellie Drive
 Tax ID#: 14075022D PIN#: 260405-09-8645
 Project Status **Approved**
 Notes: Under Construction

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: Under Construction

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: **Johnston County Detention Center**
 Request: Site Plan Approval
 Location 1071 Yelverton Grov Road
 Tax ID#: 15L11011 PIN#: 260300-67-6920
 Project Status **Approved**
 Notes: Jail Site Completed- Public Safety Center 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 3-5**
 Request: Residential Subdivision
 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: **East River Phase 6-7**
 Request: Townhouse Development
 Location Buffalo Road
 Tax ID#: 14075013 PIN#: 169520-80-3415
 Project Status **Approved**
 Notes: All phase 7 housing units permitted / 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: **Twin Creeks Phs 1**
 Request: 28 Lot Subdivision
 Location Gailee Road
 Tax ID#: 15I09011B PIN#: 167300-56-5565
 Project Status
 Notes: Phase 1 Under Construction / near completion

Subdivision 2019-01	
Submittal Date:	4/5/2019
Planning Board Review:	
Board of Adjustment Review:	
Town Council Hearing Date:	
Approval Date:	

Project Name: **Kamdon Ranch**
 Request: 110 Lot Division
 Location Swift Creek Road
 Tax ID#: 15I08020 PIN#: 167400-55-9495
 Project Status **Approved**
 Notes: Phase 2 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: **Smithdfield Landing**
 Request: 5 lot residential subdivision
 Location Front Street
 Tax ID#: 15019017C PIN#: 169418-32-9491
 Project Status **Approved**
 Notes: SFD permits issued 7/18/2022

Special Use 2006-04	
Submittal Date:	
Planning Board Review:	
Board of Adjustment Review:	
Town Council Hearing Date:	
Approval Date:	7/3/2008



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 2022

				Permit Fees	Permits Issued
Zoning	Land Use			\$1000.00	10
Site Plan	Minor Site Plan			\$775.00	28
Zoning	Sign			\$150.00	3
Report Period Total:				\$1,925.00	41
Fiscal YTD Total:				\$10,215.00	153
Z22-000147	Zoning	Land Use	Spanky's Christmas Trees	404 North Brightleaf Blvd	
Z22-000143	Zoning	Sign	The Insurance Shoppe Sign	121 Kellie Dr	
Z22-000137	Zoning	Sign	Woodbridge	1025 Outlet Center Dr	
Z22-000136	Zoning	Land Use	1 Word Bail Bonding, NC LLC	839 South Brightleaf Blvd	
Z22-000148	Zoning	Sign	1 Word Bail Bonding	839 South Brightleaf Blvd	
Z22-000138	Zoning	Land Use	Bolt & Coffee Food Truck	1025 Outlet Center Dr	
Z22-000139	Zoning	Land Use	Patty Cake's Food Truck	1025 Outlet Center Dr	
Z22-000140	Zoning	Land Use	Wise Development	835 Venture Dr	
SP22-000139	Site Plan	Minor Site Plan	Single Family Dwelling Addition	304 North THIRD St	
Z22-000144	Zoning	Land Use	Primer Iglesia	116 Britt St	
SP22-000140	Site Plan	Minor Site Plan	Single Family Dwelling	407 Collier St	
SP22-000152	Site Plan	Minor Site Plan	Single Family Dwelling	176 Pepperbush Dr	
SP22-000153	Site Plan	Minor Site Plan	Single Family Dwelling	180 Pepperbush Dr	
SP22-000154	Site Plan	Minor Site Plan	Single Family Dwelling	172 Pepperbush Dr	
SP22-000155	Site Plan	Minor Site Plan	Single Family Dwelling	168 Pepperbush Dr	
SP22-000156	Site Plan	Minor Site Plan	single Family Dwelling	166 166 Pepperbush Dr	
SP22-000157	Site Plan	Minor Site Plan	Single Family Dwelling	162 Pepperbush Dr	
SP22-000158	Site Plan	Minor Site Plan	Single Family Dwelling	153 Pepperbush Dr	
SP22-000159	Site Plan	Minor Site Plan	Single Family Dwelling	157 Pepperbush Dr	
SP22-000160	Site Plan	Minor Site Plan	single Family Dwelling	161 Pepperbush Dr	
SP22-000161	Site Plan	Minor Site Plan	Single Family Dwelling	163 Pepperbush Dr	
SP22-000162	Site Plan	Minor Site Plan	Single Family Dwelling	167 Pepperbush Dr	

