



SOUTH HILL TOWN COUNCIL

REGULAR MEETING MINUTES

TUESDAY, NOVEMBER 13, 2007 AT 7:00 PM

The regular monthly meeting of the South Hill Town Council was held on Tuesday, November 13, 2007 in the Council Chambers of the South Hill Municipal Building located at 211 South Mecklenburg Avenue in South Hill, Virginia.

1. CALL TO ORDER

Honorable Mayor Earl O. Horne called the regular meeting to order at 7:00 p.m.

2. INVOCATION

Mayor Horne called upon Councilman Gregory to render the invocation.

3. ROLL CALL

Mayor Horne called upon Anna Cratch to call the roll which was as follows:

A. Council Members

Chad J. Barbour	Lillie Feggins-Boone	M. B. "Millie" Bracey
William R. Gregory	Gregg Harper	J. Woodrow "Woody" Kidd
Mike Moody		

Councilman C. Leroy Sasser was not present at the meeting.

B. Staff in Attendance

Kim Callis, Town Manager	Anna Cratch, Town Clerk
Julie Hancock, Human Resources Mgr.	Charles Hudson, Code Compliance Official
Norman Hudson, Police Chief	Heidi Porter, Finance Director
Bill Wilson, Public Works Dir.	

4. APPROVAL OF MINUTES – OCTOBER 9, 2007

Councilman Harper moved and **Councilman Moody seconded** to dispense with the reading of the minutes from the regular meeting held on October 9, 2007, since all Council members had received a copy prior to the meeting, and approve as submitted by Anna Cratch. The motion was adopted by unanimous consent.

5. PUBLIC HEARINGS

A. Plank Road Boundary Line Change

Kim Callis opened the Public Hearing for comments for and against the request of R. T. Arnold and others to incorporate 367.82 acres along Plank Road from Mecklenburg County into the Town of South Hill. Public Hearing notices were advertised in the October 17 and 24, 2007 editions of the South Hill Enterprise. Mecklenburg County approved the boundary line change following their Public Hearing at which no comments were made.

There were no speakers in favor of or against the request.

David Taylor of 1804 Plank Road (Parcel C on presented plat) was interested in incorporating his land as well. Mr. Taylor is located between two other properties that are not included in the boundary line change. James A. Butts, III, Esq. stated that he explained to Mr. Taylor that as presently proposed, his property is not included nor are either of the properties to either side of him. This advertisement is specific to the properties as proposed. That does not prevent a future annexation or some future change of circumstances that will allow him to be incorporated in the Town, but it would require all four properties to come into the Town to make it a contiguous boundary line change. A case possibly could be made to bring him in, but it would require the normal procedures.

Councilman Barbour moved and **Councilwoman Bracey seconded** to adopt the Agreement of Boundary Line Change By and Between Mecklenburg County, Virginia and the Town of South Hill, Virginia to incorporate a 367.82 acre tract along Plank Road currently owned by R. T. Arnold and others into the Town of South Hill. A **roll-call vote** was requested and voiced as follows:

Councilman Barbour-Aye	Councilwoman Feggins-Boone-Aye
Councilwoman Bracey-Aye	Councilman Gregory-Aye
Councilman Harper-Abstain	Councilman Kidd-Aye
Councilman Moody-Aye	Councilman Sasser-Absent.

James A. Butts, III, Esq. informed Council that a petition will hopefully be filed and approved with the circuit court on behalf of the Town and the County in the month of December, with the boundary line change effective January 1, 2008.

6. CODE COMPLIANCE OFFICIAL'S REPORT

Charles Hudson presented his report of activity for the month of October 2007 as follows:

Inspections Completed	-	66
Permits Issued	-	33
Fees Collected	-	\$ 7,488.91
UEZ Exemption	-	\$ Ø
Rehab Exemption	-	\$ Ø
General Exemption	-	\$ 1,000.00
Work Value	-	\$ 1,190,652.00
Jobs Completed	-	22

Councilman Harper moved and **Councilman Moody seconded** to approve the report of the Code Compliance Official for the month of October 2007 as submitted by Charles Hudson. The motion was adopted by unanimous consent.

7. POLICE CHIEF'S REPORT

Norman Hudson presented his police report for the month of October 2007. Chief Hudson informed Council there was a total of 206 arrests and 435 call types in October. He presented the following administrative news:

- Sergeant Ronnie Edmonds completed a four hour training course at the VCPA Fall Meeting.
- Chief Hudson, Captain Mayer and Sergeants Edmonds, Robinson and Velvin attended an Impaired Driving Workshop at the training academy in Lynchburg.
- Corporal Shane Johnson received an award from VASAP for Excellence in the Apprehension of DUI Offenders. Corporal Johnson also instructed Defensive Tactics at the training academy in Lynchburg.
- Detective Nelson Watson attended an eight hour course in Advanced Communication Skills for Interviewers and Search Warrant Process at the training academy in Lynchburg.

