

The Smithfield Town Council held its continued meeting on Tuesday, June 23rd, 2014. The meeting was called to order at 6:00 p.m. Members present were Mr. T. Carter Williams, Mayor; Mr. Andrew Gregory, Vice Mayor; Ms. Connie Chapman, Mr. Michael Smith, Dr. Milton Cook, Mrs. Denise N. Tynes, and Mr. Randolph Pack. Staff members present were Mr. Peter M. Stephenson, Town Manager; Mr. William T. Hopkins III, Director of Planning, Engineering, and Public Works; Ms. Lesley King, Town Clerk; Ms. Ellen Minga, Town Treasurer; Mr. Steven Bowman, Chief of Police; Ms. Amy Musick, Smithfield Center Director; and Mr. William H. Riddick, III, Town Attorney. There were no (0) citizens present. The media was represented by Ms. Abby Proch of The Smithfield Times.

Mayor Williams – Good evening ladies and gentlemen. I would like to call the June 23rd, 2014 continued meeting of the Smithfield Town Council to order. This is a continued meeting from the June 3rd, 2014 Town Council meeting. We will start with our Upcoming Meetings and Activities.

Town Manager – Thank you, Your Honor. We just listed a few that are rapidly approaching. We have Committee meetings tomorrow at 4:00 p.m. We have a regular Town Council meeting on Tuesday, July 1st, 2014 at 7:30 p.m. On July 3rd, Thursday night we will have our fireworks display at Clontz Park at approximately 9:30 p.m. Town Administrative Offices will be closed in observance of Independence Day on July 4th. We will go over the rest of the July meeting schedule next Tuesday.

Mayor Williams – Next is the Action Section. We have a Public Hearing: Increase Cigarette Tax. We will have a staff presentation by Ms. Ellen Minga, Town Treasurer.

Town Treasurer – The public hearing is for consideration of an increase in the cigarette tax from .25 cents per pack to .35 cents per pack as well as a reduction in the discount from 8% to 6%. The discount is allowed to cover the cost of affixing the stamps to the cigarette packs. The cigarette tax sales generally range from \$130,000.00 to \$150,000.00 per year depending on the number of stamps sold to wholesalers. We have one week left in this fiscal year. We have collected \$145,481.90. If we apply the increase in tax and the reduction in discounts to this year's revenues we would collect an additional \$63,250.00. Assuming that sales do not drop significantly with the increase this additional revenue will be used to fund Town of Smithfield expenses such as museum salaries.

Mayor Williams – Does anyone have any questions? I now declare the public hearing open. Do we have any sign ups? Seeing none, I declare the public hearing closed. We will have consideration by Finance Committee Chair, Mr. Randy Pack.

Councilman Pack – Thank you, Mr. Mayor. I would like to make a motion that we approve the increase in the cigarette tax as presented by our Town Treasurer.

Councilwoman Chapman – Second.

Mayor Williams – A motion has been made and properly seconded. Is there any further discussion? Roll call vote.

On call for the vote, seven members were present. Councilman Smith voted aye, Councilman Dr. Cook voted aye, Councilman Pack voted aye, Councilwoman Chapman voted aye, Vice Mayor Gregory voted aye, Councilwoman Tynes voted aye, and Mayor Williams voted aye. There were no votes against the motion. The motion passed.

Mayor Williams – Next we have an Ordinance to Remove Meals Tax and Transient Occupancy Tax Discounts. We will have consideration by the Finance Committee Chair, Mr. Randy Pack.

Councilman Pack – Thank you, Mr. Mayor. This ordinance is to remove meals tax and transient occupancy tax discounts. We currently offer a discount to those that collect meals tax and a commission to those that have a transient occupancy tax. We would like to remove both the discount and commission this evening.

Town Attorney – Mr. Mayor, I have prepared ordinances that are attached to your agenda. The appropriate motion would be to adopt the ordinances to repeal the meals tax discount and the transient occupancy tax commission.

Councilman Pack – So moved.

Vice Mayor Gregory – Second.

Mayor Williams – A motion has been made and properly seconded. Is there any further discussion? Roll call vote.

On call for the vote, seven members were present. Councilman Smith voted aye, Councilman Dr. Cook voted aye, Councilman Pack voted aye, Councilwoman Chapman voted aye, Vice Mayor Gregory voted aye, Councilwoman Tynes voted aye, and Mayor Williams voted aye. There were no votes against the motion. The motion passed.

Mayor Williams – The next is a Resolution to Adopt the Budget for Fiscal Year 2014/2015. Finance Committee Chair, Mr. Randy Pack.

Councilman Pack – Thank you, Mr. Mayor. This is a resolution to adopt the budget for fiscal year 2014/2015. I will make a motion that we adopt the budget for 2014/2015 as previously presented.

Councilwoman Chapman – Second.

Mayor Williams – A motion has been made and properly seconded. Is there any further discussion? Roll call vote.