SP22-000163	Site Plan	Minor Site Plan	Single Family Dwelling	171 Pepperbush Dr
SP22-000164	Site Plan	Minor Site Plan	Single Family Dwelling	173 Pepperbush Dr
SP22-000165	Site Plan	Minor Site Plan	Single Family Dwelling	177 Pepperbush Road
SP22-000166	Site Plan	Minor Site Plan	Single Family Dwelling	177 Pepperbush Dr
SP22-000167	Site Plan	Minor Site Plan	Single Family Dwelling	116 East Jessamine CT
SP22-000168	Site Plan	Minor Site Plan	Single Family Dwelling	112 East Jessamine CT
SP22-000169	Site Plan	Minor Site Plan	Single Family Dwelling	108 East Jessamine CT
SP22-000170	Site Plan	Minor Site Plan	Single Family Dwelling	104 East Jessamine CT
SP22-000171	Site Plan	Minor Site Plan	Single Family Dwelling	103 West Jessamine CT
SP22-000172	Site Plan	Minor Site Plan	Single Family Dwelling	107 West Jessamine CT
SP22-000173	Site Plan	Minor Site Plan	Single Family Dwelling	111 West Jessamine CT
SP22-000174	Site Plan	Minor Site Plan	Single Family Dwelling	113 West Jessamine CT
SP22-000175	Site Plan	Minor Site Plan	Single Family Dwelling	117 West Jessamine CT
SP22-000176	Site Plan	Minor Site Plan	Single-Family Dwelling Addition	3158 US Hwy 70 Business East
Z22-000145	Zoning	Land Use	Strike Eagle Cornhole, LLC	505 South Brightleaf Blvd
SP22-000177	Site Plan	Minor Site Plan	Class B Manufactured Home	2564 Galilee Road
Z22-000149	Zoning	Land Use	711 E. Rose St, LLC	711B East Rose St
Z22-000150	Zoning	Land Use	Smithfield Restaurant, Inc.	160 Smithfield Crossing Dr
Z22-000151	Zoning	Land Use	Rubi's Accounting	839 South Brightleaf Blvd



**TOWN OF SMITHFIELD
POLICE DEPARTMENT
MONTHLY REPORT
MONTH ENDING November 30, 2022**

I. STATISTICAL SECTION

Month Ending Nov. 30, 2022	Nov-2022	Nov-2021	Nov-2022	Nov-2021	YTD Difference
Calls for Service	1638	1883	18725	20818	-2093
Incident Reports Completed	95	125	1448	1475	-27
Cases Closed	25	92	747	1102	-355
Accident Reports	85	80	979	800	+179
Arrest Reports	70	81	885	999	-114
Burglaries Reported	4	6	78	71	+7
Drug Charges	11	23	169	272	-103
DWI Charges	4	3	75	77	-2
Citations Issued	157	289	2463	3445	-982
Speeding	80	152	1151	1302	-151
No Operator License	25	45	499	798	-299
Registration Violations	7	35	214	461	-247

II. PERSONNEL UPDATE

The police department currently has 9 vacant positions, with (1) position being held for a student in BLET, which will make the agency 8 Short at this time. The department has conducted interviews for the upcoming BLET program which starts January 5, 2023.

III. MISCELLANEOUS

The department has completed annual firearms training for the year so all in service has been completed at this time. The department has participated with the SRAC to provide Thanksgiving meals to families in need. We started receiving toys for the up-coming Grinch run in December.

REPORTED UCR OFFENSES FOR THE MONTH OF NOVEMBER 2022

PART I CRIMES	November	November	+/-	Percent	Year-To-Date		+/-	Percent
	2021	2022		Changed	2021	2022		Changed
MURDER	0	0	0	N.C.	1	0	-1	-100%
RAPE	1	0	-1	-100%	2	4	2	100%
ROBBERY	1	1	0	0%	9	6	-3	-33%
Commercial	0	0	0	N.C.	3	2	-1	-33%
Individual	1	1	0	0%	6	4	-2	-33%
ASSAULT	2	10	8	400%	44	65	21	48%
* VIOLENT *	4	11	7	175%	56	75	19	34%
BURGLARY	6	3	-3	-50%	66	73	7	11%
Residential	3	1	-2	-67%	34	41	7	21%
Non-Resident.	3	2	-1	-33%	32	32	0	0%
LARCENY	21	19	-2	-10%	348	412	64	18%
AUTO THEFT	3	2	-1	-33%	42	32	-10	-24%
ARSON	0	0	0	N.C.	2	3	1	50%
* PROPERTY *	30	24	-6	-20%	458	520	62	14%
PART I TOTAL:	34	35	1	3%	514	595	81	16%
PART II CRIMES								
Drug	25	9	-16	-64%	273	172	-101	-37%
Assault Simple	11	8	-3	-27%	97	102	5	5%
Forgery/Counterfeit	1	0	-1	-100%	23	16	-7	-30%
Fraud	5	8	3	60%	63	86	23	37%
Embezzlement	2	0	-2	-100%	9	4	-5	-56%
Stolen Property	1	1	0	0%	14	7	-7	-50%
Vandalism	7	14	7	100%	60	72	12	20%
Weapons	0	1	1	N.C.	15	6	-9	-60%
Prostitution	0	0	0	N.C.	0	0	0	N.C.
All Other Sex Offens	1	0	-1	-100%	11	4	-7	-64%
Gambling	0	0	0	N.C.	0	0	0	N.C.
Offn Agnst Faml/Chld	1	0	-1	-100%	3	4	1	33%
D. W. I.	4	4	0	0%	78	72	-6	-8%
Liquor Law Violation	0	0	0	N.C.	11	11	0	0%
Disorderly Conduct	0	0	0	N.C.	6	10	4	67%
Obscenity	0	1	1	N.C.	0	1	1	N.C.
Kidnap	0	0	0	N.C.	1	0	-1	-100%
Human Trafficking	0	0	0	N.C.	0	0	0	N.C.
All Other Offenses	22	21	-1	-5%	199	240	41	21%
PART II TOTAL:	80	67	-13	-16%	863	807	-56	-6%
GRAND TOTAL:	114	102	-12	-11%	1377	1402	25	2%