Councilman Barbour moved and **Councilman Kidd seconded** to approve the report of the Police Department for the month of October 2007 as submitted by Chief Hudson. The motion was adopted by unanimous consent.

Chief Hudson announced the promotions of Corporal Peebles who was present at Council and Corporal Zincone who was out of Town. Chief Hudson also introduced their newest officer Neal Puryear.

8. FINANCE DIRECTOR’S REPORT

Heidi Porter submitted the following report for the month of October 2007:

A. Monthly Financial Report

Ms. Porter submitted the financial report for month ended October 31, 2007 as follows:

General Fund	-	\$2,449,341.08	Investment Account	-	\$1,203,948.67
Water and Sewer Fund	-	95,343.03	2002 G.O. Bond	-	\$ 273,059.29
Cemetery Fund	-	50,754.79	Certificate of Deposit	-	\$ 80,000.00
CDBG2 Halifax	-	11,144.69	Total Police Dept. Savings	-	\$ 21,177.55
Total in Checking	-	\$2,606,583.59	Outstanding Taxes All Years	-	\$ 42,239.43

Councilwoman Bracey moved and **Councilman Kidd seconded** to approve the financial report for month ended October 31, 2007 as submitted by Heidi Porter. The motion was adopted by unanimous consent.

Ms. Porter also announced that the real estate and personal property taxes will be mailed either November 15 or 16.

9. CITIZENS TO ADDRESS COUNCIL

A. Park View High School Students

Mayor Horne acknowledged the presence of and welcomed the following students from the Park View High School government class:

Shavonna Alexander	Justin Brugos	Crystal Carnish
Anthony Clifford	Barry Simmons, Jr.	Timmy Siverd
Peter Welsh	Jessica Whitehouse	Christian Yelverton

B. Alpheus Lee Jones – South Hill Bus to New York

Alpheus Lee Jones stated that one of his customers was inquiring about the South Hill bus. Mr. Jones was informed that only one bus leaves out of South Hill to New York (at 9:30), whereas three leave out of Raleigh for New York. Mayor Horne reported that Council does not control the buses. Someone at the bus station (Sadler station on 58) would have to answer those questions.

10. COMMITTEE REPORTS

A. Blueway Trails

Mayor Horne reported that the last Blueway Trails meeting went very well. At the meeting, it was mentioned that Halifax, North Carolina has found out about our interest in starting a regional Blueway Trails, and they are interested in partnering with us in some way mainly with federal funds. They have received a lot of federal funds in doing the same thing we are regionally putting together. Take-out and put-in points were marked on maps at the last meeting. South Hill's two points are a put-in on the Meherrin River at Whittle's Mill and a take-out located behind the Hwy. 138 old landfill. Other points discussed will fall under Lunenburg and Brunswick Counties. The Roanoke River Rails to Trails have joined in with the Blueway Trails. Mayor Horne spoke with our two state representatives who saw no problem with introducing making this a scenic river tied in with Brunswick County.

This agenda item was for informational purposes only; therefore, no Council action was taken.

B. Cable Service

Mayor Horne mentioned that he and other members of Council have received a lot of complaints from citizens in South Hill regarding the service of the current cable company. He encouraged the citizens of South Hill with concerns with the cable service within the Town limits to write a letter to the Town Clerk for the file stating their displeasure. The letters will be very useful during franchise renewal time. The cable company contact for our area lives in Charlottesville and has been invited to meet with staff and discuss issues, but he has made no attempt to visit with them.

Another company may possibly offer service in our area down the road. There is a strong possibility that cable down the road will go through telephone lines. That would give more competition between cable companies than currently exists. Mayor Horne commented that the Town has nothing to do with the rates or channels. Council's only responsibility in the matter is to renew the cable franchise which is done every five years. At this time, the only other choices are DirecTV or Dish Network.

This agenda item was for informational purposes only; therefore, no Council action was taken.

11. TOWN MANAGER'S REPORT

Kim Callis submitted the following report for the month of October 2007:

A. Right of Way Vacation – Windham Street/Raleigh Avenue

Kim Callis reminded Council that a Public Hearing was held on October 9, 2007 regarding a request by Lily Hubbard and Jack and Janet McFall to vacate a 50' unimproved right of way located between 611 Raleigh Avenue and 703 Raleigh Avenue. The three person committee appointed to view the location reported that it will not cause any inconvenience to anyone. Once Council adopts an Ordinance of Vacation to abandon the right of way, the property may be transferred to the adjoining property owners who must pay all costs related to the transfer.

