

The Smithfield Town Council held its regular meeting on Tuesday, August 4th, 2015. The meeting was called to order at 7:30 p.m. Members present were Mr. T. Carter Williams, Mayor; Mr. Andrew Gregory, Vice Mayor; Ms. Connie Chapman, Dr. Milton Cook, Mr. Michael Smith, and Mrs. Denise Tynes. Mr. Randy Pack was absent. Staff members present were Mr. Peter M. Stephenson, Town Manager; Ms. Ellen Minga, Town Treasurer; Mr. Steven Bowman, Chief of Police; Mr. William H. Riddick, III, Town Attorney; Mrs. Lesley King, Town Clerk; Ms. Amy Musick, Smithfield Center Director; Mr. William Saunders, Planning and Zoning Administrator; Mr. Bill Davidson, Planning Commission Chairman; and Mr. Charles Bryan, Planning Commission member. There were three (3) citizens present. The media was represented by Ms. Diana McFarland of The Smithfield Times.

Mayor Williams – Good evening ladies and gentlemen. Welcome to the Smithfield Town Council meeting of August 4th, 2015. Thank you all for coming tonight. We will open the meeting with the Pledge of Allegiance.

All present stood and recited the Pledge of Allegiance to the flag.

Mayor Williams – We will start with the Informational Section with our Manager's Report from Mr. Peter Stephenson.

Town Manager – Thank you, Your Honor. Welcome everyone. We have the meeting schedule for the month. Tonight we had “National Night Out” as we continue to celebrate the community partnership between law enforcement and the community in fighting crime. On Thursday, August 6th at 10:00 a.m. we will host a Fair Housing Seminar at the Smithfield Center. It is something that you have to sign up for. If anyone is interested please tell our Town Clerk. It is something that we are doing as part of our involvement with the Pinewood Heights Project. We attempted to attend one of these twice in Virginia Beach but the person from Richmond did not show up. Hopefully they will attend our meeting on Thursday. The Planning Commission will meet on August 11th at 6:30 p.m. We have an advertised public hearing on the Pierceville rezoning. On August 18th the Board of Historic and Architectural Review will meet at 6:30 p.m. The Board of Zoning Appeals will not meet since there are no items on the agenda. Our Committee meetings will be on August 24th and 25th beginning at 4:00 p.m. at the Smithfield Center.

Mayor Williams – Next is Public Comments. The public is invited to speak to Council on any matter. The comments will be limited to five minutes per person. Any required response from the town will be provided in writing following the meeting. We have one person signed up, Mr. Josh Nelms.

Mr. Nelms – My name is Josh Nelms. I wanted to address the lighting on Colonial Avenue. We have a couple of dark areas. It is right off of Smithfield Boulevard. I have addressed it with a couple of citizens on my street. I have a petition that I was able to get about ten residents to sign. We would like to have an officer address some of the dark areas. I have called the police department twice on incidents. I have a lot of pedestrian traffic walking through. I would like to see if something can be done.

Mayor Williams – Thank you. We will turn it over to the police department to do a study on and get back with you. Is there anyone else who would like to speak? Even if you did not sign up you still have an opportunity to speak. Hearing none, we will have Council Comments. Does any Council member have any comments?

Councilwoman Chapman – I wanted to invite the Council members to visit James and Washington Street where Southern Shores has done some recent landscaping. It has made a huge improvement to that area by the library and the college. They did a great job.

Councilwoman Tynes – I wanted to thank the Smithfield Police Department, the Fire Department, and the Rescue Squad for having “National Night Out.” It was held this evening at Main Street Baptist Church. We had a lovely turnout. A lot of children were there. We had a nice evening. I would like to thank the State Police officers and everyone who attended.

Mayor Williams – It was a good turnout. Would any other Council members like to make any comments? Hearing none, we now move to the Summary of Consent Agenda Items. We have eleven items tonight. Would any Council member like to pull any item for further discussion? We have the Police Committee Chair, Mrs. Denise Tynes.

Councilwoman Tynes – Police Committee Summary. Thank you, Mayor. The first item is a motion to authorize the Town Manager to purchase three budgeted patrol vehicles and equipment to outfit the three vehicles. The next item is a motion to approve the installation of additional street lights on Main Street. It was requested by Reverend James Harrison of Main Street Baptist Church. The police department did a light survey.