N.C. = Not Calculable



**Town of Smithfield
Fire Department
November 2022**

I. Statistical Section

	Nov
Confirmed Structure Fires	1
EMS Responses	127
Misc./Other Calls	21
Mutual Aid Calls	3
TOTAL EMERGENCY RESPONSES	152

	Nov	YTD
Fire Inspections	76	629
Public Fire Education Programs	2	39
# Of Children Educated	600	6329
# Of Adults Educated	430	1226
Plans Review Construction/Renovation Projects	17	156
Fire Department Permits reviewed / Issued	13	315
Business Preplans	19	85
Fire Related Injuries & Deaths	0	0
# Of Civilian Deaths	0	0
# Of Civilian Injuries	0	0

II. Major Revenues

	Nov	YTD
Inspections	\$550.00	\$5250.50
Fire Recovery USA	\$1,603.12	\$5563.12

III. Personnel Update:

- Engineer Andrew Rhodes last day December 29th.

IV. Narrative of monthly departmental activities:

- Squad was in-service 6 of 22 days
- Touch-A-Truck
- Brycer Meeting
- Fire Prevention Budget Work
- False Alarm Citation form development for ER and develop training with officers
- Ladder's tested
- Driver/Operator Classes November 1st, 2nd, 9th, and 10th
- Career Day at Smithfield Middle School
- New Hire Orientation
- State Inspection (ISO)

V. Upcoming Plans

- Update website
- Residential and institutional inspections.
- Brycer Implementation
- Smoke Alarm Installations Continue
- Officer Development Classes start in January at Station 1
- New hire starts January 2nd.
- Working on 2023/2024 Budget
- Working with TJ Deluca with the NC League of Municipalities for a Fire Dept Risk Analysis
- Service test apparatus
- Plans for hydrant and hose testing
- Extrication tool demos
- Engine company Preplans

**Town of Smithfield
Public Works Department
November 30, 2022**



151 Total Work Orders completed by the Public Works Department

4 Burials, at \$725.00 each = \$2900.00

0 Cremation Burial, \$425.00 each = \$0

\$10,000.00 Sunset Cemetery Lot Sales

0 Riverside Extension Cemetery Lot Sales

471.23 tons of household waste collected

256.00 tons of yard waste collected

1.15 tons of recycling collected

0 gallons of used motor oil were recycled

0 scrap tires were recycled

Town of Smithfield
Public Works Appearance Division
Cemetery, Landscapes, and Grounds Maintenance
Buildings, Facilities, and Sign Division
Monthly Report
Nov, 2022



I. Statistical Section

Burials

5 Works Orders – Buildings & Facilities Division

38 Work Orders – Grounds Division

3 Work Orders – Sign Division

II. Major Revenues

Sunset Cemetery Lot Sales: \$ 10,000.00

Riverside Ext Cemetery Lot Sales: \$ 0

Grave Opening Fees: \$ 2,900.00

Total Revenue: \$ 12,900.00

III. Major Expenses for the Month:

Paid Craft Digging service \$2,200.00
The Appearance Division purchased

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 Appearance Division safety meeting was on "Snowstorm preparation".

Appearance Commission Nov. 2022 Monthly Report:

- Talked about painting buildings for downtown area.
- Talked about 95 Off 95
- No Quorum for vote

Next Appearance Commission meeting will be on Dec. 5, 2022, at 5:00 pm in Town Hall.

**Town of Smithfield
Public Works Fleet Maintenance Division
Monthly Report
November 30, 2022**



I. Statistical Section

- 2 Preventive Maintenances
- 0 North Carolina Inspections
- 23 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 Dept. safety meeting was on 'Snow Storm preparation" with

**Town of Smithfield
Public Works Drainage/Street Division
Monthly Report
November 30, 2022**



I. Statistical Section

- a. All catch basins in problem areas were cleaned on a weekly basis
- b. 0 Cubes used to cover gator areas and 0 yards gator cracks overlay.
- c. 0 Work Order – 0 Linear Feet Drainage Pipe installed.
- d. 0 Work Orders – 0 Linear Feet of ditches were cleaned
- e. 4 Work Orders – 290 lbs. of Cold Patch was used for 4 Potholes.

