

**TOWN OF SELMA
REGULAR COUNCIL MEETING
OCTOBER 13, 2015**

PRESENT: Mayor Cheryl Oliver, Mayor Pro-Tem Jackie Lacy, Councilmembers Eric Sellers, Tommy Holmes, and William Overby, Town Manager Jon Barlow, Town Attorney Alan “Chip” Hewett, and Town Clerk Cynthia Richardson.

Mayor Pro-Tem Jackie Lacy entered the meeting at 6:04 p.m.

OTHER STAFF PRESENT: Planning Director Julie Maybee, Police Chief Richard Cooper, Fire Chief Phillip McDaniel, Electric Utility Director Donald Baker, Parks and Recreation Director Joe Carter, and Deputy Clerk Brenda Thorne.

CONVOCATION: Mayor Oliver called the meeting to order at 6:00 p.m. in the Selma Jernigan Building and declared a quorum present.

Johnston County Commissioner Ted Godwin offered the invocation.

PLEDGE TO FLAG: Mayor Oliver led in the pledge of allegiance to the flag.

APPROVAL OF AGENDA: Mayor Oliver requested that Ms. Ann Williams be added to the Presentation section of the agenda (Item 5f), which would be regarding the American Legion building located at 300 North Webb Street.

Mayor Oliver stated that all three Open Forum/Citizens’ Requests speakers called in earlier today to advise that they were unable to attend tonight’s meeting, and requested that items 6a, 6b, and 6c be removed from the agenda. She also requested Item 12 – Closed Session be removed.

A motion was made by Councilmember William Overby and seconded by Councilmember Eric Sellers to approve the amended October 13, 2015 agenda. Motion carried unanimously.

CONSENT AGENDA:

Minutes

Work Session – August 27, 2015
Regular Council Meeting – September 8, 2015
Special Council Meeting – September 14, 2015
Special Council Meeting – September 29, 2015
Work Session – September 29, 2015

A motion was made by Councilmember William Overby and seconded by Councilmember Eric Sellers to approve the consent agenda as presented. Motion carried unanimously.

**RECOGNITIONS/
PRESENTATIONS –
“Breaking the Silence”
on Domestic Violence
Day Proclamation:**

Mayor Oliver stated that due to the delayed arrival of Mr. Tim Hughes, she would go onto the next recognition, and would come back to Mr. Hughes.

Mayor Oliver read the following proclamation, “Breaking the Silence” on Domestic Violence Day.

Town of Selma, North Carolina

**North Carolina “Breaking the Silence”
On Domestic Violence Day**

WHEREAS, in recognition of **National Domestic Violence Awareness Month**, and

WHEREAS, Mothers On A Mission Domestic Violence Organization is committed to “Breaking the Silence” On Domestic Violence in the state of North Carolina, and

WHEREAS, between January 2009 and December 2014 there were 411 Domestic Violence Homicides in the state of North Carolina, and

WHEREAS, ninety-five (95) of those homicide victims were under the age of 25 years old, and

WHEREAS, out of the 95 homicide victims under the age of 25 years old, 29 were under the age of 16 years old, and

WHEREAS, out of the 411 homicide victims, 34 were over the age of 60 years old, and

WHEREAS, one hundred of those homicides resulted in Murder/Suicides, and

WHEREAS, eighty-two of the 100 counties in North Carolina were affected by domestic violence homicides, and

WHEREAS, fifty-four of the perpetrators were females and 280 were males, and

WHEREAS, one hundred and twenty-four of the victims were murdered by their spouse, and

WHEREAS, five of the victims were On-Duty Law Enforcement Officers, and

WHEREAS, one hundred and twenty-eight of the victims were murdered by their boyfriend/girlfriend, and

WHEREAS, twenty-three of the victims were murdered by “EX” of their current girlfriend/boyfriend, and

WHEREAS, one hundred and nine of the perpetrators were males under the age of 35 years old and fifteen were females under the age of 35 years old, and

WHEREAS, North Carolina endured an average of 68.66 Domestic Violence Homicides each year for the past six years, and

WHEREAS, Mothers On A Mission Domestic Violence Organization will dedicate Saturday, October 31, 2015 to “**BREAKING The SILENCE**” On Domestic Violence in our state by setting up educational workshops and booths to distribute informative information to the public, radio and television interviews;

NOW, THEREFORE, BE IT RESOLVED, that the Town of Selma hereby officially proclaims **SATURDAY, OCTOBER 31, 2015** as:

**NORTH CAROLINA “BREAKING THE SILENCE” ON
DOMESTIC VIOLENCE DAY.**

IN WITNESS WHEREOF, I have hereunto set my hand and caused to be affixed the seal of the Town of Selma, North Carolina, this the 13th day of October 2015.

