



SOUTH HILL TOWN COUNCIL
REGULAR MEETING MINUTES
MONDAY, MARCH 10, 2008 AT 7:00 PM

The regular monthly meeting of the South Hill Town Council was held on Monday, March 10, 2008 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	William R. Gregory
Gregg Harper	J. Woodrow "Woody" Kidd	C. Leroy Sasser

Council members Bracey and Moody were not present at the meeting.

B. Staff in Attendance

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

4. APPROVAL OF MINUTES – FEBRUARY 11, 2008

Councilman Harper moved and **Councilman Barbour seconded** to dispense with the reading of the minutes from the regular meeting held on February 11, 2008, 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

Bill Wilson recognized Nelson L. Ratcliffe for his **5 years** of service with Public Works effective March 24, 2008.

6. CODE COMPLIANCE OFFICIAL'S REPORT

In the absence of Charles Hudson, Mayor Horne presented the report of activity for the month of February 2008 as follows:

Inspections Completed	-	94
Permits Issued	-	35
Fees Collected	-	\$ 2,633.72
UEZ Exemption	-	\$ Ø
Rehab Exemption	-	\$ Ø
General Exemption	-	\$ 1,484,750.00 (mostly Colonial Theatre)
Work Value	-	\$ 2,739,597.00
Jobs Completed	-	42

Councilman Barbour moved and **Councilman Kidd seconded** to approve the report of the Code Compliance Official for the month of February 2008 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 February 2008. Chief Hudson informed Council there was a total of 178 arrests and 473 call types in February. He presented the following administrative news:

- Sergeants Jimmy Robinson and Ronnie Edmonds completed Intoxilyzer 500 Recertification at the Blackstone Police Department.
- Corporals Harvey King, Shane Johnson, Scott Zincone and Mike Peebles completed 16 hours each of FTO Training at the academy in Lynchburg.
- Captain Mike Mayer and Sergeant Jimmy Robinson attended a VML Insurance Program Regional Safety Workshop at Colonial Heights.
- Captain Mike Mayer and Donna Burch attended a DMV Highway Safety Grant Workshop in Clarksville.

Councilman Sasser moved and **Councilman Kidd seconded** to approve the report of the Police Department for the month of February 2008 as submitted by Chief Hudson. The motion was adopted by unanimous consent.

8. FINANCE DIRECTOR'S REPORT

Heidi Porter submitted the following report for the month of February 2008:

A. Monthly Financial Report

Ms. Porter submitted the financial report for month ended February 29, 2008 as follows:

General Fund	-	\$4,207,946.15	Investment Account	-	\$1,225,700.09
Water and Sewer Fund	-	219,154.18	2002 G.O. Bond	-	\$ 118,833.67
Cemetery Fund	-	50,754.79	Certificate of Deposit	-	\$ 80,000.00
CDBG2 Halifax	-	54.67	Total Police Dept. Savings	-	\$ 18,950.03
Total in Checking	-	\$4,477,909.79	Total Past Due Taxes All Yrs.-	-	\$ 171,616.19

Due to the decline, Councilman Barbour inquired about the type of investment account the Town uses. Ms. Porter answered that it is a money market account that had to be fixed due to a glitch where the accrual was double entered in the online system for month ending January 31.

Councilman Barbour moved and **Councilman Kidd seconded** to approve the financial report for month ended February 29, 2008 as submitted by Heidi Porter. The motion was adopted by unanimous consent.

B. Past Due Real Estate and Personal Property Taxes

Ms. Porter reported that Attorney C. Ridley Bain has received correspondence from one of the two remaining accounts, and payment arrangements have been made. Statements for all past due Real Estate and Personal Property taxes will be sent out no later than March 14, 2008.

Taking into consideration that decals are due the end of March, past due taxes are starting to come in.

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

9. CITIZENS TO ADDRESS COUNCIL

A. Gerald Ogburn, Sr. – Response to Terrorism

On behalf of Risk Analysis Security Consultants International, LLC, Gerald Ogburn, Sr. addressed Council regarding an Introduction to Terrorism, a free workshop and seminar for local, municipal and state governments. One workshop has already taken place at the Day's Inn. The next seminar is planned for April or May at the Day's Inn as well. The class usually lasts from 9:00 a.m. to around 3:00 p.m.

10. COMMITTEE REPORTS

There were no committee reports.