On call for the vote, seven members were present. Councilman Smith voted aye, Councilman Dr. Cook voted aye, Councilman Pack voted aye, Councilwoman Chapman voted aye, Vice Mayor Gregory voted aye, Councilwoman Tynes voted aye, and Mayor Williams voted aye. There were no votes against the motion. The motion passed.

Mayor Williams – Next we have a Motion to Amend the Town of Smithfield's Personnel Policy Manual and Pay & Classification Plan. Finance Committee Chair, Mr. Randy Pack.

Councilman Pack – I would like to make a motion that we approve amendments to the town's Personnel Policy Manual and Pay & Classification Plan as presented by our Town Manager.

Councilwoman Chapman – Second.

Mayor Williams – A motion has been made and properly seconded. Is there any further discussion? Roll call vote.

On call for the vote, seven members were present. Councilman Smith voted aye, Councilman Dr. Cook voted aye, Councilman Pack voted aye, Councilwoman Chapman voted aye, Vice Mayor Gregory voted aye, Councilwoman Tynes voted aye, and Mayor Williams voted aye. There were no votes against the motion. The motion passed.

Mayor Williams – Next is New Business. Does any Council member have any new business?

Town Treasurer – I did not realize that this was not on the agenda. I was hoping that we could go ahead and approve the invoices that we discussed at the Committee meeting for AV system and the Isle of Wight Obligation Bond. Motion to approve payment for the invoice for AV system for \$17,707.90 and invoice for the Isle of Wight Obligation Bond for \$36,511.07. I believe they are expecting payment for the Production AV system as soon as possible so we wanted to cut the check tomorrow. Our agreement with the County on the bond is that it is due a certain number of days prior to

their payment due date which is July 1st. I want to go ahead and have those two checks cut if it is okay.

Councilman Pack – I will make a motion that we approve the payment of \$17,707.90 to Productive AV for several audio visual items for the Smithfield Center and payment of \$36,511.07 for the Isle of Wight Obligation Bond.

Vice Mayor Gregory – So moved.

Councilwoman Chapman – Second.

Mayor Williams – A motion has been made and properly seconded. Is there any further discussion? Roll call vote.

On call for the vote, seven members were present. Councilman Smith voted aye, Councilman Dr. Cook voted aye, Councilman Pack voted aye, Councilwoman Chapman voted aye, Vice Mayor Gregory voted aye, Councilwoman Tynes voted aye, and Mayor Williams voted aye. There were no votes against the motion. The motion passed.

Mayor Williams – Is there any other new business?

Councilwoman Chapman – I would like to clarify that the Council understands the request for street closure for Main Street for the 200 block for the “National Night Out” from probably about 5:00 p.m. until 8:00 p.m.

Councilwoman Tynes – It is on the agenda for July.

Councilwoman Chapman – Yes. We just wanted clarification.

Mayor Williams – I think the Police Department is well aware of it.

Councilwoman Tynes – They could have asked me since I chair that committee.

Mayor Williams – Is there any old business? Next is a Closed Session: Evaluation for the Four Appointed Positions.

Town Attorney – Mr. Mayor, do you also want to discuss the disposition of publicly held real property?

Mayor Williams – Yes.

Town Attorney – Mr. Mayor and Council members we need a motion to go into closed session for the purpose of discussing personnel matters in particular the evaluations of appointed positions and a discussion of acquisition and disposition of publicly held real property.

Councilman Pack – So moved.

Councilman Smith – Second.

Mayor Williams – A motion has been made and properly seconded. All in favor say aye, opposed say nay.

On call for the vote, seven members were present. Councilman Smith voted aye, Councilman Dr. Cook voted aye, Councilman Pack voted aye, Councilwoman Chapman voted aye, Vice Mayor Gregory voted aye, Councilwoman Tynes voted aye, and Mayor Williams voted aye. There were no votes against the motion. The motion passed.

Town Council went into closed session at 6:10 p.m.

Town Council went back into the regular session at 6:54 p.m.

Town Attorney – Mr. Mayor, we need a motion that during the closed session there was only a discussion of personnel matters particularly evaluations of appointed positions. Also, there was a discussion for acquisition and disposition of publicly held real property for public purpose pursuant to Section 2.2-3711.A.1 & 3 Code of Virginia.

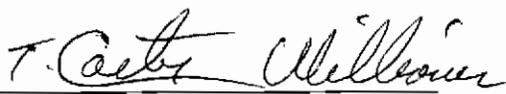
Vice Mayor Gregory – So moved.

Councilwoman Tynes – Second.

Mayor Williams – A motion has been made and properly seconded. All in favor say aye, opposed say nay.

On call for the vote, seven members were present. Councilman Smith voted aye, Councilman Dr. Cook voted aye, Councilman Pack voted aye, Councilwoman Chapman voted aye, Vice Mayor Gregory voted aye, Councilwoman Tynes voted aye, and Mayor Williams voted aye. There were no votes against the motion. The motion passed.

The meeting adjourned at 6:54 p.m.


T. Carter Williams
Mayor


Peter Stephenson, AICP, ICMA-CM
Town Manager