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 on "Snowstorm preparation".



Work Orders List for 10/31/2022 - 11/30/2022

WORK ORDER INFO		LOCATION & ASSET	DUE & STATUS	TIME & COST	PROCEDURE ANSWERS
#134	Clean off street drain	Drainage Division Drainage Division	✓ Done Completed by Ethan Bryant on 11/01/2022	Total Time Costs Total Time Total Costs	\$3.01 8m 44s \$3.01
	High				
	Streets Division				
	Ethan Bryant				
#135	Leaning stopsign	Drainage Division Street Division	✓ Done Completed by Ethan Bryant on 11/01/2022	Total Time Costs Total Time Total Costs	\$1.02 2m 58s \$1.02
	Low				
	Streets Division				
	Ethan Bryant				
#136	Leaning speed limit sign	Drainage Division Street Division	✓ Done Completed by Ethan Bryant on 11/01/2022	Total Time Costs Total Time Total Costs	\$0.71 2m 4s \$0.71
	Low				
	Signage				
	Ethan Bryant				
#137	Limbs blocking view of sign	Drainage Division Street Division	✓ Done Completed by Ethan Bryant on 11/01/2022	Total Time Costs Total Time Total Costs	\$1.82 5m 18s \$1.82
	Low				
	Signage				
	Ethan Bryant				

WORK ORDER INFO **LOCATION & ASSET** **DUE & STATUS** **TIME & COST** **PROCEDURE ANSWERS**

#141
Pick up trash bags from litter sweep
High
Streets Division
 Ethan Bryant

Drainage Division
 Street Division

✓ Done
 Completed by Ethan Bryant on 11/02/2022

Total Time Costs \$5.35
 Total Time 15m 32s
Total Costs \$5.35

#146
Remove a Sign
Low
Streets Division
 Ethan Bryant

Drainage Division
 Drainage Division

11/02/2022
 ✓ Done
 Completed by Ethan Bryant on 11/02/2022

Total Time Costs \$12.72
 Total Time 36m 56s
Total Costs \$12.72

#157
Pick up flags down town
High
Streets Division
 Ethan Bryant

Drainage Division
 Street Division

✓ Done
 Completed by Ethan Bryant on 11/04/2022

Total Time Costs \$32.94
 Total Time 1h 35m 39s
Total Costs \$32.94

#167
Pick up cones and trashcans
Streets Division
 Ethan Bryant

Drainage Division
 Street Division

✓ Done
 Completed by Ethan Bryant on 11/07/2022

Total Time Costs \$2.98
 Total Time 8m 39s
Total Costs \$2.98

Cones Delivered : 25
 # Trash Cans Delivered: 10
 Truck(s) #: 412
 # Of Workers : 5

WORK ORDER INFO LOCATION & ASSET DUE & STATUS TIME & COST PROCEDURE ANSWERS

WORK ORDER INFO	LOCATION & ASSET	DUE & STATUS	TIME & COST	PROCEDURE ANSWERS
#181 Make up American flags	Drainage Division Street Division	✓ Done Completed by Ethan Bryant on 11/08/2022	Total Time Costs Total Time Total Costs	\$3.74 10m 52s \$3.74
High Streets Division Ethan Bryant				
#192 Community watch signs	Drainage Division Street Division	✓ Done Completed by Ethan Bryant on 11/09/2022	Total Time Costs Total Time Total Costs	\$2.11 6m 7s \$2.11
High Signage Ethan Bryant				Type of sign: Community watch Materials / Hardware: 4 bolts 4 washers 4 nuts Truck #: 412 Name of workers: Ethan & jb
#499 POD holes	Appearance Division Truck #905 Parent: Appearance Division	✓ Done Completed by Joey Price on 11/10/2022	Total Time Costs Total Time Total Additional Costs Total Costs	\$5.63 15m 52s \$66.00 \$71.63
Medium Streets Division Joey Price				
#177 Stopped up drain pipe		11/08/2022 ✓ Done Completed by Ethan Bryant on 11/14/2022	Total Time Costs Total Time Total Costs	\$0.60 1m 44s \$0.60
Medium Streets Division Ethan Bryant				

WORK ORDER INFO LOCATION & ASSET DUE & STATUS TIME & COST PROCEDURE ANSWERS

#216
Blind corner
Low
Streets Division
 Ethan Bryant

Drainage Division
 Street Division

✓ Done
 Completed by Ethan Bryant on 11/14/2022

Total Time Costs \$4.48
 Total Time 13m 0s
Total Costs \$4.48

#220
Limbs hanging in roadway
Medium
Streets Division
 Ethan Bryant

Drainage Division
 Street Division

✓ Done
 Completed by Ethan Bryant on 11/15/2022

Total Time Costs \$5.76
 Total Time 16m 44s
Total Costs \$5.76

#227
Pothole
Medium
Streets Division
 Ethan Bryant

Appearance Division

✓ Done
 Completed by Ethan Bryant on 11/17/2022

Total Time Costs \$3.77
 Total Time 10m 57s
 Total Additional Costs \$24.75
Total Costs \$28.52

