



SOUTH HILL TOWN COUNCIL
REGULAR MEETING MINUTES
MONDAY, AUGUST 11, 2008 AT 7:00 PM

The regular monthly meeting of the South Hill Town Council was held on Monday, August 11, 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 rendered 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	C. Leroy Sasser	

B. Staff in Attendance

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

4. APPROVAL OF MINUTES – JULY 14, 2008

A motion was made by Councilman Barbour, second by Councilman Moody, to dispense with the reading of the minutes from the regular meeting held on July 14, 2008, since all Council members had received copies prior to the meeting, and approve as submitted by Anna Cratch. Motion carried unanimously.

5. PUBLIC HEARINGS

A. Kim Callis – Proposed Issuance of General Obligations Bonds for Various Public Improvements

Kim Callis opened the Public Hearing for comments for and against the proposed issuance of general obligations bonds of the Town in the estimated maximum principal amount of

\$2,250,000 to finance various public improvements, including, but not limited to, the renovation of the Colonial Theatre, and to pay all or a portion of the costs of issuing such bonds.

There were no speakers in favor of or against the issuance of the bonds for the stated purposes.

A motion was made by Councilman Harper, second by Councilman Barbour, to adopt the Resolution Providing for the Issuance and Sale of a General Obligation Public Improvement Bond, Series 2008, of the Town of South Hill, Virginia, in a Maximum Principal Amount of \$2,250,000, and Providing for the Form, Details and Payment Thereof. 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-Aye	Councilman Kidd-Aye
Councilman Moody-Aye	Councilman Sasser-Aye.

Mayor Horne commented that work on the Colonial is ahead of schedule and progressing very well.

B. Charles Hudson – SE 2008-1, Request by Adrian Kittrell for a Retail Automobile Dealership and Detailing Service at 915 West Danville Street

Charles Hudson opened the Public Hearing for comments for and against the request by Adrian Kittrell to utilize 915 West Danville Street as a retail automobile dealership and detailing service. The property is presently owned by Lisa Maitland and is zoned C-2.

At the Public Hearing held on July 7, 2008 by the South Hill Planning Commission, there were no speakers in opposition to this request. The Planning Commission made a motion to recommend approval to Council by a vote of 7-0. They placed no special requirements on this location.

Adrian Kittrell spoke in favor of his request. The property is located directly beside S&S Barbecue. The dealership will employ three full-time workers and will sell used cars as well as providing a washing/waxing service. Mr. Kittrell would like to eventually purchase the building and do some renovations.

There were no speakers against the request.

A motion was made by Councilman Kidd, second by Councilwoman Feggins-Boone, to grant Adrian Kittrell's request for SE 2008-1 to utilize Lisa Maitland's property located at 915 West Danville Street for a retail automobile dealership and detailing service. Motion carried unanimously.

6. CODE COMPLIANCE OFFICIAL'S REPORT

Charles Hudson presented his report of activity for the month of July 2008 as follows:

Inspections Completed	-	70
Permits Issued	-	38
Fees Collected	-	\$ 3,124.74
UEZ Exemption	-	\$ Ø

Rehab Exemption	-	\$	Ø
General Exemption	-	\$	Ø
Work Value	-	\$	448,495.00
Jobs Completed	-		18

A motion was made by Councilman Harper, second by Councilman Moody, to approve the report of the Code Compliance Official for the month of July 2008 as submitted by Charles Hudson. Motion carried unanimously.

7. POLICE CHIEF'S REPORT

In the absence of Chief Norman Hudson, Mayor Horne presented the police report for the month of July 2008. Mayor Horne informed Council there were a total of 194 arrests, 668 complaints, and 504 call types in July. He presented the following administrative news:

- Jimmy Robinson, Chris Parrott, Tony Solomon, Mike Peebles, Harvey King, Lance Thomas, Mike Mayer, Calvin Holmes, Carie Dalton, C. B. Fleming, Jamie Velvin, Ronnie Edmonds, Shane Johnson, Mike Watters and Chuck Mayer completed four hours each Breath Alcohol Transition Training at Ft. Pickett.
- Nelson Watson attended a Computer Crime Group Meeting in Amherst, VA.
- Jamie Velvin attended an eighty hour Driver Instructor Training Program at the Federal Law Enforcement Training Center in Cheltenham, MD.
- Carie Dalton, Wanda Dixon, C. B. Fleming, Calvin Holmes, Shane Johnson, Harvey King, Mike Peebles, Jimmy Robinson and Lance Thomas completed their required in-service hours at the Police Department.