They found that some of the problems were the lights were out. There were a couple of locations where they actually need to install lights. There have not been any problems there but we need lighting to prevent it. We have a lot of people using that section of the street. We want to keep all of our citizens safe. The next item is a motion to reappoint Sergeant Thomas Jones to the Virginia Alcohol Safety Action Program. This is required by the program. The Town Council needs to have someone in that particular program. Chief Bowman would like for Sergeant Thomas Jones to be reappointed. The next item is a resolution for a street closure request for one way traffic on Jericho Road for the Bacon Fest on October 3rd, 2015 from 9:00 a.m. until 2:00 p.m. This will be the same closure that we had last year. If any citizens have any concerns they can contact the Town Manager's office or the police department. We have a resolution for a street closure request for the Ruritan Car Show on Saturday, October 10th, 2015. It will include the one hundred block through the three hundred block on Main Street. The last item is a resolution for a street closure and traffic assistance request for the Hog Jog on Saturday, October 10th, 2015. It is the same day as the car show but the Hog Jog will be using quite a few streets in town. It is going to be a busy weekend in town. The Hog Jog will be the same route they used last year.

Mayor Williams – Thank you. We now move to Finance Committee Chairman, Mr. Randy Pack. He is not here so Councilman Dr. Cook will speak on that.

Councilman Dr. Cook – Finance Committee Summary. We have six invoices that are over \$10,000.00 requiring Council's authorization. The first invoice is Sungard in the amount of \$20,923.16 for licensing software for the police department. We have Caldwell Tanks which does quarterly inspections on our water tanks in the amount of \$26,181.44. We have two invoices for Lewis Construction. The first is for storm drain replacement on Main Street for \$14,881.12. The second is for the sewer main repair on Main Street for \$17,753.00. We have a check going to the Smithfield Volunteer Fire Department for pass thru funds from the state in the amount of \$25,627.00. Lastly, we have a bi-annual payment to USbank for a refinancing of a bond in the amount of \$173,400.00. The next item is a motion to approve a funding request from the Friends of the Smithfield Library for a flooring project. I believe the amount was just over \$3,000.00.

Mayor Williams – Thank you. We now move to Public Works Committee Chairman, Mr. Michael Smith.

Councilman Smith – Public Works Committee Summary. We have a motion to accept the renewal of debris contract with Goodrich and Son's and Smithfield Services. This is an annual item that comes up. It is basically during storms to clean out ditches and so forth. They have done a great job for us. We want to continue that relationship with them. I would like to pass it on for consideration.

Mayor Williams – Next we have the Parks and Recreation Committee Chair, Ms. Connie Chapman.

Councilwoman Chapman – Parks and Recreation Committee Summary. We have a resolution to authorize partial closure of the Windsor Castle Park trails on October 3rd and the fishing pier closure on Wednesday, September 30th through Saturday, October 3rd, 2015. This is to prepare and set up for the Bacon Fest.

Mayor Williams – We will now move to Public Buildings and Welfare Committee Chairman, Dr. Milton Cook.

Councilman Dr. Cook – Public Buildings and Welfare Committee Summary. Thank you, Mayor. We have a motion to approve the low bid for the renovation of the storage building behind the police department. It will be a records storage facility. The low bid was \$41,500.00. We had budgeted \$46,000.00 for it. The bid came in about \$4,000.00 under budget.

Town Attorney – Mr. Mayor, just for clarification purposes, the items covered by C-4 and C-9 are included in one resolution. It is how we addressed it last year. The matter came up in two separate committees but the one resolution covers all the matters covered by the two items.

Councilman Smith – I would like to make a motion to approve the consent agenda items.

C1. Motion to Authorize the Town Manager to Purchase Three (3) Budgeted Patrol Vehicles and Equipment to Outfit the Three Vehicles.

C2. Motion to Approve the Installation of Additional Street Lights on Main Street.

C3. Motion to Reappoint Sergeant Thomas Jones to the Virginia Alcohol Safety Action Program.

C4. Resolution for a Street Closure Request for One Way Traffic on Jericho Road for the Bacon Fest, October 3rd, 2015 from 9:00 a.m. until 2:00 p.m.

C5. Resolution for Street Closure Request for the Ruritan Car Show, Saturday, October 10th, 2015.

C6. Resolution for Street Closure/Traffic Assistance Request for the Hog Jog, Saturday, October 10th, 2015.