A motion was made by Councilmember Eric Sellers and seconded by Mayor Pro-Tem Jackie Lacy to approve the “Breaking the Silence” On Domestic Violence Day Proclamation. Motion carried unanimously.

**Recognition of Tim
Hughes, Grand Marshal
of Selma Railroad Days:**

Mayor Oliver stated that due to the Railroad Days Parade and other events being cancelled this year due to rain, the Town would like to recognize Mr. Tim Hughes as the Grand Marshal of the Selma Railroad Days Parade for 2015. Mayor Oliver called forward Recreation Director Joe Carter to present Mr. Hughes his award.

Mr. Carter presented an award to Mr. Hughes for being selected as the 2015 Railroad Day's Grand Marshal on behalf of the Selma Railroad Day's Committee and the Town of Selma. Mr. Carter stated that Mr. Hughes would be loved for everything that he has done for the community. He said that Mr. Hughes had given unselfishly to the Town's Railroad Day's Committee, to the Selma Public Library, to the Boys and Girls Club, and has been a great citizen to the Town.

Mr. Hughes stated that it was an honor to be selected to represent the Town of Selma as the 2015 Railroad Day's Grand Marshal. He said that he loved the Town and its citizens. Mr. Hughes stated that he has always been shown the respect and kindness one could only get from living in a Town like Selma.

Mr. Hughes advised everyone that he would soon be relocating to Beaufort, North Carolina with his brother and his wife, Mr. Haywood and Ann Hughes. Mr. Hughes thanked everyone for this recognition.

Mr. Haywood Hughes thanked Council for recognizing his brother.

Former Mayor Charles Hester stated that his family had named the building located at 207 South Pollock Street in honor of Mr. Tim Hughes.

**Recognition of New
Police Officer Jacob
McLamb:**

Police Chief Richard Cooper introduced new Police Officer Jacob McLamb. Chief Cooper stated that Officer McLamb lives in the Benson area and comes to Selma from the Wilsons Mills Police Department and has worked with the Wake Forest Police Department.

**Recognition of New
Employee Beverly
Smith – Customer
Service Representative:**

Ms. Smith was not able to attend.

**Presentation by
Marjory Regan
Regarding PEG (Public,
Education,
Government) Channel:**

Ms. Marjory Regan of 105 North Forest Street, Selma, NC stated that she was requesting Council to approve her to conduct inquiries into whether a PEG access channel would be beneficial to the community. She said that a PEG access is a Public, Educational, and Government. Ms. Regan stated that it would provide audio, video, and digital information that would be seen on all cable access channels of which there are three in this area. She said this provides citizens and children the opportunity to learn new skills. Ms. Regan stated that the only thing that she was looking for at this time was the opportunity to look into.

Ms. Regan stated that she spent ten years on the Board of Directors for a PEG access channel in northern Virginia. She said that while she was there, she was involved in the business and production ends of this and was comfortable at looking into this.

Mayor Oliver stated that it was her understanding that cable companies have to provide these channels.