Square Feet of repair : 2x2
 Bags of Perma Patch used.: 1
 Material used : 1 bag permapatch 1 rake
 Truck(s) #: 401
 Names of worker(s): Ethan&jb

#236
Pot hole
Streets Division
 Ethan Bryant

Drainage Division
 Drainage Division

11/16/2022
 ✓ Done
 Completed by Ethan Bryant on 11/17/2022

Total Time Costs \$7.09
 Total Time 20m 36s
 Total Additional Costs \$24.75
Total Costs \$31.84

Square Feet of repair : 2x3
 Bags of Perma Patch used.: 1-1/2
 Material used : 1-1/2 bags permapatch 1 rake
 Truck(s) #: 401
 Names of worker(s): Ethan&jb

WORK ORDER INFO LOCATION & ASSET DUE & STATUS TIME & COST PROCEDURE ANSWERS

#237	Gravel streets Streets Division	Drainage Division Drainage Division	11/16/2022 ✓ Done Completed by Ethan Bryant on 11/17/2022	Total Time Costs Total Time Total Costs	\$14.51 42m 8s \$14.51	Truck(s) #: 401 & 420 backhoe Names of worker(s): Ethan&jb
Ethan Bryant						
#247	Fix speed bump at Sarah yard High	Drainage Division Street Division	✓ Done Completed by Ethan Bryant on 11/21/2022	Total Time Costs Total Time Total Costs	\$7.09 20m 35s \$7.09	
Ethan Bryant						
#216	TOP truck is in the way	Streets Division	✓ Done Completed by Tony Burnette on 11/23/2022	Total Time Costs Total Time Total Costs	\$0.05 0m 8s \$0.05	
Lawrence Davis michael Sliger Tony Burnette						
#208	Decorative flag outside of town hall on fourth street came off the pole	Drainage Division Street Division	11/15/2022 ✓ Done Completed by Ethan Bryant on 11/28/2022			
Ethan Bryant						

WORK ORDER INFO **LOCATION & ASSET** **DUE & STATUS** **TIME & COST** **PROCEDURE ANSWERS**

#285
Straight up sign
Low
Signage
 Ethan Bryant

#266
Tree lighting cones for PD
High
Streets Division
Appearance Division
 Joey Price
 Ethan Bryant

#256
TREE LIGHTING EVENT
High
Appearance Division
Streets Division
 Joey Price
 Ethan Bryant

✓ Done
 Completed by Ethan Bryant on 11/28/2022

Total Time Costs
 Total Time 3m 20s
Total Costs \$1.15

12/01/2022

✓ Done
 Completed by Joey Price on 11/30/2022

Total Time Costs
 Total Time 32m 25s
Total Costs \$11.50

12/01/2022

✓ Done
 Completed by Ethan Bryant on 11/30/2022

Total Time Costs
 Total Time 1h 2m 23s
Total Costs \$21.48

WORK ORDER INFO **LOCATION & ASSET** **DUE & STATUS** **TIME & COST** **PROCEDURE ANSWERS**

#257 Drainage Division 12/02/2022 Total Time Costs \$29.03

Grinche Run Event Street Division ✓ Done Total Time 1h 24m 18s

High Completed by Ethan Bryant on 12/02/2022 **Total Costs** **\$29.03**

Streets Division

Appearance Division

Joey Price

Ethan Bryant

#171 Drainage Division On Hold Total Time Costs \$4.02

Drain stopped up Street Division Total Time 11m 40s

Streets Division **Total Costs** **\$4.02**

Ethan Bryant

#205 Drainage Division 11/23/2022 Total Time Costs \$4.02

Drain needs to be cleaned Drainage Division ✓ Open Total Time 11m 40s

Streets Division **Total Costs** **\$4.02**

Ethan Bryant

#295 Drainage Division 11/23/2022 Total Time Costs \$4.02

Fix pothole Street Division ✓ Open Total Time 11m 40s

Streets Division **Total Costs** **\$4.02**

Ethan Bryant



Work Orders List for 10/31/2022 - 11/30/2022

WORK ORDER INFO	LOCATION & ASSET	DATE & STATUS	TIME & COST	PROCEDURE ANSWERS
#136 Leaning speed limit sign Low Signage Ethan Bryant	Drainage Division Street Division	✓ Done Completed by Ethan Bryant on 11/01/2022	Total Time Costs Total Time 2m 4s Total Costs \$0.71	
#137 Limbs blocking view of sign Low Signage Ethan Bryant	Drainage Division Street Division	✓ Done Completed by Ethan Bryant on 11/01/2022	Total Time Costs Total Time 5m 18s Total Costs \$1.82	
#192 Community watch signs High Signage Ethan Bryant	Drainage Division Street Division	✓ Done Completed by Ethan Bryant on 11/09/2022	Total Time Costs Total Time 6m 7s Total Costs \$2.11	Type of sign: Community watch Materials / Hardware: 4 bolts 4 washers 4 nuts Truck #: 412 Name of workers: Ethan & jb
#285 Straight up sign Low Signage Ethan Bryant	Drainage Division Street Division	✓ Done Completed by Ethan Bryant on 11/28/2022	Total Time Costs Total Time 3m 20s Total Costs \$1.15	

