



SOUTH HILL TOWN COUNCIL
REGULAR MEETING MINUTES
MONDAY, APRIL 13, 2009 AT 7:00 PM

The regular monthly meeting of the South Hill Town Council was held on Monday, April 13, 2009 at 7:00 p.m. in the Council Chambers of the South Hill Town Hall 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	Lillie Feggins-Boone	M. B. "Millie" Bracey
William R. Gregory	J. Woodrow "Woody" Kidd	Mike Moody
C. Leroy Sasser		

Councilman Gregg Harper was not present at the meeting.

B. Staff in Attendance

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

4. APPROVAL OF MINUTES – MARCH 9, 2009

A motion was made by Councilman Moody, second by Councilman Kidd, to dispense with the reading of the minutes from the regular meeting held on March 9, 2009, since all Council members had received copies prior to the meeting, and approve as submitted by Anna Cratch. Motion carried unanimously.

5. SERVICE AWARDS

Norman Hudson presented Carl Brandon Fleming of the Police Department with a Certificate of Accomplishment for his 5 years of service to the Town effective April 3, 2009.

6. CODE COMPLIANCE OFFICIAL’S REPORT

Charles Hudson presented his report of activity for the month of March 2009 as follows:

Inspections Completed	-	52
Permits Issued	-	27
Fees Collected	-	\$ 1,169.47
UEZ Exemption	-	\$ Ø
Rehab Exemption	-	\$ Ø
General Exemption	-	\$ 55,202.00
Work Value	-	\$ 133,393.00
Jobs Completed	-	23

New businesses for the month of March include Virginia Nail Salon, Valentine Auto Sales, Los Bandidos Restaurant, Southside Spinal Decompressions, Thrive Health Center and Internet Sweepstakes Center.

A motion was made by Councilman Barbour, second by Councilman Kidd, to approve the report of the Code Compliance Official for the month of March 2009 as submitted by Charles Hudson. Motion carried unanimously.

7. POLICE CHIEF’S REPORT

Norman Hudson presented his police report for the month of March 2009. Chief Hudson informed Council there were a total of 207 arrests, 587 complaints and 408 call types in March. He presented the following administrative news:

- Norman Hudson, Ronnie Edmonds, Chuck Mayer, Bernie Puryear, Mike Watters and Scott Zincone attended In-Service at the South Hill Police Department.
- Neal Puryear attended the two day 10th Annual Mid-Atlantic DUI Conference at Virginia Beach. He also completed 40 hours Standardized Field Sobriety Testing at the training academy in Lynchburg.
- Donna Burch attended eight hours Incident Based Reporting training at the training academy in Lynchburg.
- Interviews for the Patrol Officer opening were held March 31. The position was offered to Ryan Durham who will be sworn in on April 24 and begin working April 25.

A motion was made by Councilman Sasser, second by Councilman Moody, to approve the report of the Police Department for the month of March 2009 as submitted by Chief Hudson. Motion carried unanimously.

8. FINANCE DIRECTOR’S REPORT

Heidi Porter submitted the financial report for month ended March 31, 2009 as follows:

General Fund	-	\$6,045,620.45	Investment Account	-	\$1,259,837.40
Water and Sewer Fund	-	<13,009.07>	2008 G.O. Bond	-	\$1,925,612.03
Cemetery Fund	-	52,374.79	Certificate of Deposit	-	\$ 70,000.00
Twin Oaks II	-	<21,534.50>	Total Police Dept. Savings	-	\$ 13,977.46
Total in Checking	-	\$6,063,451.67	Total Past Due Taxes All Yrs.-	-	\$ 121,403.53

A motion was made by Councilwoman Bracey, second by Councilman Barbour, to approve the financial report for month ended March 31, 2009 as submitted by Heidi Porter. Motion carried unanimously.

9. CITIZENS TO ADDRESS COUNCIL

A. Park View High School Students

Mayor Horne acknowledged the presence of and welcomed Elizabeth Taylor from the Park View High School dual enrollment political science class.

B. Tommy Zincone – 2009 Alzheimer’s Memory Walk at Centennial Park on Wednesday, October 7 (same route)

Tommy Zincone addressed Council to request permission for the Alzheimer’s Memory Walk to be held at Centennial Park on October 7. The walk will take the same route as last year. Chief Hudson has a copy of the route.

A motion was made by Councilman Kidd, second by Councilman Barbour, to authorize the Alzheimer’s Memory Walk to be held on October 7, 2009 at Centennial Park. Motion carried unanimously.