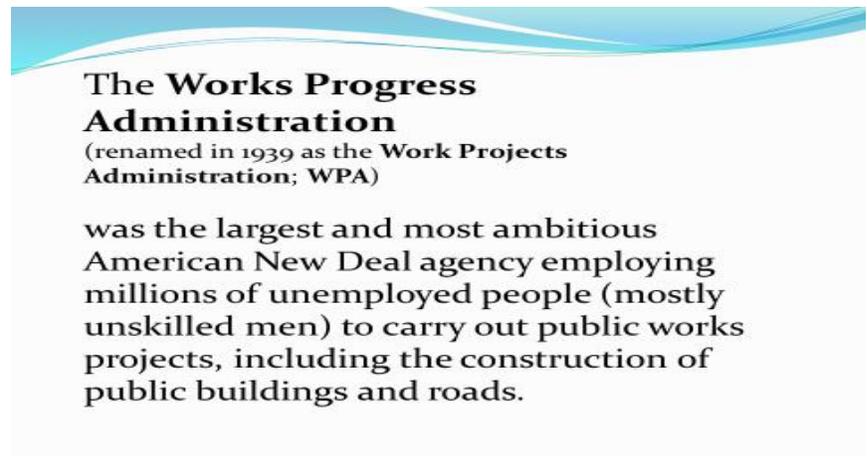
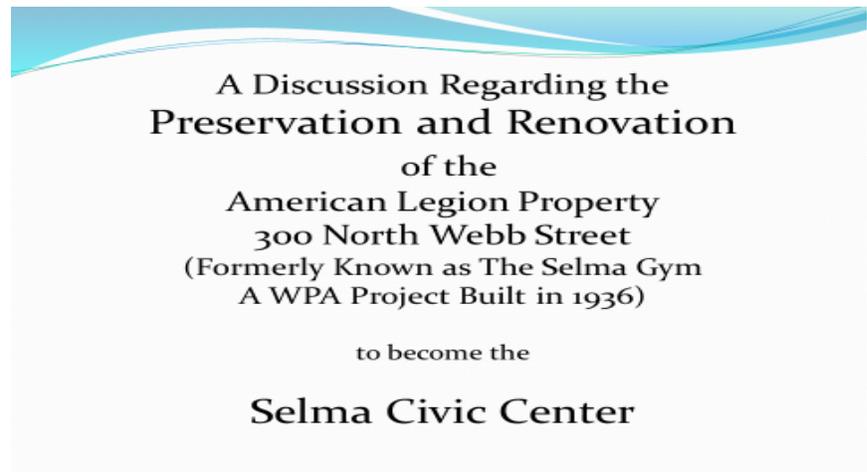
Ms. Regan stated that these channels have to be provided.

Town Council agreed for Ms. Regan to research the PEG channel and report her findings back to Council

Ms. Regan stated that it would take approximately 30 days.

**American Legion
Building – Ann
Williams:**

Ms. Ann Williams of 405 North Massey Street, Selma, NC, reviewed the following PowerPoint presentation regarding the American Legion Building located at 300 North Webb Street with Town Council.



At its peak in 1938, it provided paid jobs for three million unemployed men and women (as well as youth in a separate division, called the National Youth Administration).

The WPA provided jobs and income to the unemployed during the Great Depression.

Between 1935 and 1943, the WPA provided almost eight million jobs.

The stated goal of public building programs was to end the depression or, at least, alleviate its worst effects.

Millions of people needed subsistence incomes.

Work relief was preferred over public assistance because it maintained self-respect, reinforced the work ethic, and kept skills sharp.

Almost every community in the United States had a new park, bridge or school constructed by the agency.

The WPA's initial appropriation in 1935 was for \$4.9 billion (about 6.7 percent of the 1935 GDP), and in total it spent \$13.4 billion.

And according to Thomas Greco's book, *Historic Architecture of Selma, North Carolina*, some of that money was spent in Selma to build the town gymnasium in 1936.



Not only was this facility used as a gym, through the years it hosted many different types of events including the Selma High School proms and a very prestigious fashion show sponsored by Cassie and Josephine Abdalla who brought in models and fashions from as far away as New York.













Here are my ideas:

1. This town (and hardly any town around) has meeting space of this size.
2. Other than The Farm (which we are very proud of) there is virtually no place to hold a wedding reception, banquet, or community gathering.
3. This facility has the main floor (with no bleachers), restrooms, a kitchen, and an office.
4. It would need renovation, including a fire alarm system, sprinkler system, Heating and Air conditioning, restroom work, floor work, new lights, a sound system, a projection screen, and a projector. We would also need folding chairs and tables.