**Town of Smithfield
Public Works Sanitation Division
Monthly Report
November 30, 2022**



I. Statistical Section

The Division collected from approximately 4,102 homes, 4 times during the month

- a. Sanitation forces completed 31 work orders
- b. Sanitation forces collected tons 421.37 of household waste
- c. Sanitation forces disposed of 128 loads of yard waste and debris at Spain Farms Nursery
- d. Recycled 0 tons of clean wood waste (pallets) at Convenient Site Center
- e. Town's forces collected .98 tons of construction debris (C&D)
- f. Town disposed of 0 scrap tires that was collected at Convenient Site Center
- g. Recycling forces collected 1.15 tons of recyclable plastic
- h. Recycled 0 lbs. of cardboard material from the Convenient Site Center
- i. A total of 0 gals of Anti-freeze was collected at the Convenient Site Center
- j. Recycled 0 lbs. of plastics & glass (co-mingle) from the Convenient Site Center

II. Major Revenues

- a. Received \$0 from Sonoco Products for cardboard material
- b. Sold 0 lbs. of aluminum cans for
- c. Sold 2120 lbs. of shredder steel for \$143.10 to Omni Source

III. Major Expenses for the Month:

Spain Farms Nursery was paid \$4,608 for disposal of yard waste and debris. Carolina Environmental Systems Inc. was paid \$1,312.68 for a new Joy Stick for KB truck #304. Inline fluid Power was paid \$536.88 for a new main line for KB Truck #304. Velocity truck Centers of Raleigh was paid \$1,350.36 for parts to sanitation truck.

IV. Personnel Update:

The Department worked with Mitchells Temporary for one vacant position in Sanitation.

V. Narrative of monthly departmental activities:

The department worked closely with Parks and Recreation providing traffic control devices and event containers for The Grinch run Event. The department also worked closely with Smithfield PD providing traffic cones and trash cans for their Black Friday events. The Public Works Dept. safety meeting was on Snow storm preparing Mike Sliger conducted the meeting. Community Service Workers worked 0 Hrs.



MONTHLY REPORT FOR NOVEMBER, 2022

PROGRAMS STATISTICS	November, 2022		November, 2021	
NUMBER OF PROGRAMS	9		7	
TOTAL ATHLETICS PARTICIPANTS	439		202	
TOTAL NON/ATHLETIC PARTICIPANTS	71		380	
NUMBER OF GAMES PLAYED	5		0	
TOTAL NUMBER OF PLAYERS (GAMES)	126		0	
NUMBER OF PRACTICES	10		18	
TOTAL NUMBER OF PLAYER(S) PRACTICES	259		162	
SARAH YARD CENTER VISITS	79		176	
	November, 2022	22/23 FY YTD	November, 2021	21/22 FY YTD
PARKS RENTALS	38	330	29	205
USERS (PARKS RENTALS)	846	9609	836	6343
TOTAL UNIQUE CONTACTS	1,749	19,503	1,376	16,124
	November, 2022	22/23 FY YTD	November, 2021	21/22 FY YTD
FINANCIAL STATISTICS				
PARKS AND RECREATION REVENUES	\$ 3,660.00	\$ 48,963.00	\$ 3,192.00	\$ 27,292.00
PARKS AND RECREATION EXPENDITURES (OPERATIONS)	\$ 73,203.00	\$ 359,808.00	\$ 69,172.00	\$ 326,660.00
PARKS AND RECREATION EXPENDITURES (CAPITAL OUTLAY EQUIP)	\$ 3,536.00	\$ 39,354.00	\$ 25,295.00	\$ 64,045.00
SARAH YARD CENTER EXPENDITURES (OPERATIONS)	\$ 1,771.00	\$ 12,124.00	\$ 2,639.00	\$ 14,517.00
SARAH YARD CENTER EXPENDITURES (CAPITAL OUTLAY EQUIP)	\$ -	\$ 21,500.00		