C. Lakesha Jones, Emmanuel Prayer and Faith Center – Gospel Fest/Summer Revival at Centennial Park on Saturday, June 27

Lakesha Jones addressed Council to request permission for Emmanuel Prayer and Faith Center to hold a Gospel Fest/Summer Revival at Centennial Park on June 27 from 11:00 a.m. to 6:00 p.m.

A motion was made by Councilman Kidd, second by Councilwoman Feggins-Boone, to authorize Emmanuel Prayer and Faith Center to hold a Gospel Fest at Centennial Park on June 27, 2009 from 11:00 a.m. to 6:00 p.m. Motion carried unanimously.

D. Hope Nelson – Ragsdale Family Reunion at Centennial Park on Sunday, July 5

Hope Nelson addressed Council to request permission to hold a Ragsdale Family Reunion at Centennial Park on July 5 from 8:00 a.m. to 8:00 p.m.

A motion was made by Councilman Gregory, second by Councilman Kidd, to authorize a Ragsdale Family Reunion to be held at Centennial Park on July 5, 2009 from 8:00 a.m. to 8:00 p.m. Motion carried unanimously.

E. Floyd Edmonds, Southside Rescue Squad, Inc. – Annual Bucket Drive on May 23

On behalf of the Southside Rescue Squad, Inc., Floyd Edmonds addressed Council to request permission to hold their Annual Bucket Drive on May 23 from 7:00 a.m. to 3:00 p.m.

A motion was made by Councilwoman Feggins-Boone, second by Councilman Gregory, to authorize the Southside Rescue Squad to hold their Annual Bucket Drive on May 23, 2009 from 7:00 a.m. to 3:00 p.m., in coordination with the Police Department. Motion carried unanimously.

10. COMMITTEE REPORTS

There were no committee reports.

11. APPOINTMENTS

A. Industrial Development Authority (IDA)

Mayor Horne informed Council that the IDA terms of Richard Walker and Steve Watkins will expire on May 5, 2009. Mayor Horne recommended their reappointments.

A motion was made by Councilman Kidd, second by Councilman Moody, to reappoint Richard Walker and Steve Watkins to the IDA for a four-year term commencing May 6, 2009 and ending May 5, 2013. Motion carried unanimously.

12. TOWN MANAGER'S REPORT

Kim Callis submitted the following report for the month of March 2009:

A. Meadow Street CDBG Policy Adoptions

Kim Callis informed Council that Town staff is working with the SPDC to apply for a \$1.1 million CDBG for various housing and infrastructure improvements in the Meadow Street neighborhood. Mr. Callis reported that staff is currently working on an almost \$1.7 million project for the adjacent Twin Oaks neighborhood. Mr. Callis presented Council with several standard documents which require Town adoption prior to entering into the grant contract with the DHCD for Meadow Street. The SPDC will administer the project to ensure compliance with all regulations and requirements.

A motion was made by Councilman Kidd, second by Councilwoman Feggins-Boone, to adopt the Grievance Procedure, Local Business Employment Plan, Fair Housing Certification, Non-Discrimination Policy, and Residential Anti-Displacement and Relocation Assistance Plan Certification as required by the Meadow Street Community Improvement Project contract. Motion carried unanimously.

B. Request Budget Public Hearing

Mr. Callis reported that staff has completed a series of meetings with Department Heads, the Mayor and the Budget and Finance Committee and has a preliminary draft budget for Council's consideration. With the exception of finalizing medical insurance expense, the General Fund budget is substantially complete. The initial medical premium was a 42% increase; the proposed budget reflects a 20% increase, and staff is comfortable the final expense will not exceed that amount. Significant changes will have to be made in the Town's health care coverage, including changing insurance companies and increasing copayments, to manage the expense.

Staff has received the final rate information from the Roanoke River Service Authority who plans to increase their rates by 38¢ per one thousand gallons. To recover the additional costs, Town staff has reflected a similar increase in the Water and Sewer fund budget. There are no other rate or tax increases included in the budget. Several capital expenditures will be delayed, and no employee raises are included. Staff frequently checks with other localities to compare rates and increases.

Mr. Callis recommended advertising for a Public Hearing on the proposed FY09-10 budget, tax rates and water and sewer rates at the May 11, 2009 Council meeting. The ads would run in the April 29 and May 2 editions of the South Hill Enterprise. Final adoption of the budget would be scheduled for June 8, 2009. A work session will be scheduled prior to the budget Public Hearing.

A motion was made by Councilwoman Bracey, second by Councilman Moody, to authorize staff to advertise for a Public Hearing on the proposed FY09-10 budget, tax rates and water and sewer rates at 7:00 p.m. on May 11, 2009 at the South Hill Town Hall. Motion carried unanimously.

