



## SOUTH HILL TOWN COUNCIL

### REGULAR MEETING MINUTES

MONDAY, DECEMBER 10, 2007 AT 7:00 PM

The regular monthly meeting of the South Hill Town Council was held on Monday, December 10, 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 Sasser 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  
William R. Gregory  
Mike Moody

Lillie Feggins-Boone  
Gregg Harper  
C. Leroy Sasser

M. B. "Millie" Bracey  
J. Woodrow "Woody" Kidd

##### B. Staff in Attendance

Kim Callis, Town Manager  
Charles Hudson, Code Compliance Official  
Heidi Porter, Finance Director

Anna Cratch, Town Clerk  
Norman Hudson, Police Chief  
Bill Wilson, Public Works Dir.

#### 4. APPROVAL OF MINUTES – NOVEMBER 13, 2007

**Councilman Harper moved** and **Councilman Kidd seconded** to dispense with the reading of the minutes from the regular meeting held on November 13, 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. SERVICE AWARDS

Norman Hudson recognized Corporal Harvey R. King (who was not present at the meeting) for his **25 years** with the South Hill Police Department effective December 9, 2007.

All clapped in recognition of Mr. King.

## 6. PUBLIC HEARINGS

### A. Charles Hudson – Proposed Amendment to the Stormwater Management Ordinance

Charles Hudson opened the Public Hearing for comments for and against the proposed amendment to the Stormwater Management Ordinance to correct typographical errors and to achieve consistency with Virginia erosion and sedimentation regulations.

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

**Councilman Kidd moved** and **Councilman Harper seconded** to approve the amendment to Chapter 72, Stormwater Management; Section 72-2, Applicability; Section 72-3, Definitions; and Section 72-10, Minimum control requirements. The motion was adopted by unanimous consent.

### B. Charles Hudson – Proposed Amendment to the Zoning Ordinance Table of Permitted Uses

Charles Hudson opened the Public Hearing for comments for and against the proposed amendment to the Zoning Ordinance which allows schools in Commercial District C-2 with a special exception permit.

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

**Councilman Harper moved** and **Councilman Kidd seconded** to approve the amendment to Section 94.1-76, Table of Permitted Uses; Table 4.1, Uses Permitted by Zoning District which allows schools, elementary or secondary, public or private, which meet the state's requirements for such schools in Commercial District C-2 with a special exception permit. The motion was adopted by unanimous consent.

### C. Charles Hudson – RE 2007-1, Request by First Baptist Church for Rezoning on Woodrow Avenue from R1-10 to C-2

Charles Hudson opened the Public Hearing for comments for and against the request of First Baptist Church to rezone 1.6+/- acres on Woodrow Avenue between Pennington Street and East High Street from R1-10 to C-2 to clean up the zoning map. Mr. Hudson explained that the property was presently all one lot with two zoning designations because the property was previously divided into several lots. He went on to say that a church can be located in Residential or C-2.

Kevin Rosenfeld stated that First Baptist Church hopes to put a gymnasium and an additional school building on said property. The grades for the school are currently pre-school thru 5<sup>th</sup> grade with hopes to extend the school to 8<sup>th</sup> grade and move the pre-school to the church building.

Councilman Barbour commented that he foresees traffic issues in the future. Mr. Rosenfeld mentioned that they are looking at being more creative with letting the children out in the afternoons such as staggering releases. There will be an additional drop off/pick up location in the front. They are also considering hiring a retired police officer for traffic control. Mr. Rosenfeld feels consideration should be given to possibly making a section of Pennington Street one way.

There were no speakers against the request.

**Councilman Kidd moved and Councilman Sasser seconded** to approve rezoning 1.6+/- acres owned by First Baptist Church on Woodrow Avenue from R1-10 to C-2. The motion was adopted by unanimous consent.

Councilman Barbour asked if staff had ever considered placing signs on properties that are getting ready to be rezoned. Charles Hudson stated that the surrounding property owners legally have to be notified.

**D. Charles Hudson – Proposed Extension of the Neighborhood Conservation District**

Charles Hudson opened the Public Hearing for comments for and against the proposed extension of the Neighborhood Conservation District along North Mecklenburg Avenue in a northerly direction from the southern line of West High Street for a distance of 130'. The boundaries of the Neighborhood Conservation District currently contain all of those parcels that front on the west side of North Mecklenburg Avenue between Franklin Street and West High Street. The extension would allow for the structure located at 501 North Mecklenburg Avenue to be converted into a professional office. The Neighborhood Conservation District is an overlay district which expands the uses in a residential zone.