HIGHLIGHTS: Youth Basketball - 246 participants
Youth Pre-Season Basketball Camp



SRAC MONTHLY REPORT FOR NOVEMBER, 2022

PROGRAMS SATISTICS	November, 2022		November, 2021	
NUMBER OF PROGRAMS	18		17	
TOTAL CONTACT WITH PROGRAM PARTICIPANTS	2681		2707	
	November, 2022	22/23 FY YTD	November, 2021	21/22 FY YTD
SRAC MEMBER VISITS	2786	15775	2585	15334
DAY PASSES	708	7082	338	5858
RENTALS (SRAC)	45	290	44	191
USERS (SRAC RENTALS)	2984	12106	2697	8482
TOTAL UNIQUE CONTACTS	9,159	56,675	8,327	44,874
	November, 2022	22/23 FY YTD	November, 2021	21/22 FY YTD
FINANCIAL STATISTICS				
SRAC REVENUES	\$ 42,525.00	\$ 300,927.00	\$ 33,164.00	\$ 258,502.00
SRAC EXPENDITURES	\$ 105,135.00	\$ 455,930.00	\$ 83,136.00	\$ 408,565.00
SRAC APITAL OUTLAY	\$ 1,250.00	\$ 1,355.00	\$ -	\$ 4,630.00
SRAC MEMBERSHIPS	2995		2338	

NOTES: Hosted 7 High School Swim Meets
 Alligator Steps - 2000+ Swim Lessons
 Pottery Classes (all full)



- **Statistical Section**

- Electric CP Demand 23,095 Kw relative to October's demand of 16,982 Kw.
- Electric System Reliability was 99.9998%, with one (1) recorded main line outage; relative to October's 99.9960%.
- Raw water treated on a daily average was 4.330 MG relative to 4.435 MG for October; with maximum demand of 5.235 MG relative to October's 5.003 MG.
- Total finished water to the system was 120.153 MG relative to October's 130.153 MG. Average daily for the month was 4.005 MG relative to October's 4.204 MG. Daily maximum was 5.050 MG (November 8th) relative to October's 4.749 MG. Daily minimum was 3.181 MG (November 19th), relative to October's 3.022 MG.

- **Miscellaneous Revenues**

- Water sales were \$226,614 relative to October's \$271,430
- Sewer sales were \$398,095 relative to October's \$443,074
- Electrical sales were \$1,098,990 relative to October's sales of \$1,191,062
- Johnston County Water purchases were \$159,404 for 65.063 MG relative to October's \$166,833 for 68.095 MG.

- **Major Expenses for the Month**

- Electricity purchases were \$942,469 relative to October's \$797,553.
- Johnston County sewer charge was \$119,306 for 30.453 MG relative to October's \$146,515 for 37.214 MG.

- **Personnel Changes**

- Hunter Tilghman changed from a Water Plant Operator to a Utility Line Mechanic on November 28.



**Town of Smithfield
Electric Department
Monthly Report
November, 2022**

I. Statistical Section

- Street Lights repaired -17
- Area Lights repaired 19
- Service calls – 33
- Underground Electric Locates -271
- Poles changed out/removed or installed -4
- Underground Services Installed -4

II. Major Revenues

- N/A

III. Major Expenses for the Month:

- N/A

IV. Personnel Update:

- The Utility Dept. had a Safety meeting on Health & Wellness.
- The Electrical Dept. is short of workforce by 3 mid-grade lineman. We have trained these guys and they have left to go to other jobs for more money. As of now we don't have enough seasoned guys to maintain a constant and consistent work load.

V. Miscellaneous Activities:

- The Electrical Dept. is still continuing to install the infrastructure for East River Phase 6 & 7.
- Energized the new Water Plant transformer.



WATER & SEWER

November 2022 Monthly Report

● DISCONNECT WATER	3
● RECONNECT WATER	1
● TEST METER	2
● TEMPORARY METER SET	1
● DISCOLORED WATER CALLS	9
● LOW PRESSURE CALLS	4
● NEW/RENEW SERVICE INSTALLS	3
● LEAK DETECTION	13
● METER CHECKS	13
● METER REPAIRS	7
● WATER MAIN/SERVICE REPAIRS	4
● STREET CUTS	3
● REPLACE EXISTING METERS	13
● INSTALL NEW METERS	19
● FIRE HYDRANTS REPAIRED	2
● FIRE HYDRANTS REPLACED	3
● SEWER REPAIRS	11
● CLEANOUTS INSTALLED	8
● INSPECTIONS	5
● CAMERA SEWER	2

- SEWER MAIN CLEANED 13361 LF
- SERVICE LATERALS CLEANED 1590 LF
- SERVICE CALLS 117
- LOCATES 210
- SERVICE AND MAINTAINED ALL 18 LIFT STATIONS 2 TIMES PER WEEK
- INSPECTED ALL AERIAL SEWERS ONE TIME
- INSPECTED HIGH PRIORITY MANHOLES WEEKLY
- HELPED PUBLIC WORKS CLEAN STORM DRAIN ISSUES DURING EVERY RAIN FALL EVENT.

MAJOR EXPENSES FOR THE MONTH OF NOVEMBER

1. Stucky's Backhoe had to make a lot of the repairs due to short staff.

PERSONNEL UPDATES

Hunter Tilghman started

UPCOMING PROJECTS FOR THE MONTH OF NOVEMBER

Contractor starting Town homes on Wilsons Mills Rd.