11. TOWN MANAGER'S REPORT

Kim Callis submitted the following report for the month of February 2008:

A. Purchase of Sewer Jetter/Vacuum

Mr. Callis informed Council that as part of the FY07-08 Water and Sewer Fund budget, staff planned to finance the purchase of a new sewer jetter/vacuum over three years, with estimated debt service of \$75,000 per year. The cost of the equipment is \$200,284. The General Fund budget includes \$200,000 for land acquisition for a future street/road project. As the land acquisition will not take place during this fiscal year, staff recommends transferring the \$200,000 for this project to the Water and Sewer Fund and using it to purchase the sewer jetter/vacuum equipment outright. This would produce a savings of approximately \$25,000. The land acquisition is included in the preliminary FY08-09 budget presented to the Budget and Finance Committee.

Councilman Barbour moved and **Councilman Harper seconded** to authorize the transfer of \$200,000 from the FY07-08 General Fund budget earmarked for land acquisition to the Water and Sewer Fund to be used for the outright purchase of the sewer jetter/vacuum equipment. The motion was adopted by unanimous consent.

Mr. Callis reported that the jetter is scheduled to arrive in late April or early May.

B. Plank Road Property

Mr. Callis reminded Council that at the November 13, 2007 meeting, Council approved a boundary line change requested by R. T. Arnold and others to bring a 367.82 acre tract along Plank Road into the corporate limits of the Town of South Hill. On February 26, Mr. Arnold briefly shared some very preliminary plans with staff to develop a portion of this tract as residential property. Mr. Callis presented Council with a preliminary subdivision plan and a photo of the types of homes that may be constructed in that area. Thirty lots have been spoken about initially.

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

C. Whittles Mill Hydroelectric Project

Mr. Callis reminded Council that at its February 11, 2008 meeting, Council authorized Steve Jones to move forward with fact finding regarding the operation of the Whittles Mill Hydroelectric Project. Mr. Jones has contacted the Federal Energy Regulatory Commission (FERC) and requested that the exemption from licensing under the Federal Power Act for certain small power generators be transferred from the Rockfish Corporation to him. As the Rockfish Corporation abandoned the operation over 10 years ago, it appears the licensing exemption is now owned by the Town of South Hill. Staff has received a letter dated March 3, 2008 from the FERC requesting information about the Town's ownership and its intent regarding transferring the licensing exemption to Mr. Jones. Staff has 30 days from March 3 to provide the requested information. On March 6, Mr. Callis spoke with Patricia Gillis at the FERC who said that the Town can transfer the licensing exemption to Mr. Jones by leasing the facility to him. Ms. Gillis also stated that a lease arrangement is acceptable to the FERC for placing other regulatory responsibilities with Mr. Jones.

Mr. Jones suggested that the Town lease the facility to him for 20 years for 10% of the gross revenues that he would realize from selling the power to Dominion Virginia Power. At this point, the agreement for Dominion Virginia Power to purchase the electricity is not in place. Another thing that needs to be worked out is the true ownership of the equipment located at the site. Rockfish Corporation installed the generators which have been abandoned well over ten years.

Councilman Barbour commented that he does not feel that the Town should pay any attorney fees. Councilman Harper explained that we are taking a facility that has not been utilized in years and will hopefully make the Whittles Mill facility somewhat of the attraction that it once was when it was functioning. He feels it is a win/win situation.

Councilman Sasser moved and **Councilman Kidd seconded** to authorize the Town Manager and Public Works Director to work with the FERC, Mr. Steve Jones and the Town Attorney to prepare and execute informational and contractual documents and agreements necessary for Steve Jones to assume responsibility for operating the Whittles Mill Hydroelectric Project under a lease agreement with the Town of South Hill. The lease agreement will stipulate that Mr. Jones is responsible for all legal, licensing, regulatory and other related issues. The motion was adopted by unanimous consent.

D. Department of Conservation and Recreation

Mr. Callis reported that staff received a letter on March 5 from the Department of Conservation and Recreation (DCR) stating that South Hill is still not in full compliance with the Erosion and Sediment Control Corrective Action Agreement (CAA). Staff has met three of four components of the CAA and will continue to work internally and with DCR until South Hill is fully compliant. In attempting to meet CAA requirements, staff has often received unclear and inconsistent information from the regional DCR office. In talking with other communities and even other DCR divisions, staff has learned that South Hill's experience is not unique; therefore, staff plans to discuss their concerns with our legislators and DCR leadership.

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

E. FY08-09 Proposed Budget

With thanks to all department heads, Kim Callis mentioned that a draft budget has been submitted to the Budget and Finance Committee.

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

12. HUMAN RESOURCES MANAGER'S REPORT

Julie Hancock presented the following administrative news for the month of February 2008:

1) New Hires

- William Edwards joined the Parks Division of Public Works as a permanent part-time employee effective March 3, 2008.

