

The Smithfield Town Council held its regular meeting on Tuesday, November 5<sup>th</sup>, 2019.  
The meeting was called to order at 6:30 p.m.

**Members present:**

T. Carter Williams – Mayor

Michael Smith – Vice Mayor

Denise Tynes

Valerie Butler

Randy Pack

Wayne Hall

**Members Absent:**

Beth Haywood

**Staff members present:**

Sanford B. Wanner – Interim Town Manager

Lesley King – Town Clerk

Ellen Minga – Town Treasurer

William H. Riddick, III – Town Attorney

Alonzo Howell – Chief of Police

Matt Rogers – Deputy Chief of Police

John Settle – Community Development & Planning Director

Ashley Rogers – Human Resource Director

Amy Novak – Director of Parks and Recreation

Judy Winslow – Director of Tourism

Jeff Smith – Public Works Maintenance Supervisor

Charles Bryan – Planning Commission Vice Chairman

Donna Hughes – Smithfield Police Department

Joshua Printz – Smithfield Police Department

Dominic Dedmon – Smithfield Police Department

Chris Meier – Smithfield Police Department

Will Wooley – Smithfield Police Department

Christopher McGough – Smithfield Police Department

There were approximately nineteen (19) citizens present. The media was represented by Mr. Frederic Lee of the Smithfield Times.

Mayor Williams welcomed everyone to the meeting and everyone stood and recited the Pledge of Allegiance to the Flag.

**Manager's Report:**

The Interim Town Manager informed the Council that the October Activity Report was included in their packets. The ad for the permanent Town Manager has been placed in local news, appropriate local governmental organizations, as well as the International City/County Management Association. He welcomed Chief Alonzo Howell for introductions of two new police officers.

Chief Howell introduced the two newest police officers to the Smithfield Police Department: Joshua Printz and Dominic Dedmon. They will be completing their training and getting out on the road for independent patrol. Chief Howell also explained that the Smithfield Police Department is doing a fundraiser for No Shave November. He wanted the public to know why the officers have beards.

**Public Comments:**

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

Mrs. Martha Jackson resides at 511 Cedar Street in Smithfield. She thanked Councilwoman Tynes, Councilwoman Butler for speaking at the ribbon cutting for the new business Beyond the Décor. She also thanked Mayor Williams for attending after running a 5K. She also thanked Rudolph Jefferson and Dick Grice with the Isle of Wight County Board of Supervisors for attending as well. Mrs. Jackson thanked the business owner for contributing to the quality of the town. She asked for support of this new business. She also asked the Council to consider changing the election for Town Council from May to November. She believes it could be more advantageous to hold it in November for the constituents due to low turnout in May. She thanked the Council for their work for the town.

**Life Saving Award – Major Timothy Decker:**

Mayor Williams asked Major Decker to come forward with his family. Major Decker was given a Proclamation for responding to a citizen in distress. He initiated the rescue of a distressed boater in the Pagan River. Major Decker entered the chilling waters without hesitation, swimming to the distressed boater and safely bringing the boater ashore. The citizen stated that Major Decker's actions saved his life. Mayor Williams recognized Major Decker's heroic efforts. Members of the United States Army spoke of Major Decker's character and stated that he is a valued member of their team which was highlighted by his selfless act. He was awarded the

Army Commendation Medal for exceptional heroism on October 5<sup>th</sup>, 2019 in Smithfield, Virginia.

*Council took a ten minute recess to shake hands and take photographs at 6:46 p.m.*

*Council came back into open session at 6:56 p.m.*

**Western Tidewater Free Clinic:**

On behalf of their patients, Mrs. Stephanie Broadwater, thanked the Town Council for supporting the patient's health home and making better health possible for them. Since April of 2008, the Smithfield Town Council has partnered with the Western Tidewater Free Clinic. She expressed their heartfelt appreciation to Council for their ongoing support. She explained that the average cost of care per patient averages \$1,200.00. The town funding for the year will provide yearlong comprehensive care for 34 patients through an estimated 427 visits. Mrs. Broadwater gave an update explaining that there were actually 94 town citizens treated at the clinic in 2019. They had an average of 8 visits each. They received free medications and medical services. She thanked Town Council for the helping hands, health, and hope to improve the lives of others through their donation.

**Briefing by Mr. Dick Grice, Isle of Wight County Board of Supervisors, Smithfield District:**

Mr. Randy Keaton, Isle of Wight County Administrator, gave the briefing for Supervisor Grice since he was out at the election polls. Mr. Keaton reported that Lois Tokarz was named Employee of the Year by the Virginia Destination Marketing organization. She serves the town as well as the county. She does a lot for all departments in graphic design, marketing, and advertising. He explained that the Board voted to designate November 15<sup>th</sup> and December 15<sup>th</sup> as "Buy Local" month. This effort was put out by the Hampton Roads Planning District Commission. He further explained that the county would be adding IT personnel to support the arrangement between the town and county for IT support. The Board has a new initiative called the Special Needs Task Force for adults. A number of different organizations will comprise the task force to look at areas that need better resources. The county has several projects underway. Hardy Elementary School will probably need to be replaced instead of renovated. The septic field has been a problem for a long time. HRSD will be running their sewer line past the school which will save the county some money. They are in the design phase and will be moving forward to begin construction in early 2020. He also updated the Council about the Atlantic Coast Pipeline project. Many localities are considering this. The Board sent a letter of support to the legislators.