Mayor Horne commented that the 911 service is doing very well.

Councilwoman Bracey commended Officer Peebles for finding a missing item from her property.

A motion was made by Councilman Sasser, second by Councilman Kidd, to approve the report of the Police Department for the month of July 2008 as submitted by Chief Hudson. Motion carried unanimously.

8. FINANCE DIRECTOR'S REPORT

Heidi Porter submitted the financial report for month ended July 31, 2008 as follows:

General Fund	-	\$3,783,284.20	Investment Account	-	\$1,235,445.97
Water and Sewer Fund	-	92,769.80	Certificate of Deposit	-	\$ 70,000.00
Cemetery Fund	-	51,454.79	Total Police Dept. Savings	-	\$ 9,286.55
CDBG2 Halifax	-	<u>454.67</u>	Total Past Due Taxes All Yrs.-	-	\$ 64,038.64
Total in Checking	-	\$3,927,963.46			

A motion was made by Councilwoman Bracey, second by Councilman Kidd, to approve the financial report for month ended July 31, 2008 as submitted by Heidi Porter. Motion carried unanimously.

9. SANDRA TANNER, VTC AND BOB MUNSON, DCR – BLUEWAY TRAILS

Sandra Tanner informed Council that several localities including Brunswick County, Halifax County, Greensville County, Lunenburg County, Mecklenburg County, the City of Emporia, the City of Danville, the Town of South Hill, the Town of Halifax and the Town of Lawrenceville are committed in creating a braided system of paddle/camping trails with managed access points throughout Southern Virginia. Positive interest was shown for the project at the first Blueway Trails Committee meeting held on June 29, 2007. The VTC, the DCR, the DGIF and the SPDC are partnering with the committee. The committee has traveled to Halifax, North Carolina to hear about the Roanoke River Partners, Inc. (www.roanokeriverpartners.com) and to tour their put-in ramps and overnight camp areas. The committee has also set phases for development. Phase I of the project includes constructing canoe/kayak ramps on the Meherrin River in Lunenburg County near Wallace Bridges Road, above the dam at Whittles Mill, and on US 1 North (VDOT property in Brunswick County). Phase II includes construction of ramps near Fort Christianna in Brunswick County, off of the Tobacco Heritage Trail in Brunswick County, the City of Emporia town park area, the old landfill off Route 138 (owned by South Hill), and other favorable sites as identified. Phase II also includes construction of parking, park facilities with overnight camping, and primitive restroom facilities at Whittles Mill, the old landfill site, and other favorable sites as identified. Phase III includes marketing material and the development of the overall Blueway canoe plan for the entire southern region. Ms. Tanner summarized the many benefits of having a managed water system with designated put-in/take-out points including improved access to the river, encouragement for outdoor exercise and adventure, interpreted historical context and promoted care for and appreciation of the natural resource, multiuse trails in the region (hiking, biking, horseback riding) complimented and a contribution to quality of life aspects. She mentioned that the economic benefits are also astounding. Potential funding sources for the project include an outdoor recreation grant (DCR), the Tobacco Commission, foundation grants, private funding sources, local fundraising, and a market leverage fund grant (VTC). Ms. Tanner reported that a Public Input Session will be held in South Hill on August 19, 2008. Phase I construction should start around the fall of 2008 or early 2009.

In answer to a question from Councilman Barbour regarding the Town's liability if someone were hurt, Bob Munson commented that the Town is inviting someone on their property to recreate just like a park or ballfield. Councilman Harper reported that the Town does not own the river, so we should be covered with an at risk sign.

Sandra informed Council that the overnight camping structures cost around \$8,000. Mayor Horne reported that staff has already spread rock and brick at Whittles Mill. He also reported that a certain professional group is willing to come blow up the obstructions in the river at no charge. He stated that there is not much put into these projects in comparison to what they will yield.

In answer to a question from Councilwoman Bracey, Tom McLaughlin mentioned that canoes cost around \$1,000, and kayaks cost around \$500. Sandra Tanner stated that people who are engaging in outdoor recreation spend an average of \$236 per person per trip.

Tying in with Brunswick County, Mayor Horne informed Council that staff plans to seek approval for the Meherrin in Mecklenburg to be designated as a scenic river. He commented that many people are excited about the prospect of the new water trails. It is something that is needed in this area.

