

The Smithfield Town Council held its regular meeting on Tuesday, April 7<sup>th</sup>, 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; Mrs. Denise Tynes, Dr. Milton Cook, Mr. Michael Smith, Mr. Randolph Pack, and Ms. Connie Chapman. Staff members present were Mr. Peter M. Stephenson, Town Manager; Ms. Lesley King, Town Clerk; Ms. Ellen Minga, Town Treasurer; Mr. Steven Bowman, Chief of Police; Mr. William H. Riddick, III, Town Attorney; Ms. Judy Winslow, Director of Tourism; Mr. Bill Davidson, Planning Commission Chairman, Mr. Daniel Fordham, Police Officer; and Mr. Rendall Howell, Police Officer. There were four (4) citizens present. The media was represented by Ms. Abby Proch of The Smithfield Times.

Mayor Williams – Good evening ladies and gentlemen. Welcome to the April 7<sup>th</sup>, 2015 Town Council meeting. 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. I have a few quick comments before we introduce our new officer. We will be advertising tomorrow in the Smithfield Times, website, and social media about the fact that the long awaited repaving will start next Monday weather permitting. It will include Battery Park Road from the intersection of John Rolfe to approximately five hundred feet east of Kendal Haven. It will also include Ridgeland Drive from 324 Ridgeland to the dead end. Battery Park Road will be one lane alternating while this is being done. We anticipate weather permitting that it will take four days. There is not any on street parking to worry about for residents. We are trying to get the word out. The biggest problem for Battery Park is only having one lane alternating. Please spread the word and we will do our best to get the word out as well. As far as meetings this month we do not have a Board of Zoning Appeals meeting. However, we do have the Planning Commission meeting on the April 14<sup>th</sup>. The Board of Historic and Architectural Review will be held on April 21<sup>st</sup>. The Committee meetings will be held at the Smithfield Center at 4:00 p.m. on April 27<sup>th</sup> and 28<sup>th</sup>. Regarding my schedule per my approved contract, I will be attending the American Planning Association conference which begins next Wednesday. I will be flying to Seattle. I will be coming back on Monday, April 20<sup>th</sup>. I will be out of the office from the

afternoon of the 15<sup>th</sup> through all day Monday, April 20<sup>th</sup>. I will be earning all of my educational credits needed for my American Institute of Certified Planners certification. Thank you for that. I am looking forward to it. Next Chief Bowman will introduce our newest officer.

Chief Bowman – Thank you, Mr. Stephenson. Mayor Williams and members of Council it is my pleasure and honor to introduce to you Officer Rendall Howell. He is not related to Deputy Chief Alonzo Howell. He comes to us as a four year veteran of the Hampton University Police Department. He has a number of certifications with the latest being general instructor. He is here tonight with his field training Officer Daniel Fordham. He is in the final phase of his field training. He is doing a very good job for us. We are very happy to have him here. I have had a chance to introduce him to pretty much everyone here. He is looking forward to working with the Smithfield Police Department. He has been very energetic and enthusiastic since he has been with us. I think he will fit into the team very well.

Town Manager – Thank you. Welcome Officer Howell.

Mayor Williams – We will now move to Public Comments. Does anyone in the audience have anything they would like to bring to the Council? Hearing none, we will move to a Proclamation – National Public Safety Telecommunicators Week, April 12<sup>th</sup>-18<sup>th</sup>, 2015. Proclamation to proclaim the week of April 12<sup>th</sup>-18<sup>th</sup>, 2015 as Public Safety Telecommunicators Week. WHEREAS, dedicated Public Safety Telecommunicators daily serve the citizens of the Town of Smithfield by answering their calls for law enforcement, fire, and emergency medical services and by dispatching the appropriate assistance as quickly as possible; and WHEREAS, professional Telecommunicators work to improve the emergency response capabilities of communications system through their dedication, hard work, and participation in ongoing training and other programs; and WHEREAS, professional Telecommunicators are critical to our town's emergency response and homeland security services, dispatching law enforcement, firefighters, emergency medical services, and other emergency responders 24 hours a day, seven days a week; and WHEREAS, professional Telecommunicators are not visible as the men and women who arrive on the scene of emergencies, but provide the vital link to public safety services as part of the first responder team; and WHEREAS, these professionals need and deserve the informed support of our community to

continually maintain and improve the quality of public safety dispatching services. NOW, THEREFORE, BE IT RESOLVED that the Smithfield Town Council does hereby proclaim the week of April 12-18, 2015 as Public Safety Telecommunicators Week in the Town of Smithfield in honor and recognition of our Telecommunicators and the vital contributions they make to the safety and well-being of our citizens. BE IT FURTHER PROCLAIMED, that the Smithfield Town Council urges all citizens to take note of this special week and give due honor to our Public Safety Telecommunicators. Next is Council Comments. Does any Council member have any comments? Hearing none, I have two comments. I want to thank Ms. Denise Tynes for filling in for me last month. The people at the hospital promised me that I would be able to be here the next day after my operation but I was not able to make it. Thank you, Councilwoman Tynes for filling in at the last minute.