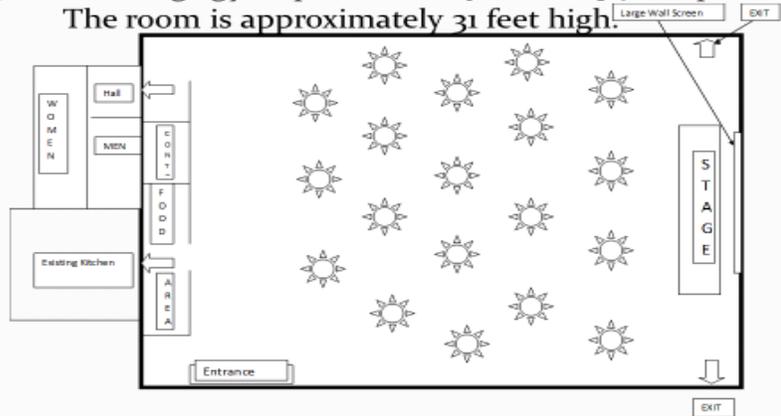
5. At the regular meeting of the Town Council in August, I asked that the Council talk to the American Legion and see if they would allow me 60 days to research this project for the town. I wanted to get prices for a renovation.
6. The Council voted to make this request, and the next week, I made this same presentation to the Executive Committee of the American Legion. They were very much in favor of this kind of project and took the request to the entire Legion which voted to allow the 60 day research period, during which time they would not consider any offers for sale. The sixty days started September 1.

I immediately enlisted the help of Hubert Holt who had worked for the town and was, for years, the Director of Maintenance for the Johnston County Schools.

Our first order of business was to contact the county inspections department and asked Mr. Tony Sutton to visit the site with us. Obviously, doing any work would require permits and adherence to code requirements.

We explained the project and the things we thought we needed to do. We were very excited when he agreed that we had covered the bases and his overall response was, "This is quite doable."

The large gym space is 60 x 90 feet = 5400 sq. ft.
The room is approximately 31 feet high.



So here is the plan -

Environmental - The first thing we would do is to seal the room from entry by squirrels, birds, and bats. In doing this work, we would also remove the bats from the chimneys and clean the building, with the goal of securing a air quality test that certifies the building for occupancy.

The estimated cost of this work is \$6,900

Electrical - Next we would bring new additional power to the building (a 600 amp panel) and add circuits and wiring for the new HVAC system, wall sockets, overhead lighting, etc.

The estimate we have been given for this work is \$25,000.

Restrooms – Along with the electrical work, we would begin the restroom work. We believe that the occupancy for this room should be set at 325. That number would require 3 toilets (including one handicapped accessible) for men with two sinks. For the women's side, we would need 5 toilets (including one handicapped accessible) and two sinks. The current area would need reconfiguring. The floors would have to be trenched for new piping, and one concrete floor area would need to be leveled.

Our estimate for this work is \$50,000.

Carpentry –

The windows may need to be replaced



The rollup door would need to be replaced so it could be used as an exit.



The loading dock porch would need to be removed and the door and porch restored to the original plan



The interior brick walls would need to be sealed, the rafters and ceiling would need to be restained, and there would need to be some painting on the exterior.



The estimate for our carpentry/construction work is \$47,000.

HVAC – We would need heat and air-conditioning in this building. We would recommend Ductsox instead of metal ductwork. We use this product in the gyms in the new school buildings.

Our estimate for a 20 ton unit for this building is \$50,000.



Sprinkler/Fire Alarm System – The code would require this building to have a sprinkler system installed as well as a fire alarm system.

The estimate for this work is \$25,000.



Sound/Security - For this to be a viable event center, we would need a good sound and security system.

Our estimate for this work is \$25,000.



Parking - We would recommend not using the front of the building for parking, but instead landscaping this area. We would put the parking area to the left of the building in the vacant lot. Paved handicap parking spaces would be put up to the existing walkway, with other stone parking spaces located on the other side of the lot.

Our estimate for this work is \$15,000.



Floors - The last thing we would do, is sand the floors and refinish them.

The estimate we have is \$4,000.



So this is where we are:

Environmental	6,900	
Electrical	25,000	
Restroom Work	50,000	
Carpentry	47,000	
HVAC	50,000	
Sprinkler/Fire Alarm	25,000	
Sound/Security	25,000	
Parking	15,000	
Floors	<u>4,000</u>	
Estimate Total		\$243,900

With engineering that would be required for permits, tables and chairs, a stage, a screen and a projector, we believe this would be a \$300,000 project.

