



SMITHFIELD TOWN COUNCIL AGENDA
October 6th, 2009 at 7:30 p.m.
Held at Smithfield Center, 220 N. Church Street

A. INFORMATIONAL SECTION:

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

B. UPCOMING MEETINGS AND ACTIVITIES:

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| Oct. 6 | - | 7:30 p.m. – Town Council Meeting |
| Oct. 7 | - | Town Offices Closed – Employee In Service Training Day |
| Oct. 12 | - | Town Administrative Offices Closed in Observance of Columbus Day Holiday |
| Oct. 13 | - | 7:30 p.m. – Planning Commission Meeting |
| Oct. 18 – 20 | - | VML Annual Conference in Roanoke |
| Oct. 20 | - | 6:30 p.m. – Board of Zoning Appeals |
| Oct. 20 | - | 7:30 p.m. – Board of Historic and Architectural Review Meeting |
| Oct. 26 | - | 3:00 p.m. – Town Council Committee Meetings (Consecutive)
Fire and Rescue Committee
Public Buildings & Welfare Committee
Finance Committee |
| Oct. 27 | - | 3:00 p.m. – Town Council Committee Meetings (Consecutive)
Public Works Committee
Water & Sewer Committee
Police Committee
6:00 p.m. – Public Meeting Presentation: Downtown Revitalization Survey Results |
| Oct. 28 | - | 6:00 pm. - Windsor Castle Advisory Committee Meeting |

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
2. Alzheimer's Memory Walk – October 17th, 2009 presentation by Nancy Guill

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. **Adoption of Resolution in Support of National Arts and Humanities Month**
Public Buildings and Welfare Committee Chair, Harry G. Dashiell, Jr.
- C2. **Authorization for the Town Manager to Make Purchase Offers, Acquire, and Accept Deeds for Pinewood Heights Properties: 85 & 86 Pagan Avenue**
Public Buildings and Welfare Committee Chair, Harry G. Dashiell, Jr.
- C3. **Authorization for the Town Manager to Request through Virginia Department of Housing and Community Development a Budget Revision for the Pinewood Heights Redevelopment Project**
Public Buildings and Welfare Committee Chair, Harry G. Dashiell, Jr.
- C4. **Authorization to Accept the Deed for 101 Pinewood Drive and 65 Carver Avenue located in the Pinewood Heights Redevelopment Area**
Public Buildings and Welfare Committee Chair, Harry G. Dashiell, Jr.
- C5. **Approval for Payment of Invoices Over \$10,000 Requiring Council Consideration:**
- | | |
|-----------------------|-------------|
| a. CB & I Inc. | \$30,653.65 |
| b. R.E.W. Corporation | \$11,434.50 |
- Finance Committee Chair, Mayor David M. Hare
- C6. **Authorization for the Town Manager to Negotiate Updated Contract Terms with Business Data of Virginia**
Finance Committee Chair, Mayor David M. Hare
- C7. **Adoption of Resolution for the 2009 Personal Property Tax Relief Act Rate (57%)**
Finance Committee Chair, Mayor David M. Hare
- C8. **Adoption of Ordinance to Repeal the Vehicle Decal Purchase and to Implement the Fee as Part of the Personal Property Tax**
Finance Committee Chair, Mayor David M. Hare
- C9. **Acceptance of Deed of Gift for Public Right of Way to be Used for John Rolfe Drive Turn Lane Improvement**
Public Works Committee Chair, Denise N. Tynes
- C10. **Authorization for the Town Manager to Negotiate a Recycling Collection Amendment to the Current AVES Refuse Collection Contract**
Public Works Committee Chair, Denise N. Tynes
- C11. **Adoption of Ordinance to Amend Smithfield Town Code Chapter 82 to Reflect Changes to the Cross Connection and Backflow Prevention Program**
Water and Sewer Committee Chair, Andrew C. Gregory
- C12. **Adoption of Resolution Accepting Cypress Creek Phase 5 Water, Sewer, and Stormwater Improvements including St. Andrews Pump Station**
Water and Sewer Committee Chair, Andrew C. Gregory

- C13. **Authorization for the Town Manager to Accept Buchart Horn, Inc.'s Scope of Service to Proceed with the Completion of Design, Bidding, and Construction Phase Services for the Water Treatment (Reverse Osmosis) Plant**
Water and Sewer Committee Chair, Andrew C. Gregory
- C14. **Authorization for the Town Manager to Purchase 300 Touch Read Water Meters from H.D. Waterworks Supply in the amount of \$39,680.00**
Water and Sewer Committee Chair, Andrew C. Gregory
- C15. **Authorization for Town Manager to Accept the Virginia Municipal League Insurance Mini-Grant for One In-Car Video Camera Purchase in the Amount of \$1,000 and Expend a Match of \$2,095**
Police Committee Chair, Vice Mayor Kaye H. Brown
- C16. **Adoption of Resolution to Authorize the Street Closure and Traffic Control Assistance on October 10th for the 8th Annual Hog Jog Event**
Police Committee Chair, Vice Mayor Kaye H. Brown
- C17. **Adoption of Resolution to Authorize the Street Closure and Traffic Control Assistance on October 10th for Smithfield Ruritan Car Club Show as part of the Town and County Day Event**
Police Committee Chair, Vice Mayor Kaye H. Brown
- C18. **Adoption of Resolution to Authorize the Street Closure and Traffic Control Assistance on October 23rd for the Homecoming Parade**
Police Committee Chair, Vice Mayor Kaye H. Brown
- C19. **Adoption of Resolution Authorizing the Town Treasurer to Move Funds (\$600,000) from the Windsor Castle Fund to the South Church Street Beautification Fund for Auditing Purposes (Resolution Forthcoming)**
Finance Committee Chair, Mayor David M. Hare

ACTION SECTION

1. **PUBLIC HEARING: Consideration of No Wake Zone in Relation to Windsor Castle Park Area**
 - a. Staff Presentation by William T. Hopkins III, Director of Planning, Engineering & Public Works
 - b. Public Hearing Opened
 - c. Public Hearing Closed
 - d. Consideration: Police Committee Chair, Vice Mayor Kaye H. Brown
2. **Motion to Authorize Windsor Castle to be Added to Christmas Historic Home Walking Tour (for safety purposes only the 1st floor of the Manor House will be used along with the opening of the detached kitchen for viewing from the doorway only)**
Public Buildings and Welfare Committee Chair, Harry G. Dashiell, Jr.

3. **Motion to Authorize the Town Manager to Proceed with the following listed Improvements to Windsor Castle Manor House and Detached Kitchen: a) Add corner drains and Address drains beneath porches; b) Repair, replace and repaint basement windows, doors, and sills; c) Repair, re-glaze and repaint first and second floor windows; d) repair north window in detached kitchen**
Public Buildings and Welfare Committee Chair, Harry G. Dashiell, Jr.

4. **Invoices Over \$10,000 Requiring Council Consideration Received Following the Committee Meeting:**
 - a. Goodman And Company \$20,000.00
Finance Committee Chair, Mayor David M. Hare
 - b. Clark Nexsen \$18,078.99
Town Treasurer, Ellen D. Minga

5. **Approval of Minutes for the Town Council Meeting of September 1st, 2009**

6. **Old Business**

7. **Closed Session for Discussion Regarding Acquisition and/or Disposition of Real Property for Public Purposes, Personnel Matters, and Matters Requiring Legal Advice**

8. **New Business**

9. **Adjournment**