In closing, Mayor Horne thanked Sandra Tanner, Bob Munson and Steve Kesler for being a part of the project. Mr. Munson stated that it is an extremely exciting initiative in which the DCR and the DGIF pledge their support to help the counties work through the details.

10. CITIZENS TO ADDRESS COUNCIL

A. Paula James – Hayride on August 16

On behalf of the River of Life Church of God, Paula James addressed Council to request permission for a hayride on August 16, 2008. Ms. James reported that Chief Hudson has designated the route that should be taken (Windsor to Pleasant to Lombardy to Franklin to Windsor). Ms. James stated that the trailer has sides and will be pulled by a pick-up truck. Adults will be on the edges of the hay-filled trailer with the children placed in the middle. Kim Callis mentioned that the Town Attorney wanted to let Ms. James be aware that the church will be responsible for all of the people involved in the hayride. The Town assumes no responsibility or liability for anything that may happen.

A motion was made by Councilman Sasser, second by Councilman Kidd, to authorize the River of Life Church to have a hayride on August 16, 2008 from 11:00 AM to 12:00 PM in coordination with the Police Department. Motion carried unanimously.

B. Nancy Rose Watkins – Family Reunion at Centennial Park on September 20

Nancy Rose Watkins addressed Council to request permission for a family reunion at Centennial Park on September 20, 2008.

A motion was made by Councilman Gregory, second by Councilman Kidd, to authorize a family reunion to be held on September 20, 2008 from 10:00 AM to 8:00 PM at Centennial Park. Motion carried unanimously.

Councilman Sasser reminded everyone that cars are not allowed in the park except for loading and unloading of items. He expressed concern for the children utilizing the park area.

11. COMMITTEE REPORTS

There were no committee reports.

12. APPOINTMENTS

A. South Hill Market Square Committee

Mayor Horne reported that the Market Square Committee members would like to recommend the appointment of Charlene Keough to the committee.

A motion was made by Councilman Barbour, second by Councilman Kidd, to appoint Charlene Keough to the South Hill Market Square Committee for a two-year term commencing August 12, 2008 and ending June 30, 2010. Motion carried unanimously.

13. TOWN MANAGER'S REPORT

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

A. Softball and Baseball Tournaments

Kim Callis reported that the Town hosted Dixie Youth State Softball Tournaments for the Darlings, Belles and Debs at the Parker Park Softball Complex from July 18 through July 24 with 21 teams from around Virginia participating. Our local teams won the state championship in the Darlings and Debs divisions. Our local team also won the state tournament in the Angels division which was held in Botetourt County. All three teams traveled to Louisiana to participate in the Dixie Youth World Series which began August 2. The Debs lost two games; the Darlings won one game and lost two; and the Angels won two and lost two and tied for third in the world series.

The Town also hosted the Senior Babe Ruth Southeast Regional Baseball Tournament at the Parker Park Baseball Complex from July 24 through July 27 with ten teams from Virginia to Florida participating. Our local team won one game and lost two.

Total estimated spending during these tournaments was conservatively estimated at \$2.1 million on food, lodging, gasoline and incidental items. Mr. Callis thanked all the personnel, leaders, volunteers and sponsors who worked so hard to make these events tremendously successful for our young people and local businesses.

Kim Callis reported that he understands that South Hill has been awarded the 2009 Dixie Youth boy's major league state tournament. The same tournament cannot be hosted in consecutive years.

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

B. Fire Department Bucket Drive

Mr. Callis informed Council that Rosser Wells, Chief of the South Hill Volunteer Fire Department, has requested permission to hold their annual Bucket Drive fundraiser on August 30, 2008. This is one of the Fire Department's largest fundraisers. They will take the appropriate safety measures.

A motion was made by Councilman Moody, second by Councilman Barbour, to approve the request of the South Hill Volunteer Fire Department to hold a Bucket Drive fundraiser on August 30, 2008. Motion carried unanimously.

C. Mountain Creek Wetlands Project

Mr. Callis reported that a Notice to Proceed was issued to J. A. Barker Construction on August 5, 2008 to begin work on creating approximately ten acres of wetlands at the Mountain Creek Sewage Lagoon. Weather permitting, the work is expected to be completed in mid-December. The Tobacco Commission and the IDA are covering the cost of the project.

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

D. Roanoke River Service Authority (RRSA) Maintenance Agreement

Mr. Callis reported that the RRSA from time to time requests assistance from the Town in maintaining the Authority's water treatment and transmission facilities. The original 1999 agreement has expired, and the nature of the Town's services has changed dramatically. Mr. Callis presented Council with a new agreement for maintenance services which would be retroactive to July 1, 2008.

