



**SMITHFIELD TOWN COUNCIL AGENDA**  
**September 1<sup>st</sup>, 2009 at 7:30 p.m.**  
**Held at Smithfield Center, 220 N. Church Street**

**A. INFORMATIONAL SECTION:**

1. Manager's Report
  - a. August Activity Report

**B. UPCOMING MEETINGS AND ACTIVITIES:**

- |          |   |   |
|----------|---|---|
| Sept. 1  | - | 7:30 p.m. – Town Council Meeting  |
| Sept. 8  | - | 7:30 p.m. – Planning Commission Meeting   |
| Sept. 15 | - | 6:30 p.m. – Board of Zoning Appeals   |
| Sept. 15 | - | 7:30 p.m. – Board of Historic and Architectural Review Meeting  |
| Sept. 28 | - | 3:00 p.m. – Town Council Committee Meetings (Consecutive)<br>Fire and Rescue Committee<br>Public Buildings & Welfare Committee<br>Finance Committee |
| Sept. 29 | - | 3:00 p.m. – Town Council Committee Meetings (Consecutive)<br>Public Works Committee<br>Water & Sewer Committee<br>Police Committee                  |

NOTE: All of the above public meetings will be held at the Smithfield Center, unless otherwise noted.

**C. Public Comments:**

The public is invited to speak to Council on any matters, except scheduled public hearing(s). There will be a separate sign up sheet for public hearings. For public comments please use the appropriate sign-up sheet. Comments are limited to five (5) minutes per person. Any required response(s) from the Town will be provided in writing following the meeting.

1. Briefing by Mr. Al Casteen, Isle of Wight County Board of Supervisor, Smithfield District

**D. Council Comments**

**NOTICE OF INTENT TO COMPLY WITH THE AMERICANS WITH DISABILITIES ACT.** Reasonable efforts will be made to provide assistance or special arrangements to qualified individuals with disabilities in order to participate in or attend Town Council Meetings. ADA compliant hearing devices are available for use upon request. Please call (757) 356-9939 at least 24 hours prior to the meeting date so that proper arrangements may be made.

## **CONSENT AGENDA ITEMS**

- C1. **Isle of Wight Commission on Aging Request for Waiver of Fees for Use (May 22, 2009) of Smithfield Center (does not include waiver of Kitchen Usage Fee)**  
Public Buildings & Welfare Committee Chair, Harry G. Dashiell Jr.
- C2. **Approval for Kayak/Canoe Launch Dock Plan for Windsor Castle Public Park**  
Public Buildings & Welfare Committee Chair, Harry G. Dashiell, Jr.
- C3. **Invoices Over \$10,000 Requiring Council Consideration:**
- |                                 |              |
|---------------------------------|--------------|
| a. Instrulogic Corporation      | \$ 19,056.55 |
| b. Gately Communication Company | \$ 10,352.58 |
| c. SPSA – Recycling             | \$ 10,173.87 |
| d. Clark Nexsen                 | \$ 29,963.00 |
| e. Blair Brothers, Inc.         | \$141,704.71 |
| f. CB & I, Inc.                 | \$ 98,396.25 |
- Finance Committee Chair, Mayor David M. Hare
- C4. **Resolution of Support for the Green Jobs Act**  
Finance Committee Chair, Mayor David M. Hare
- C5. **Continuation of the Town of Smithfield’s Newsletter (Twice a Year Publication)**  
Finance Committee Chair, Mayor David M. Hare
- C6. **Authorization for Town Manager to Proceed with Demolition Contractor Services for the Pinewood Heights Properties: 69 & 70 Carver Avenue and 99 & 100 Pinewood Drive**  
Public Buildings & Welfare Committee Chair, Harry G. Dashiell Jr.
- C7. **Authorization for Town Manager to Execute the Virginia Department of Transportation Amendment to Project Development and Administration Agreement (Smithfield Downtown Revitalization Project – TEA-21 Grant Award)**  
Public Works Committee Chair, Denise N. Tynes
- C8. **Resolution to Accept the Sanitary Sewer Overflow Special Order by Consent Project Model Development Scope of Services and Fees Not to Exceed \$35,000**  
Water and Sewer Committee Chair, Andrew C. Gregory
- C9. **Resolution to Accept St. Andrews Sewer Pumping Station into the Town’s Public Sewerage System**  
Water and Sewer Committee Chair, Andrew C. Gregory
- C10. **Authorization for Town Manager to Accept the Virginia Municipal League Insurance Mini-Grant for AED Purchase in the Amount of \$1,000 and Expend a Match of \$1,200**  
Police Committee Chair, Vice Mayor Kaye H. Brown

- C11. **Authorization to Town Manager for Contribution of \$500 to Crimeline for Police Department's Attendance at Event**  
Police Committee Chair, Vice Mayor Kaye H. Brown

## **ACTION SECTION**

1. **Approval for Mini-Park at Mason Street for Windsor Castle Public Park Connector**  
Public Buildings & Welfare Committee Chair, Harry G. Dashiell Jr.
2. **Motion to Approve October 7<sup>th</sup>, 2009 as Town of Smithfield Employee In-Service Training Day (Administrative Offices will be Closed)**  
Town Manager, Peter M. Stephenson
3. **Adoption of a Sanitary Sewer Public Utility Agreement Between Isle of Wight County and Town of Smithfield**  
Water and Sewer Committee Chair, Andrew C. Gregory
4. **Authorization to Advertise a Public Hearing to Extend and Establish a new No Wake Zone on Cypress Creek along the Windsor Castle Public Park Property**  
Town Attorney, William H. Riddick III
5. **Motion to Approve the Town Council Minutes for the Meeting of August 4<sup>th</sup>, 2009**
6. **Closed Session for Discussion Regarding Acquisition and/or Disposition of Real Property for Public Purposes**
7. **New Business**
  - a. **Motion to Authorize the Town Manager to Make Purchase Offers for the Following Pinewood Height Properties**
  - b. **Authorization for Town Manager to Accept the Deed for Right of Way Donation from Farmers Bank for Turn Lane at John Rolfe Drive**  
Town Manager, Peter M. Stephenson
8. **Old Business**
9. **Adjournment**