Maybe the American Legion can find a good buyer for this property – someone who will put something in there that will be an asset to this town.

But it seems to me that since the people of Selma built this building with their own hands 70 years ago in one of the darkest economic times ever experienced in this country, it is our responsibility to attempt to save their work and continue to use it for the purpose for which it was built – to serve the citizens of Selma.

This project is quite “doable.” This is a picture of Historic Acres near Hershey Pennsylvania. Does it look familiar?



Can you visualize this kind of room for us? See the Ductsox?



I believe there are grants that the Town can qualify for, similar to the one we secured for the Harrison project. That grant was for \$400,000. I think we would need less.

And the great thing about this building is that once the renovation is complete, it will be rented out for events. Unlike other buildings owned by the Town, over time, the renovation work can pay for itself.

I also believe that there are people, firms, and corporations in this town that would love to donate time, money, and materials (possibly lowering our expenses) to make this endeavor, once again, a project –

For the people of Selma
By the people of Selma.

But here is the catch – before we can go ask for donations or apply for grants, the Town has to own the building.

And that is what I am asking tonight. I am asking the Town of Selma to make an offer to the Selma American Legion Post 141 to purchase this building for the people of Selma to use as a civic center. The Legion has agreed to hold the property until October 31.

Thank you for your consideration.

Mayor Oliver asked Council if they had any questions for Ms. Williams.

Councilmember Sellers questioned if the American Legion would prefer selling the building to the Town of Selma versus anyone else. He said that this was something that the Town could not obligate to tonight, but needed to figure out a way to do it. Councilmember Sellers stated that Council needed more time and consideration of an exclusive agreement to the end of November to talk about the possibilities. He said that this would give Ms. Williams the opportunity to see what could be done to bring the price down. Councilmember Sellers stated that this would give the Town the opportunity to see if there are grant funds available.

Councilmember Sellers stated that he would like Ms. Williams to give this presentation to the American Legion, and requested a period of exclusivity. He said that he did not want to see someone come in and raise costs, as well as investigate the availability of grant funds.

Councilmember William Overby stated that he did not think that the Town could have everything together by the end of November. He said that the public needed to be notified and a public hearing conducted.

Commander Mark Petersen asked Council if they would like to have until the end of the year.

Councilmember Sellers asked Town Attorney Chip Hewett what needed to be done.

Attorney Hewett stated that Council could agree to a Memorandum of Understanding that would be non-binding, which would give the Town access and opportunity to look into until December 31, 2015.

Town Manager Barlow stated that this project probably would not qualify for a CDBG project grant fund. He said that the Parks and Recreation PARTF might be an option, which would allow the Town to acquire this property. Mr. Barlow stated that he did not know if the Town could apply for this grant. He said that he would need to look into further.

Ms. Williams stated that she would be glad to look into.

Attorney Hewett stated that there was a Conservation Fund under the Parks and Recreation Fund that would acquire and hold property for a period with the understanding that it would go back to the Town. He said that was an arrangement between them and the Town. Attorney Hewett stated that he had some contact information that he would be glad to provide.

Johnston County Commissioner Ted Godwin stated that he would be glad to work with the Town of Selma and take this to the Triangle J Council of Governments. He said they might be able to give the Town some insight on grant opportunities.

Mayor Oliver stated that since this building was built with federal funds, she would ask some of our federal representatives to see if they are aware of any grant opportunities.

A motion was made by Councilmember Eric Sellers and seconded by Mayor Pro-Tem Jackie Lacy to approve a Memorandum of Understanding that would allow the Town to enter into a non-binding agreement that would allow the Town access for a period beginning October 13, 2015 until December 31, 2015 to determine if the Town of Selma is interested in purchasing the building located at 300 North Webb Street, and enter into potential negotiations regarding the purchase of the building. Motion carried unanimously.

**OPEN FORUM/
CITIZENS' REQUESTS –
Mr. Maurice Soard –
Animal Control:**

Mr. Soard was not able to attend.

**Ms. Kim Hogan –
Request for Ordinance**

Ms. Hogan was not able to attend.