Councilwoman Bracey moved and **Councilman Moody seconded** to adopt the Ordinance of Vacation for a 50' unimproved right of way located between 611 Raleigh Avenue and 703 Raleigh Avenue; and to authorize the Mayor to sign and the Town Clerk to attest said ordinance. A **roll-call vote** was requested and voiced as follows:

Councilman Barbour-Aye
Councilwoman Bracey-Aye
Councilman Harper-Aye
Councilman Moody-Aye

Councilwoman Feggins-Boone-Aye
Councilman Gregory-Aye
Councilman Kidd-Aye
Councilman Sasser-Absent.

B. 2008 Market Square Committee Events

On behalf of the South Hill Market Square Committee, Mr. Callis requested approval to hold the following Affair on the Square events at the Market Square during 2008:

- April 10 – Marna & Macy (country music)
- June 5 – The Imitations (beach music)
- September 4 – Casper (R&B, top 40 music)
- October 23 – Monster Mash

He also requested approval to host a band competition at the Centennial Park Upper Field on May 10 immediately following SpringFest.

Councilman Harper moved and **Councilwoman Feggins-Boone seconded** to approve the 2008 South Hill Market Square calendar of events and locations. The motion was adopted by unanimous consent.

Mr. Callis mentioned that all of the events scheduled in 2007 were well attended averaging 800 people at the musical events and 1200 at the Monster Mash. He thanked Council for their support and the Market Square Committee and Public Works for all of the work they do.

C. VDOT Funding – Raleigh Avenue

Mr. Callis reported that Marvin Tart of VDOT informed staff at a meeting on November 8 that VDOT has recently completed a reconciliation of South Hill projects funded over the past 20 years. Approximately \$656,000 of unused funds were identified that will be applied to the Raleigh Avenue project and will allow Phase I of the project to move forward. VDOT plans to begin acquiring rights-of-way around March 2008. Road construction should begin 12-18 months thereafter. Phase I involves the construction of just under .4 miles of roadway at a cost of \$2.4 million. The road will extend from Highway 1/58 to just past the entrance to the baseball complex parking lot at Parker Park.

This agenda item was for informational purposes only; therefore, no Council action was taken.

D. Stormwater Management Ordinance

Mr. Callis informed Council that staff has reviewed Section 72 of the Town's existing Stormwater Management Ordinance and identified certain sections that require amendments to correct typographical errors and to achieve consistency with Virginia erosion and sedimentation regulations.

Councilman Barbour moved and **Councilman Kidd seconded** to authorize staff to advertise for a Public Hearing on December 10 and take other necessary steps to amend Section 72 – Stormwater Management of the Code of the Town of South Hill. The motion was adopted by unanimous consent.

12. HUMAN RESOURCES MANAGER'S REPORT

Julie Hancock presented the following administrative news for the month of October 2007:

1) New Hires

- Crystal Beck joined the Building and Grounds division of Public Works effective October 9, 2007.
- Keith Miller joined the Fleet Maintenance division of Public Works effective November 5, 2007.

2) Education

- On October 4, 2007, Nelson Ratcliffe, Public Works, received a Certificate for the completion of a Cross Connection Control Devices refresher course required to maintain his water license.
- On October 18, 2007, Stacy Archer, Julie Hancock and Heidi Porter, Finance and Administration, attended an on-site class given by RTSS, the Town's financial software provider, detailing changes introduced in the latest version of the payroll system.
- September 30 to October 4, 2007, Charles Hudson, Code Compliance, attended the annual conference of the International Code Council in Reno, Nevada. October 21 to October 23, Mr. Hudson attended the annual meeting of the Virginia Building Code Officials' Association in Virginia Beach.

This agenda item was for informational purposes only; therefore, no Council action was taken.

13. PUBLIC WORKS DIRECTOR'S REPORT

Bill Wilson submitted the following report for the month of October 2007:

A. Purchase of Combination Jet/Vacuum Sewer Cleaner

Bill Wilson informed Council that Public Works has ordered a 2007 model Vac-Con combination jet/vacuum sewer cleaner from Atlantic Machinery Inc. as appropriated in the FY08 annual budget, capital outlay account 30 6050.7009. The total unit delivered price including training is \$200,284 which includes a \$23,000 trade of our 1999 "jetter" machine. Delivery is 180 days after receipt of order.

This agenda item was for informational purposes only; therefore, no Council action was taken.

14. OLD BUSINESS

There was no old business.

15. NEW BUSINESS

Mayor Horne reminded members regarding the Annual Mayors and Managers Christmas Dinner in Brodnax on December 6, 2007.

Councilman Kidd invited everyone to the Holiday Bazaar November 17 and 18, 2007 at the Golden Leaf Warehouse.

16. ADJOURNMENT

There being no further business matters before the South Hill Town Council, Mayor Horne adjourned the meeting at 7:35 p.m.

Respectfully submitted by Anna B. Cratch.

Earl O. Horne, Mayor

Attest:

Anna B. Cratch, Town Clerk