Councilwoman Tynes – Thank you for giving me the opportunity.

Mayor Williams – I understand you did a marvelous job. I have not read the minutes yet but I will be looking at them. I would also like to thank Public Works for the good job of snow removal. The Council, Town Manager's office, and Public Works Department received a lot of phone calls that people needed their roads and driveways scrapped. I explained to everyone that we are not in the snow removal business. We did the best we could with what we had. I think staff did an excellent job. I want to thank Blair Bros., Inc. for loaning us their motor grader. Mr. Jessie Snead is a certified motor grader operator. I want to thank Publics Works for what they did and going beyond their call of duty. They did an excellent job keeping the town safe and passable. Next we have the Summary of Consent Agenda Items. These are items that we have already discussed in our Committee meetings several weeks ago. Finance Committee Chair, Mr. Randy Pack.

Councilman Pack – Finance Committee Summary. Thank you, Mr. Mayor. We have one invoice over \$10,000.00 requiring Council's authorization on the consent agenda. We will have a few more in our action section of the agenda. It is a bill from Robinson Farmer Cox & Associates for \$23,000.00. This is for our annual audit. We recommend approval for this. I would also like to note that this is a savings of roughly \$20,000.00 over our previous audits. Our Town Treasurer is very pleased with their work. The next item is a resolution to accept the proposal from Farmers Bank for

financing of the old Rescue Squad and land for the proposed ball field complex. We recommend approval of this. It is for 3.05% to be amortized for eight years on \$434,300.00.

Mayor Williams –Next is Public Buildings and Welfare Committee Chair, Dr. Milton Cook.

Councilman Dr. Cook - Public Buildings and Welfare Committee Summary. Thank you, Mr. Mayor. We have a motion to accept the deed for 54 Carver Avenue as part of the Pinewood Heights Relocation project. This is another closing for Pinewood Heights that is moving the project along.

Mayor Williams – Is there any further discussion?

Councilman Pack – I would like to make a motion to approve the consent agenda items as presented.

Councilwoman Tynes – Second.

Mayor Williams – A motion has been made and properly seconded. Are there any further questions?

Vice Mayor Gregory – There is not a pre-payment penalty on the note so we can pay it back anytime we want.

Town Manager – That is correct.

Mayor Williams – 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 the Action Section. We have a Public Hearing: Amend Ordinance for No Through Truck Traffic. We will hear from our Town Attorney, Mr. Bill Riddick.

Town Attorney – Mr. Mayor and members of Council this has been properly advertised for a public hearing tonight. The existing ordinance only identified streets within the historic district as no thru trucks. The most common problem is with truckers coming down South Church Street. We have added it as a street on which thru truck traffic is prohibited. You saw this map at the committee level. The prohibited streets are going to be Main Street from its intersection with Route 10 bypass to South Church

Street. It also includes all of Grace Street, North and South Church Streets as well as the streets that were listed in the ordinance before which are the streets within the historic district. No through trucks are permitted on any of those streets. There was a comment in the local newspaper this week by a Virginia Department of Transportation official about the need to ride the streets to determine if it would have a negative impact. Our very capable Chief Bowman has already done that. You may want to hear from him about his findings. He has determined that the alternative routes have no impact on town residents. They are more efficient and less time consuming than the prohibited routes. I would think VDOT would determine that in the best interest of everyone. Tonight you are having a public hearing on whether or not to adopt this new ordinance. It is just a minor amendment to the existing ordinance. Subsequent to this there are a lot of things that we need to do to satisfy the Virginia Department of Transportation all of which we will endeavor to do so that the no through trucks designation will end up on the appropriate GIS systems. The truckers will know before they come that they are not to come through the old part of town.

Mayor Williams – I will declare the public hearing open. Would anyone like to speak on this? Seeing none, we will close the public hearing. We will move to consideration by our Police Committee Chair, Ms. Denise Tynes.

Councilwoman Tynes – Thank you, Mayor Williams. I am just going to read the names of the streets so that everyone will know. They are Main Street, North and South Church Street, Thomas Street, Grace Street, Cedar Street, North and South Mason Streets, Institute Street, Jericho Road, Cary Street, James Street, Commerce Street, Cockes Lane, Drummonds Lane, Underwood Lane, Sykes Court, Hill Street, Washington Street, First Street, Clay Street, Chalmers Row, Astrid Street, and Riverview Avenue. I would like to make a motion to adopt this ordinance to restrict certain streets within the Town of Smithfield to no through truck traffic.