**to Ban Tethering of
Dogs – PETA:**

**Mr. Eric Jackson –
Utility Deposits:**

Mr. Jackson was unable to attend.

**PLANNING & ZONING
REPORT AND
RECOMMENDATIONS –
Consideration of Written
Decision for Selma
Middle School’s Special
Use Permit for an
Electronic Changeable
Message Sign:**

Planning Director Julie Maybee stated that in accordance with the Town Council’s Rules of Procedure adopted in July 2015, the attached written findings of fact and motion are forwarded for Council’s consideration.

Planning Director Julie Maybee requested that the Town Council approve the findings of fact and motion.

A motion was made by Councilmember William Overby and seconded by Councilmember Tommy Holmes to approve the findings of fact and motion for Selma Middle School’s Special Use Permit for an electronic changeable message sign. Motion carried unanimously.

**Selma Municipal Code
Ordinance Amendment
to Clarify the Number
of Members on the
Historic Properties
Commission:**

Planning Director Julie Maybee stated that while reviewing the Selma Municipal Code, Chapter 10, Article II, Sections 10-26 and 10-27 (Exhibit 1), a discrepancy was noted concerning the number of members on the Commission. She said that the first section referenced six (6) members on the Commission, and the later section states the “members...shall be nine (9) in number...”

Planning Director Maybee stated that the Historic Properties Commission was an advisory Board appointed by Council (Exhibits 1 & 2).

Planning Director Maybee requested that Chapter 10, Article II, Section 10-26, second sentence be revised to read as follows: The commission shall consist of nine (9) members.

A motion was made by Councilmember William Overby and seconded by Mayor Pro-tem Jackie Lacy to approve amending Chapter 10, Article II, Section 10-26 to nine (9) members. Motion carried unanimously.

**TOWN MANAGER’S
REPORT AND
RECOMMENDATIONS-
Committee
Appointments:**

Town Manager Jon Barlow stated that the following Town of Selma Committees have vacancies for their consideration.

Selma Housing Authority

<u>Name</u>	<u>Term</u>
Ms. Suzanne Parker	5-year term expiring Nov. 20, 2020
Ms. Patricia McDonald	Not seeking reappointment

Mr. Joseph Scarboro 5-year term expiring Nov. 20, 2020

Town Manager Barlow stated that the Selma Housing Authority was recommending that Mr. Scarboro replace Ms. McDonald. Mr. Barlow stated that this request was from the Selma Housing Authority, and Council could approve these nominations or consider other possible nominations.

A motion was made by Councilmember Tommy Holmes and seconded by Councilmember Eric Sellers to approve the appointment of Ms. Suzanne Parker and Mr. Joseph Scarboro to the Selma Housing Authority. Motion carried unanimously.

Moccasin Creek Service District

<u>Name</u>	<u>Term</u>
Mr. Donald Parker	Not seeking reappointment

Mr. Barlow stated that as of to date, there have not been any Town residents expressing an interest to fill this seat. He said this was a Town resident seat only, and would bring the request back to the next Council meeting.

Selma Fireman’s Relief Fund Board

<u>Name</u>	<u>Term</u>
Thomas Whit	2 years

A motion was made by Councilmember William Overby and seconded by Councilmember Tommy Holmes to approve the appointment of Thomas Whit to the Fireman’s Relief Fund. Motion carried unanimously.

**Funding Request for
Drainage Improvements
at the Rudy Theater:**

Town Manager Jon Barlow stated that Spook Joyner, owner of the Rudy Theater, was requesting assistance from the Town for drainage improvements on the Theater property. He said that a portion of the Theater property is used by the Town as a recreational park (Jaycee Park). Mr. Barlow presented a copy of the Johnston County GIS map for their review.

Mr. Barlow stated that Mr. Joyner was requesting as much as \$2,875 to rectify a drainage issue that has been brought on by the installation of a new exit door on the north side of the building. He said that included in the agenda, was information from Bridgeview Contractors outlining the work to be done.

Town Manager Barlow stated that the Town had operated a park on a portion of that property for many years. He said that it was unlikely any formal agreement outlining responsibilities was ever

created. Mr. Barlow stated that the Town does not pay for the use of the property. He said that due to the nature of the agreement (or lack thereof), there is no legal obligation to fund any part of this request; however, this request is reasonable and is being presented for your consideration.