Jeff Hinkle, Executive Director of the RRSA, has reviewed the draft agreement and concurs with its provisions. Upon his return from vacation, staff plans to have Jimmy Butts, legal counsel for both the Town and the RRSA, review the agreement.

This agenda item was tabled for approval until the September meeting to allow the Town Attorney to review the agreement and make any necessary changes.

14. HUMAN RESOURCES MANAGER'S REPORT

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

A. Personnel Report

1) New Hires

- Brian Jirgl joined the Streets division of Public Works as a permanent full time employee effective August 4, 2008.

2) Education

- Jerry Eyler, Public Works, received ASE Medium/Heavy Duty Truck Technician Certification that he has successfully passed four required examinations and met the experience requirement prescribed by the National Institute for Automotive Service Excellence.
- Robert Owens and Mark Novsak of Public Works, and Julie Hancock, Human Resources, attended Incident Investigation – Identifying the Root Cause, a VML workshop, in Emporia on July 17.

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

B. Resolution to Affirm Authorization to Pick-up the Employee's Member Contribution to VRS

Ms. Hancock reported that the IRS has issued Revenue Ruling 2006-43 which gives governmental employers until January 1, 2009 to demonstrate "formal authorization" of their pick-up plans. As a VRS employer, the Town is required by state law to pick-up its employees' retirement contributions. A pick-up plan allows the VRS employee's member contribution of 5% to be treated on a pre-tax basis for the employee. If the Town does not submit a proper resolution, the favorable tax treatment of the member contributions of employees could be reversed which would subject employees to additional tax liabilities and the Town to significant additional multi-year reporting and recordkeeping burdens. The IRS ruling requires VRS to conduct a full audit of pick-up plan resolutions and obtain a formal resolution from each VRS employer. The signed original resolution must be returned to VRS no later than September 30, 2008 so that VRS can account for all employers' pick-up plans by January 1, 2009.

A motion was made by Councilwoman Bracey, second by Councilman Kidd, to adopt the resolution to affirm authorization to pick-up the employee's member contribution to VRS for the Town of South Hill – 55242 under § 414(h) of the Internal Revenue Code. 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-Aye.

15. PUBLIC WORKS DIRECTOR'S REPORT

Bill Wilson submitted the following report for the month of July 2008:

A. Update on Upgrade and Expansion of Mecklenburg-Brunswick Regional Waste Water Treatment Plant (WWTP)

Bill Wilson reported that the upgrade and expansion of the WWTP from 2 MGD to 3 MGD is proceeding well and on schedule for completion August 15, 2009. Mr. Wilson gave the project status as follows: The majority of the projected land clearing and rock blasting has been completed. Walls in the disk filter structure have been poured. Additional UV modules have been installed. The anaerobic selector structure is complete with the exception of the trough. The floor of the mechanical screen/grit removal system is complete along with the digester structure. Excavation for the oxidation ditch has not yet commenced.

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

16. ELECTION OF VICE-MAYOR

Councilwoman Millie Bracey stated that Council needs to elect a Vice-Mayor. She recommended the re-election of Councilman Sasser. Mayor Horne asked if Council had any other nominations.

A motion was made by Councilwoman Feggins-Boone, second by Councilman Harper, to close the nomination process and approve the re-election of C. Leroy Sasser as Vice-Mayor to a four-year term expiring June 30, 2012. Motion carried unanimously.

17. OLD BUSINESS

There was no old business.

18. NEW BUSINESS

Kim Callis reported that the 1973 Dixie Youth State Champions from South Hill will be hosting a reunion at Parker Park on August 23 and will also recognize the state champions from last year and this year. Gates open at 3:00 p.m. with a \$3 admission charge. The homerun derby is set for 4:00 p.m. A ballgame with a soft ball will begin at 6:00 p.m. The proceeds will go to the Dixie Youth and Babe Ruth leagues. Mayor Horne thanked Kim Callis, Bill Wilson, Wade Crutchfield and their employees who kept the grounds for the almost 70 ballgames that were played in a 10-day period.

Mr. Callis reminded Council that Casper will be performing on September 4 at the Affair on the Square.

19. ADJOURNMENT

There being no further business matters before the South Hill Town Council, Mayor Horne adjourned the meeting at 8:05 p.m.

Respectfully submitted by Anna B. Cratch.

Signed:

Attest:

Earl O. Horne, Mayor

Anna B. Cratch, Town Clerk