C7. Invoices Over \$10,000 Requiring Council Authorization:

a. Sungard – OSSI	\$ 20,923.16
b. Caldwell Tanks (quarterly inspections)	\$ 26,181.44
c. Lewis Construction (Storm Drain Replacement - Main St)	\$ 14,881.12
d. Lewis Construction (Sewer Main Repair - Main Street)	\$ 17,753.00
e. Smithfield Volunteer Fire Department (pass thru funds)	\$ 25,627.00
f. USbank	\$173,400.00

C8. Motion to Approve Funding Request from the Friends of the Smithfield Library for Flooring Project.

C9. Resolution to Authorize Partial Closure of the Windsor Castle Park Trails on October 3rd and the Fishing Pier Closure Beginning Wednesday, September 30th through Saturday, October 3rd, 2015.

C10. Motion to Accept Renewal of Debris Contract with Goodrich and Son's and Smithfield Services.

C11. Motion to Accept the Low Bid for Budgeted Renovations of Storage Building behind the Smithfield Police Department into a Records Storage Facility.

Councilwoman Chapman – Second.

Mayor Williams – A motion has been made and properly seconded. Is there any discussion on the eleven consent agenda items? Hearing none, roll call vote.

On call for the vote, six members were present. Councilman Smith voted aye, Councilman Dr. Cook 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 – We will now move to the Action Section of the agenda. We have a Motion to Approve the Town Council Meeting Minutes of July 7th, 2015.

Town Attorney – Mr. Mayor, I recommend the minutes be approved as presented.

Councilwoman Tynes – So moved.

Vice Mayor Gregory – Second.

Mayor Williams – A motion has been made and properly seconded. Roll call vote.

On call for the vote, six members were present. Councilman Smith voted aye, Councilman Dr. Cook 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 – We now move to New Business.

Town Manager – My apologies. I forgot to mention an item in my manager's report. Our Town Treasurer has two additional invoices. She will explain those for the public record since we are adding those for your consideration this evening. They were posted with the supplemental posting that the Town Clerk sent out this afternoon.

Town Treasurer – If you remember we did a bond refunding back in March to reduce our payments for two outstanding debt bond obligations that we had for water and sewer. The first payment was due August 1st. I realized we had not gotten invoices for that. It was really difficult to track them down between PNC Bank and VML/VACo. They finally emailed us a copy of the invoices. They were actually paid with a wire transfer so that they would not be late. It is semi-annual. They are due in August and February.

Mayor Williams – Thank you, Ms. Minga.

Town Manager – The Town Clerk will read the amounts.

Town Clerk – We have one in the amount of \$123,316.75. The second one is for \$43,901.16.

Councilman Dr. Cook – I would like to make a motion to approve payment for these invoices.

Vice Mayor Gregory – Second.

Mayor Williams – A motion has been made and properly seconded. Roll call vote.

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

Mayor Williams – Is there anymore new business to come before Council?
Hearing none, we will move to Old Business. Is there any old business to discuss?
Hearing none, we will move now to our Closed Session.

Town Attorney – Mr. Mayor, you need a motion to go into closed session for the purpose of consultation with legal counsel as to matters requiring legal advice and the acquisition of real property for public purposes pursuant to Section 2.2-3711.A.4 and Section 2.2-3711.A.7 Code of Virginia.

Vice Mayor Gregory – So moved.

Councilman Dr. Cook – Second.

Town Council went into closed session at 7:46 p.m.

Town Council came out of closed session at 8:40 p.m.

Town Attorney – Mr. Mayor, we need a motion that during the closed session there was only a consultation by legal counsel as to matters requiring actual legal advice and the acquisition of real property for public purposes pursuant to Section 2.2-3711.A.4 and Section 2.2-3711.A.7 Code of Virginia.

Councilman Smith – So moved

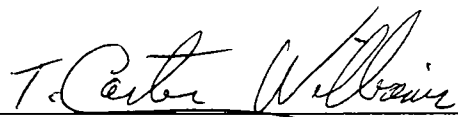
Vice Mayor Gregory – Second.


Mayor Williams – A motion has been made and properly seconded. Roll call vote.

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

Mayor Williams – Thank you all for coming out tonight. There is nothing more to come before Council. We are adjourned.

The meeting adjourned at 8:41 p.m.


Mr. T. Carter Williams
Mayor


Peter Stephenson, AICP, ICMA-CM
Town Manager