Town Manager Barlow stated that if Council agreed to fund this request, a budget amendment would be necessary in the Recreation Department budget to cover the expense.

Councilmember Overby stated that it would be helpful for the contractor to breakdown the cost. He also stated that the installation of a new sidewalk had nothing to do with drainage.

Mayor Oliver asked Town Manager Barlow to obtain more information regarding the drainage issue.

A motion was made by Councilmember William Overby and seconded by Councilmember Tommy Holmes to table Mr. Joyner's request until Council receives more information. Motion carried unanimously.

**Fee Schedule
Amendment – Impact
Fee for Interconnection
Customers
(Generators):**

Town Manager Jon Barlow stated that prior to the construction of the solar farm on Ricks Road, the Town and the developer of the solar farm entered into an interconnection agreement. He said that one part of the agreement stipulates that for the use of the Town's electric system to distribute the power generated from the solar farm, the owner will pay the Town \$.00381 per kWh.

Mr. Barlow stated that for the sake of consistency, this fee should be recognized in the Town's Schedule of Fees and Charges.

A motion was made by Councilmember William Overby and seconded by Councilmember Eric Sellers to approve the addition of the Interconnection Fee of \$.00381 per kWh to the Town's Schedule of Fees and Charges. Motion carried unanimously.

Councilmember Eric Sellers stated that it was his understanding that the solar farm located on Ricks Road could not turn on the facility until they meet the requirements for landscaping. He said that they have done some landscaping, but they were not anywhere close to the criteria that was set.

Town Manager Barlow stated that staff has been working with the developer. He said that owner had been given a temporary certificate for 30 days. Mr. Barlow stated that whatever they planted needed to be 10 feet in height within three years. He said

that their landscape architect would need to certify that the items planted would meet that design.

Town Manager Barlow stated that the Town has an escrow account that the Town could use to make those improvements if it is not completed by the company.

Attorney Hewett advised Council that the special use permit states that there must meet a 75% opacity at the time of planting and reach a height of 10 feet within three years.

**Selma Public Library
“Food for Fines Week”:**

Town Manager Barlow stated that in conjunction with the Public Libraries of Johnston County, the Selma Public Library would like to request that the week of December 7 through 12, 2015 declared as “Food for Fines Week.” He said that during this week, the Library would accept food in lieu of fines. Mr. Barlow stated that if fines were \$1.00 or less, the Library would accept one can of non-perishable item; add an additional can for each dollar of fines. He said that fees would be waived on items that belong to the Johnston County Public Library system, and will not include items that have been lost or damaged. He said that all donated items would benefit the Selma food pantry.

A motion was made by Councilmember Eric Sellers and seconded by Councilmember William Overby to declare the week of December 7 through 12, 2015 to be “Food for Fines Week” at the Selma Public Library. Motion carried unanimously.

**Fire Department
Driveway Replacement
Project:**

Town Manager Barlow stated that due to major deterioration of the front pad at the Fire Department, funds were included in the fiscal year 2015/2016 budget to repair the front section of the pad. He said that the work would include demolition and replacement of the first two sections of concrete, as well as repairs to the drainage along the street. Mr. Barlow stated that staff is recommending that the project be awarded to R.D. Braswell Construction Company at a cost of \$56,561.10. He said that an informal bid process has been performed.

Councilmember William Overby stated that he would like to see a breakdown on the pricing.

Councilmember Sellers asked if this item was budgeted in the 2015/2016 Town of Selma budget.

Town Manager Barlow stated that it was included in the budget.

A motion was made by Councilmember Eric Sellers and seconded by Councilmember Tommy Holmes to approve the pricing of \$56,561.10 as presented by R.D. Braswell. Motion carried unanimously.

Attorney Hewett recommended having someone from R.D. Braswell take a look at the Rudy Theater project.

**Project Updates:
Oak Tree Industrial
Park Recertification:**

Town Manager Barlow stated that the Oak Tree Industrial Park Recertification was complete. He advised Council that the area was smaller than the last certification. Mr. Barlow stated that the family of Nell Howell was not interested in including this with the other properties that are for sale in the Industrial Certified Site. He said that this reduces the site from 111 acres to about 55 acres.