2) Education

- Robert Owens, Scott Smith, Nelson Ratcliffe and Allen Elliott, all of Public Works, took recertification training for Virginia Pesticide Applicator Registered Technician on February 29, 2008.

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 February 2008:

A. Water Main Extension – Goodes Ferry Road

Mr. Wilson informed Council that the Public Works Department has extended a 12" water main approximately 300' on Goodes Ferry Road. The 12" pipe used was surplus pipe on the yard. The former line terminated just south of the entrance/exit ramp to the Route 58 bypass. The extended line will allow residents in the area to tie on if, due to drought conditions, a residential well is

unable to supply a sufficient quantity of water. Also, it will be easier to route a line in the direction of Butterworth Lane if that area develops. A hydrant was installed so the line can be flushed.

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

B. Project Progress Reports

1) Regional Wastewater Treatment Works Expansion

Mr. Wilson reported that land clearing began the last week of February for the expansion of the Regional Wastewater Treatment Works. Some topsoil has been removed. Much of the 70,000 cubic yards of soil scheduled to be excavated will be relocated as fill, and the rest will be stockpiled. Some of the soil will be used at the airport facility, and some will be used at the park facility. Bedrock is causing a slowdown with the soil removal process and may need to be blasted if it keeps getting denser.

2) Parker Park – Softball Complex

Mr. Wilson reported that the rebuilding of the concession stand/restrooms has commenced. The old bricks from the previous building were reused as a base for the muddy road at Whittles Mill. The slab floor has been poured and the utilities placed therein. The walls have been erected, and the new doors will be more secure than the previous ones.

The field house is nearing completion and will be utilized in approximately one week. The building is split face block and will be left grey. Dixie Youth will be painting the designs blue to match the roof. The softball facility will have the blue color as the baseball facility has green.

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

14. OLD BUSINESS

Councilman Barbour commented that Mike Peters, owner of One Stop Gift Shop, has not moved his building yet. He expressed desires for the Town to move forward and make him move it.

Mayor Horne commented that Mr. Peters has thirty days once a letter has been sent out to comply with the letter; that will make it sometime in April.

15. NEW BUSINESS

Blanche White commented that she is having a difficult time getting her road fixed. Ms. White also complained about vandalism. She lives off of Route 1, Alpine into Evergreen Lane. She has a LaCrosse address and a South Hill phone number. She has already addressed the LaCrosse Council who informed her that she was in South Hill. She asked who she needed to speak with. Chief Hudson informed her that she is in Mecklenburg County. Mayor Horne suggested that she call Wayne Carter, County Administrator. Councilman Barbour commented that Dan Tanner, member of the Board of Supervisors, would be able to help her as well. Ms. Cratch took her phone number so staff could contact her with the appropriate contact information.

16. EXECUTIVE SESSION

Legal – § 2.2-3711 (A)(7) and Personnel – § 2.2-3711 (A)(1)

Pursuant to Legal – § 2.2-3711 (A)(7) and Personnel – § 2.2-3711 (A)(1) of the Code of Virginia and on **motion of Councilman Harper and second of Councilman Sasser**, the South Hill Town Council entered into **Executive Session** to discuss legal and personnel matters. The members voted unanimously to enter into said Executive Session.

There was no action taken in Executive Session on the legal or personnel matters.

WHEREAS, the South Hill Town Council has convened an executive meeting on this date pursuant to an affirmative recorded vote and in accordance with the provisions of the Virginia Freedom of Information Act; and

WHEREAS, Sections 2.2-3711 (A)(7) and 2.2-3711 (A)(1) of the Code of Virginia require a certification by this Council that such executive meeting was conducted in conformity with Virginia Law;

NOW THEREFORE, BE IT RESOLVED that the South Hill Town Council hereby certifies that to the best of each member's knowledge, (1) only public business matters lawfully exempted from open meeting requirements by Virginia Law were discussed in the executive meeting to which certification resolution applies, and (2) only such business matters as were identified in the motion convening the executive meeting were heard, discussed or considered by the Council.

Councilman Kidd moved and Councilman Gregory seconded to approve **Resolution 230**, dated March 10, 2008, and return to **Open Session**. All members present voted affirmatively.

17. OPEN SESSION

There was no action taken on the personnel matter in Open Session following the Executive Session.

Councilman Barbour moved and Councilman Harper seconded on the Legal matter to approve a policy in the parks that smoking only be allowed in designated areas as per signage. The motion was adopted by unanimous consent.

18. ADJOURNMENT

There being no further business matters before the South Hill Town Council, Mayor Horne adjourned the meeting at 7:58 p.m.

Respectfully submitted by Anna B. Cratch.

Earl O. Horne, Mayor

Attest:

Anna B. Cratch, Town Clerk