Henry and Susan Ponton were present at the meeting to answer questions. Mr. Ponton informed Council that they are in the process of purchasing the property and moving Family First LLC, a counseling office, which is currently located on 314 East Atlantic Street. He stated that more than enough parking is located along the back side of the property.

There were no speakers against the request.

**Councilman Barbour moved and Councilman Kidd seconded** to approve the extension of the Neighborhood Conservation District along North Mecklenburg Avenue as proposed by Charles Hudson. The motion was adopted by unanimous consent.

**E. Charles Hudson – SE 2007-4, Request by Janet Wade for a Retail Automobile Dealership at 813 W. Danville Street**

Charles Hudson opened the Public Hearing for comments for and against the request by Janet Wade to utilize 813 West Danville Street as a retail automobile dealership. The property is presently owned by Marlene Jackson and is zoned C-2. The South Hill Planning Commission recommends Council approval of the request with the stipulation that all service work will be performed inside the building.

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

**Councilman Kidd moved and Councilman Sasser seconded** to grant Janet Wade's request for SE 2007-4 to utilize Marlene Jackson's property located at 813 West Danville Street for a retail automobile dealership with the stipulation that all service work will be performed inside the building. The motion was adopted by unanimous consent.

**7. CODE COMPLIANCE OFFICIAL'S REPORT**

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

Inspections Completed	-	68
Permits Issued	-	29
Fees Collected	-	\$ 2,181.70
UEZ Exemption	-	\$ 89,000.00
Rehab Exemption	-	\$ Ø
General Exemption	-	\$ Ø
Work Value	-	\$ 267,635.00
Jobs Completed	-	47

**Councilman Barbour moved** and **Councilwoman Feggins-Boone seconded** to approve the report of the Code Compliance Official for the month of November 2007 as submitted by Charles Hudson. The motion was adopted by unanimous consent.

## 8. POLICE CHIEF'S REPORT

Norman Hudson presented his police report for the month of November 2007. Chief Hudson informed Council there was a total of 149 arrests and 403 call types in November. He presented the following administrative news:

- Mike Peebles, Jamie Velvin and Scott Zincone completed Intoxilyzer Recertification at the Blackstone Police Department.
- Carie Dalton and Mike Mayer assisted with Officer Survival Training at Fort Pickett.
- Mike Mayer and Jimmy Robinson completed Radar Instructor Recertification at the training academy in Lynchburg.
- Bernie Puryear assisted with Crime Scene Practicals at the training academy in Lynchburg.

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

## 9. FINANCE DIRECTOR'S REPORT

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

### A. Monthly Financial Report

Ms. Porter submitted the financial report for month ended November 30, 2007 as follows:

General Fund	-	\$2,612,012.13	Investment Account	-	\$1,211,534.28
Water and Sewer Fund	-	105,906.07	2002 G.O. Bond	-	\$ 117,834.37
Cemetery Fund	-	50,754.79	Certificate of Deposit	-	\$ 80,000.00
CDBG2 Halifax	-	12,044.69	Total Police Dept. Savings	-	\$ 21,226.94
Total in Checking	-	\$2,780,717.68	Outstanding Taxes All Years	-	\$1,683,887.86

Ms. Porter informed Council the total past due taxes are currently \$39,897.55. Councilman Barbour mentioned that the personal property tax bills are confusing because of the two separate total due amounts listed. Ms. Porter stated that the bottom total is the total after tax relief. She plans to speak with the programmer regarding the confusion.

**Councilwoman Bracey moved** and **Councilman Kidd seconded** to approve the financial report for month ended November 30, 2007 as submitted by Heidi Porter. The motion was adopted by unanimous consent.

**10. 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:

Samuel Gordon                      Michael Meredith                      Samantha Sanchez                      Estefania Uribe

**11. COMMITTEE REPORTS**

There were no committee reports.

**12. APPOINTMENTS**

**A. South Hill Board of Building Code Appeals**

The five year term of Allen Parrish on the Board of Building Code Appeals will expire on December 12, 2007.

**Councilman Kidd moved** and **Councilman Sasser seconded** to reappoint Allen Parrish to another five year term on the Board of Building Code Appeals. His appointment will commence on December 13, 2007 and will continue until December 12, 2012. The motion was adopted by unanimous consent.

