



SMITHFIELD TOWN COUNCIL AGENDA

January 6, 2026 at 6:30 PM

220 North Church Street

- 1. Call To Order**
- 2. Pledge Of Allegiance**
- 3. Informational Reports**
 - a. Town Manager's Reports
 - b. Committee Summary Reports
- 4. Upcoming Meetings And Activities**
 - January 1 - Town Offices Closed in Observance of New Year's Day
 - January 6 - 6:30 p.m. - Town Council Meeting
 - January 13 - 6:30 p.m. - Planning Commission Meeting
 - January 19 - Town Offices Closed in Observance of Martin Luther King, Jr. Day
 - January 20 - 6:30 p.m. - Board of Historic and Architectural Review
 - January 20 - 7:30 p.m. - Board of Zoning Appeals
 - January 26 - 3:00 p.m. - Town Council Committee Meetings

NOTE: All of the above public meetings will be held at the Smithfield Center, unless otherwise noted.

- 5. Public Comments**
- 6. Council Comments**

NOTICE OF INTENT TO COMPLY WITH THE AMERICANS WITH DISABILITIES ACT (ADA) Reasonable efforts will be made to provide assistance or special arrangements to qualified individuals with disabilities in order to participate in or attend Planning Commission meetings. ADA compliant hearing devices are available for use upon request. Please call 1-(757)-365-4200 at least twenty-four (24) hours prior to the meeting date so that proper arrangements may be made.

- 7. Consent Agenda Items**

- a. Invoices Over \$20,000 Requiring Council Authorization:
[Finance Committee Chair, Jeff Brooks](#)
 - i. East Coast Emergency Vehicles, LLC - Public Safety Vehicles \$ 21,991.60
- b. Motion to Award Concrete Services Contract to Dan White Concrete, LLC.
[Public Works Committee Chair, Bill Harris](#)
- c. Motion to Award Right-of-Way and Drainage Easement Maintenance Contract to Goodrich and Sons Tree Service
[Public Works Committee Chair, Bill Harris](#)
- d. Motion to Approve the Summary Minutes of Town Council from December 2, 2025
[Mayor Michael G. Smith](#)

8. Action Items

- a. PUBLIC HEARING: Text Amendment - Historic Preservation Overlay District
[Tammie Clary, Director of Community Development and Planning](#)
- b. Invoices Over \$20,000 Received after Finance Committee Requiring Council Authorization:
[Finance Committee Chair, Jeff Brooks](#)
 - i. Vortex Services \$ 31,896.90
 - ii. Epps Building Inc. - Public Works Breakroom / Safety Meeting Room \$ 48,500.00
- c. Recommendation by Nominating Committee to Appoint / Reappoint two members to the Board of Historic and Architectural Review to fill the Expiring Terms of Julia Hillegass and Justin Hornback (1-31-2026)
[Councilwoman Bebermeyer and Councilman Cutler](#)

9. New Business

10. Old Business

- a. Town Council Policy & Procedures Manual
[Michael Stallings, Town Manager](#)

11. Adjournment