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

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

Mayor Williams – Next item is Additional Invoices Requiring Council Authorization. We will hear from our Town Treasurer, Ms. Ellen Minga.

Town Treasurer – Good evening. We received three additional invoices since our committee meetings. The first is not actually an invoice it is a request from our town engineer, Mr. Wayne Griffin to refund C.A. Barrs Contractor for an E & S Bond on a land disturbance permit which was at Cypress Creek for \$10,462.44. It was initially paid on August 26, 2014. It is pretty common once they have satisfied all of the requirements. Mr. Griffin has asked that it be refunded. It was never put as revenue in our financial statement. It was always recorded as a liability to be repaid to the developer. It should not be a problem. It is not like we have to reduce our income by that amount. The invoice for Sydnor Hydro is for a submersible pump that was approved a few months ago. The invoice for VRA is the actual loan for the James Street pump station. It is fully reimbursed by Smithfield Foods. It will actually be paid off finally in fiscal year 2015/2016.

Councilman Pack – I will make a motion to approve the three invoices as presented.

Councilman Smith – Second.

Mayor Williams – A motion has been made and properly seconded. Is there any further discussion on these three invoices? Hearing none, roll call vote.

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

Mayor Williams – The next is a Motion to Authorize the Town Manager to Issue a Request for Proposals for Refuse and Recycling Collection.

Councilman Smith – I would like to table and revisit this after our closed session tonight.

Mayor Williams – We will do that. Our next item is a Motion to Approve the Town Council Minutes of March 3<sup>rd</sup>, 2015.

Town Attorney – Mr. Mayor and members of Council, I have reviewed the minutes and although I was not here they seem to be in order with a few minor changes. I would recommend they be approved with minor revisions.

Vice Mayor Gregory – So moved.

Councilman Pack – Second.

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

On call for the vote, seven members were present. Vice Mayor Gregory voted aye, Councilwoman Chapman voted aye, Councilman Smith voted aye, Councilman Dr. Cook voted aye, Councilman Pack 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 item is New Business. Does anyone have any new business? Hearing none, we will move to Old Business. Hearing none, we will move to Closed Session.

Town Attorney – Mr. Mayor we need a motion to go into closed session for the purposes of discussing the acquisition of real property for public purposes and for advice by legal counsel on legal matters.

Councilman Pack – So moved.

Councilwoman Tynes – Second.

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

On call for the vote, seven members were present. Vice Mayor Gregory voted aye, Councilwoman Chapman voted aye, Councilman Smith voted aye, Councilman Dr. Cook voted aye, Councilman Pack 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 7:48 p.m.*

*Town Council went back into regular session at 8:38 p.m.*

Mayor Williams – We need a motion to come out of closed session.

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, seven members were present. Vice Mayor Gregory voted aye, Councilwoman Chapman voted aye, Councilman Smith voted aye, Councilman Dr.

Cook voted aye, Councilman Pack voted aye, Councilwoman Tynes voted aye, , and Mayor Williams voted aye. There were no votes against the motion. The motion passed.

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

Vice Mayor Gregory – So moved.

Councilwoman Tynes – Second.

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

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

Mayor Williams – We are going back to the Action Section Item 3 which we had tabled until after the closed session. It is s Motion to Authorize the Town Manager to Issue a Request for Proposals for Refuse and Recycling Collection. Committee Chair, Mike Smith.

Councilman Smith – Thank you, Mr. Mayor. I will make a motion for the Town Manager to amend the contract with AVES for one additional term of two years with a performance review after one year that could lead to termination. After two years we will ask the Town Manager to issue a RFP as required by the Virginia Public Procurement Act.

Councilman Pack – Second.

Mayor Williams – A motion has been made and properly seconded. Is there any further discussion? Hearing none roll call vote.

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

Mayor Williams – Is there any further business to come before Council tonight?

Councilwoman Tynes – Mayor Williams, Councilwoman Chapman, and I had an opportunity to go to the YMCA for their ribbon cutting for the new Youth Engagement

Smithfield Town Council

April 7<sup>th</sup>, 2015

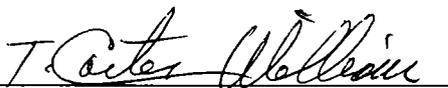
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Center by Obici. Please take a tour of the center it has a lot of technology. The children are really going to get a work out. If you have child please take them over there to get engaged in the activities.

Town Manager – I wanted to let everyone know that the spring newsletters are in the mail. I wanted to thank Lesley and our staff for getting those out.

Mayor Williams – Is there any more business to discuss? We are adjourned.

The meeting adjourned at 8:38 p.m.



Mr. T. Carter Williams  
Mayor



Peter Stephenson, AICP, ICMA-CM  
Town Manager