**B. South Hill Board of Zoning Appeals (BZA)**

The five year term of Ed Taylor on the BZA will expire on December 31, 2007. Due to a conflict of interest with his new position as Commissioner of Revenue Elect, he will no longer be able to serve on the board.

**Councilman Kidd moved** and **Councilwoman Feggins-Boone seconded** to move Ed Pernell from an Alternate to a Board Member on the BZA. Another nomination will need to be chosen for Alternate. The motion was adopted by unanimous consent.

**C. R. T. Arnold Library Advisory Committee**

The two year terms of Carolyn Blackwell, Barbara Nanney, Steven Stanley and Ashleigh Zincone on the R. T. Arnold Library Advisory Committee will expire on December 31, 2007.

**Councilwoman Bracey moved** and **Councilman Harper seconded** to reappoint Carolyn Blackwell, Barbara Nanney, Steven Stanley and Ashleigh Zincone to another two year term on the R. T. Arnold Library Advisory Committee. Their appointments will commence on January 1, 2008 and will continue until December 31, 2009. The motion was adopted by unanimous consent.

**D. South Hill Planning Commission**

The four year terms of Robin Allen, Allen Parrish and Ed Taylor on the South Hill Planning Commission will expire in January of 2008. Mr. Parrish will be stepping down as a member effective December 31, 2007, and due to a conflict of interest with his new position as Commissioner of Revenue Elect, Mr. Taylor will no longer be able to serve.

**Councilman Kidd moved** and **Councilman Sasser seconded** to appoint Dean Marion and Brian Mosier and to reappoint Robin Allen to another four year term on the South Hill Planning Commission. Their appointments will commence in January of 2008 and will continue until January 2012. The motion was adopted by unanimous consent.

### **13. TOWN MANAGER'S REPORT**

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

#### **A. 2008 Holiday Schedule**

Kim Callis requested Council approval to observe the 2008 state holiday calendar.

**Councilman Sasser moved** and **Councilwoman Feggins-Boone seconded** to adopt the 2008 Commonwealth of Virginia Holiday Calendar which includes the addition of closing the town offices at Noon on November 26 and December 24 and closing all day on December 26. The motion was adopted by unanimous consent.

#### **B. Commonwealth Transportation Board Meeting**

Mr. Callis reported that staff will attend a Commonwealth Transportation Board (CTB) meeting on December 13 in Richmond. They will be allowed only a couple of minutes before the committee to discuss the need for the Raleigh Avenue project and to address any questions. The primary focus will be Phase I of the extension from Highway 1/58 to Parker Park, but staff also wants to establish the need to ultimately extend the roadway to Route 47 to enable better access to Parker Park and to relieve some traffic congestion on Halifax Street.

A member of the CTB fears that Raleigh Avenue will turn into another Route 288 that goes around Richmond. Mayor Horne suggested that Mr. Callis speak to the rural representative for our area about why we need the Raleigh Avenue project.

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

### **14. PUBLIC WORKS DIRECTOR'S REPORT**

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

#### **A. Installation of Water System at Park View Middle School**

Bill Wilson informed Council that Public Works has installed approximately 1700' of 2" waterline/system with four yard faucets at Park View Middle School for the benefit of their two sports fields.

Town staff proposed the project plan to the County because the South Hill youth football league no longer had a place to play. They had been playing at the high school football field but were

informed that the excess play was a strain on the facility. The agreement was: 1) the Town would design and install a water system, 2) the school would pay for the materials (\$7,915), and 3) the South Hill youth football league would play their games at Park View Middle School.

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

Mr. Wilson also mentioned that Dominion Virginia Power will have to run a secondary line for the additional streetlights that were previously requested on Lombardy Street. The line should be placed within a month to hopefully support five lights.

**15. OLD BUSINESS**

There was no old business.

**16. NEW BUSINESS**

There was no new business.

Mayor Horne wished everyone a very merry, safe and blessed Christmas and a happy new year.

**17. ADJOURNMENT**

There being no further business matters before the South Hill Town Council, Mayor Horne adjourned the meeting at 7:40 p.m.

Respectfully submitted by Anna B. Cratch.

---

Earl O. Horne, Mayor

Attest:

---

Anna B. Cratch, Town Clerk