Hydrant Mechanics/Donald still installing and repairing fire hydrants.

Possibly starting the sewer replacement on Underwood Ave.



MONTHLY WATER LOSS REPORT

November 2022

(9) - Meters with slow washer leaks

(1)- 2" Line, 1/8" hole – 1 Day

(4)- 3/4" Line, 1/8" hole – 1 Day

(2) Fire Hydrant leaking

Smithfield Water Plant
Distribution Sampling Site Plan

Hydrant Flushing

Street Name	Date	Chlorine	Time	Gallons	Psi	Street Name	Date	Chlorine	Time	Gallons	PSI
Stephenson Drive	11/28/22	3	15	7965	10	North Street	11/28/22	3.5	15	17820	40
Computer Drive	11/28/22	3	15	31860	10	West Street	11/28/22	3.5	15	78030	50
Castle Drive	11/28/22	3	15	7965	10	Regency Drive	11/28/22	3.5	15	63720	60
Parkway Drive	11/28/22	3	15	63720	40	Randers Court	11/28/22	3.5	15	15930	40
Garner Drive	11/28/22	3	15	63723	40	Noble Street	11/28/22	3.5	15	15930	40
Hwy 210 Lift Sta	11/28/22	3	15	15930	40	Fieldale Dr#1(L)	11/28/22	3.5	15	63720	40
Skyland Drive	11/28/22	3	15	7965	10	Fieldale Dr#2(R)	11/28/22	3.5	15	63720	40
Bradford Street	11/28/22	3	15	15930	10	Heather Court	11/28/22	3.5	15	15930	40
Kellie Drive	11/28/22	3	15	7965	10	Reeding Place	11/28/22	3.5	15	15930	40
Edgewater	11/28/22	2.8	15	7965	10	East Street	11/28/22	2.5	15	63720	40
Edgecombe	11/28/22	2.8	15	15930	40	Smith Street	11/28/22	3	15	63720	40
Valley Wood	11/28/22	3	15	63720	40	Wellons Street	11/28/22	2.5	15	63720	40
Creek Wood	11/28/22	3	15	63720	40	Kay Drive	11/28/22	2.9	15	38985	15
White Oak Drive	11/29/22	3	15	7965	10	Huntington Place	11/29/22	1.4	15	38985	15
Brookwood Drive	11/29/22	3	15	22515	5	N. Lakeside Drive	11/29/22	1.4	15	9750	15
Runnymede Place	11/29/22	3	15	31860	10	Cypress Point	11/29/22	1.6	15	34890	12
Nottingham Place	11/29/22	3	15	38985	10	Quail Run	11/29/22	2.2	15	8715	12
Heritage Drive	11/29/22	3	15	38985	10	British Court	11/29/22	2.4	15	8715	12
Noble Plaza #1	11/29/22	3	15	9750	10	Tyler Street	11/29/22	2.6	15	78030	60
Noble Plaza #2	11/29/22	2.8	15	9750	10	Yelverton Road	11/29/22	3.2	15	63720	40
Pinecrest Street	11/29/22	2.8	15	19500	10	Ava Gardner	11/29/22	2	15	63720	40
S. Sussex Drive	11/29/22	3	15	31860	10	Waddell Drive	11/30/22	3.5	15	7965	10
Elim Drive	11/29/22	3	15	9750	10	Henley Place	11/30/22	3.5	15	8715	12
						Birch Street	11/30/22	3	15	34890	12
Coor Farm Supply	11/30/22	2	15	7965	10	Pine Street	11/30/22	2.5	15	38985	15
Old Goldsboro Rd,	11/30/22	3	15	7965	10	Oak Drive	11/30/22	2.5	15	37695	14
Hillcrest Drive	11/30/22	2	15	31860	10	Cedar Drive	11/30/22	2	15	31860	10
Eason Street	11/30/22	2	15	38985	40	Aspen Drive	11/30/22	3.5	15	34890	12
Magnolia circle	11/30/22	3	15	78030	40	Furlonge Street	11/30/22	3	15	34890	12
Rainbow Drive	11/30/22	2.8	15	19500	60	Golden Corral	11/30/22	3	15	40290	16
Rainbow Circle	11/30/22	2	15	19500	60	Holland Drive	11/30/22	3	15	9750	15
Moonbeam Circle	11/30/22	2.3	15	19500	60	Davis Street	11/30/22	2	15	34890	12
Ray Drive	11/30/22	2.8	15	15930	60	Caroline Ave.	11/30/22	2	15	31860	10
Will Drive	11/30/22	1	15	63720	40	Johnston Street	11/30/22	3.4	15	38985	15
Michael Lane	11/30/22	3.5	15	63720	40	Ryans	11/30/22	1.5	90	9750	15
Ward Street	11/30/22	3.5	15	15930	40						

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