Planning Director Julie Maybee stated that some of the acreage was lost in the development of Browe Construction.

Town Hall:

Town Manager Barlow stated that the Town Hall project was moving along. He said that it was on target for completion in early January.

**Noble Street Sewer
Project:**

Town Manager Barlow presented a copy of a letter from the US Department of Agriculture. He said that the USDA is giving the Town authorization to put the sewer project out for bid. Mr. Barlow stated that once the bids were received, a package would be put together and submitted to the LGC for funding approval.

**Ricks Mobile Home
Park CDBG
Application:**

Town Manager Barlow stated that the CDBG application was submitted at the end of September. He said that it was a solid application, and advised that the grant would be awarded sometime in March 2016.

Financial Reports:

Town Manager Barlow reviewed financial reports for the month ending September 30, 2015. He said that the public building fund had already spent 70% of its budget, but advised that they had encumbered the expenses for the new Town Hall.

Councilmember Sellers stated that the Sewer Fund was looking much better. He said that the cutoffs for utilities were dramatically lower from what they had been being.

Mr. Barlow stated that in the Sewer Capital Reserve Fund, a journal entry was not made, and he would have it corrected.

Strategic Plan Update:

Town Manager Barlow stated that the USDA had given authority to bid the Noble Street Project. He said that the CDBG application

had been submitted for the Preston Street/Ricks Mobile Home Park sewer improvements.

Mr. Barlow stated that he did add under Personnel the funding of the development of a new merit performance evaluation system, which needed to be sent out for bids soon.

Town Manager Barlow stated that Mr. Rocky Lane of Sanford Holshouser was still working on the Economic Development Strategic Plan.

**TOWN ATTORNEY'S
REPORT –**

**Update on Sandra
Lemon Case:**

Attorney Hewett stated that the Town has now entered into a Consent Order with Ms. Lemon. He said that she has been given to December 31, 2015 to have the property in total compliance. Attorney Hewett stated that Ms. Lemon had dismissed her appeal. He said that the order reads that if she is not compliant, the order becomes enforceable, and the Town moves back to a demolition mode. Attorney Hewett stated that the contractor was trying to get temporary electricity to start the renovation.

**MAYOR'S REPORT &
RECOMMENDATIONS –**

Mayor Oliver thanked the participants who came out on September 26, 2015 for the Litter Sweep. She said that 125 pounds of litter was picked up.

Mayor Oliver advised everyone of the following:

- Thursday, October 15, 2015, the Smithfield-Selma Chamber of Commerce is hosting a candidates forum from 5:30 p.m. to 7:00 p.m. with formal presentations beginning at 7:00 p.m.
- Wednesday, October 28, 2015, the Smithfield-Selma Chamber of Commerce would be hosting a Business Expo from 11:00 a.m. to 3:00 p.m. at the Farm.
- The Historic Properties Commission held its first meeting on Thursday, October 8, 2015. She said that they did discuss signage for the Barber Shop on Raiford Street, and would follow the guidelines of the Historic Homeowners Association.
- The Historic Tax Credit had been extended to 2020.

Mayor Oliver questioned what needed to be done as far as follow-up from the October 5, 2015 Special Council meeting.

Town Manager Barlow stated that he did not think there was a plan for the consultant to meet with Council. He said that the information that would be presented was for Council's review. Mr. Barlow recommended meeting sooner than the Regular Council meeting date scheduled for November.

It was the consensus of Council for the Town Clerk to poll the Council within the next week or two for a date to meet.

**COUNCILMEMBERS’
REPORT &
RECOMMENDATIONS:**

Councilmember Overby stated that *The Smithfield Herald* blew the story out of proportion regarding the electric rate study. He said that no rate increase had been voted on. Councilmember Overby stated that all they had asked for was a study. He said that Council still had work to do. Councilmember Overby stated that what was printed in the paper was incorrect.

**CLOSED SESSION –
Economic Development:**

Removed from agenda.

ADJOURNMENT:

With no further business, a motion was made by Councilmember Eric Sellers and seconded by Councilmember William Overby to adjourn. Motion carried unanimously.

The meeting adjourned at 7:48 p.m.

BRENDA W. THORNE, Interim Town Clerk