**Council Comments:**

Councilwoman Tynes stated that Delegate Brewer asked if the Town Council would consider starting the Town Council meeting at 7:30 p.m. on Election Day because of traffic and the citizens coming out to vote.

Mayor Williams stated that many years ago, a previous Council voted to plant Long Leaf Pine trees by the bypass at Cedar Street and Jericho Road. There are 100 potted pine trees that they will plant on the outskirts of the property which are larger. There will also be 250 seedlings planted within the 2 ½ acres. It will be the largest native Long Leaf Pine plot there is in southeast

Virginia. There will be signs explaining it to the public. Mayor Williams also discussed the Alzheimer's Forum at Trinity Methodist Church on the first Saturday in February. He also explained the Mayor's Green Team that will start the first of the year to improve the greenspaces around town.

**Consent Agenda:**

Mayor Williams asked if any Council member would like to pull any of the consent agenda items. No items were pulled.

**C1. Resolution to Approve Street Closure Request for the Christmas Mistletoe Market on December 14<sup>th</sup>, 2019 from 12:30 p.m. to 10:00 p.m.**

Councilwoman Tynes explained that this market is an annual event but the name was changed.

**C2. Invoices over \$10,000.00 – Request to Approve**

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| a. Western Tidewater Free Clinic – budgeted contribution  | \$ 40,560.00 |
| b. Kimley Horn and Associates – Clontz Park Boat Ramp     | \$ 14,087.50 |
| c. Blair Brothers – Right Turn Lane at the sports complex | \$221,195.03 |
| d. Kimley Horn – RFP for grass establishment              | \$ 11,181.75 |

Councilman Pack explained that other invoices had also been received relating to the right turn lane project at the Joseph W. Luter Sports Complex for project management. The first is for \$4,790.70 and the second for \$20,017.73 to Kimley Horn. The third invoice is to Blair Brothers for \$187,872.87. Staff recommends approval of these invoices.

**C3. Motion to Approve Purchase Order Authorizing Emergency Repairs to Replace Storm Damaged Equipment at the Crescent Pump Station for \$20,153.38.**

Councilman Pack recommended approval of this item. The town has filed an insurance claim for reimbursement.

**C4. Motion to Approve the Proposal from Blair Brothers for Site Prep Work in Order to Make Improvements to the Jersey Park Playground.**

**C5. Motion to Accept the Donation of Asphalt from Blair Brothers in the Amount of \$6,100.00 for Improvements to the Jersey Park Playground.**

**C6. Motion to Adopt Proposed Fee Structure for Windsor Castle Manor House.**

**C7. Motion to Approve the Memorandum of Understanding (MOU) between the Historical Society and the Town of Smithfield for the Use of the Wombwell House.**

Councilwoman Butler explained that the town owns the property next to the sports complex. The Isle of Wight Historical Society has expressed an interest in restoring and preserving the Wombwell House to use for their office space. The town has entered into an agreement with them to give them approximately nine months to do their due diligence to determine if it is feasible for them to take on the project.

**C8. Motion to accept Deeds for 11 and 13 Pinewood Drive as part of the Phase IV of the Pinewood Heights Relocation Project.**

Councilwoman Butler recommended accepting these deeds.

Councilman Pack made the motion to approve the consent agenda as presented.

Councilwoman Butler seconded the motion. Mayor Williams asked if there was any further discussion. Hearing none, he called for the vote.

On call for the vote, six members were present. Councilwoman Tynes voted aye, Councilman Hall voted aye, Councilman Pack voted aye, Councilwoman Butler voted aye, Vice Mayor Smith voted aye, and Mayor Williams voted aye. There were no votes against the motion. The motion passed.

**Motion to Approve the Town Council Summary Minutes of October 1<sup>st</sup> and 9<sup>th</sup>, 2019:**

The Town Attorney found two spelling errors and recommended the minutes be approved as corrected. Councilwoman Tynes made the motion to approve the minutes. Councilman Hall seconded the motion. Mayor Williams called for the vote.

On call for the vote, six members were present. Councilman Hall voted aye, Councilwoman Tynes voted aye, Councilman Pack voted aye, Councilwoman Butler voted aye, Vice Mayor Smith voted aye, and Mayor Williams voted aye. There were no votes against the motion. The motion passed.

**New Business:**

There was no new business presented to Council.

**Old Business:**

There was no old business.

The meeting was adjourned at 7:12 p.m.



T. Carter Williams - Mayor



Lesley King – Town Clerk