C. Refinancing of 1997 Department of Corrections Debt

Mr. Callis reported that in 1997, the Town issued Water and Sewer Revenue Bonds totaling \$3,650,000 on behalf of the DOC to finance the extension of water service to DOC facilities in Mecklenburg County. The DOC reimburses the Town for all debt service and other costs related to this financing. It appears the current economic climate is conducive to refinancing this debt which may lead to savings for the DOC exceeding \$550,000 over the remaining life of the bonds. Staff has been working with VRA, Hunton & Williams and the DOC to determine the appropriate steps to realizing these savings. Mr. Callis presented Council with a resolution authorizing the Mayor, Vice-Mayor, Town Manager and Director of Finance to execute documents and take other steps necessary to move forward with the refinancing. The DOC is responsible for all costs associated with the transaction.

A motion was made by Councilman Barbour, second by Councilman Kidd, to adopt the Resolution Authorizing the Issuance, Sale and Award and Providing for the Form, Details and Payment of the Town of South Hill, Virginia Water and Sewer System Revenue Refunding Bond, Series of 2009, to refund prior outstanding bonds of the Town. 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-Absent	Councilman Kidd-Aye
Councilman Moody-Abstain	Councilman Sasser-Aye.

D. Land Application of Biosolids

Mr. Callis informed Council there has been increasing local discussion regarding the application of biosolids to agricultural property. Biosolids are the sludge which has been separated from municipal waste at wastewater treatment facilities and has been further treated so that it is suitable for use as fertilizer. Before biosolids can be applied to agricultural property, the entity applying the product must obtain a permit from DEQ, and the land upon which the biosolids is applied must also be evaluated to determine its suitability for accepting biosolids and be permitted by DEQ.

Staff has three options for sludge produced at the South Hill Regional Wastewater Treatment Plant:

1. Continue current practice of sending sludge to the regional landfill;
2. Contract with an entity that is permitted by DEQ to land apply biosolids, pick up the sludge, and handle land applications; or
3. Obtain permits from DEQ so that the Town can land apply.

Wayne Hudson, WWTP Superintendent, was present at the meeting to help answer any questions. Mr. Hudson has analyzed all three alternatives. It appears Option 2 may be the most cost effective route for the Town. Option 3 would likely be the most expensive alternative as the Town would need to add personnel and equipment. According to Taylor Clarke of the Mecklenburg County Office of the Virginia Agricultural Extension Agency, there are no wastewater treatment facilities in the Southside Virginia region that are permitted to land apply biosolids. Any land application that has occurred has been handled by private companies.

Mr. Callis informed Council that staff will continue to evaluate options to determine the best approach for the Town.

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

E. Market Square Committee

Kim Callis informed Council that the Market Square Committee sponsored farmers' market training with 12 presenters on April 8 at the library. Thirty-four potential vendors attended the training. All feedback has been positive. Hopes are that four or five more vendors will participate in the South Hill Farmers Market.

Mr. Callis reminded everyone that the first Affair on the Square event in 2009 is The Janitors on April 16. Gates open at 6:00 p.m. Admission is \$3.

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

13. HUMAN RESOURCES MANAGER'S REPORT

Julie Hancock presented the following administrative news for the month of March 2009:

A. Personnel Report

1) Resignations

- Wallace W. Reese, Public Works, resigned his position effective March 6, 2009.

2) New Hires

- Two positions in the Public Works Street Maintenance division left vacant by recent resignations were filled by Sean K. Wright, Maintenance Operator II, effective March 9, 2009 and Daniel L. Gwaltney, Maintenance Operator I, effective March 17, 2009.

3) Education

- Matt Clark, Public Works, attended a Dissolved Oxygen and Biochemical Oxygen Demand Sampling and Testing Workshop given by DEQ in their Piedmont Regional Office on March 10 and 11, 2009.

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 March 2009:

A. IFB 09-01: Asphalt Overlay and Traffic Marking

Bill Wilson informed Council that the Town received one bid on March 26, 2009 for IFB 09-01: Asphalt Overlay and Traffic Marking. The bid result was as follows:

CONTRACTOR	TOTAL BID
B. P. Short and Son Paving Company	\$95,140.50

The current balance in Street Maintenance account 10 0126.5407 is \$325,723. The project will include:

- 750' of 2" asphalt overlay on S. Mecklenburg Avenue from Danville Street to Atlantic Street, 500' of 2" overlay on N. Mecklenburg Avenue from Atlantic Street to Franklin Street, 200' of overlay on Atlantic Street both east and west from the intersection at Mecklenburg Avenue (estimated asphalt tonnage is 910);
- 25,610 square yards of milling; and
- 3,900 linear feet of striping.

The project should be complete within the next two months. Information can be placed in the email broadcast to alert citizens regarding the work location.

A motion was made by Councilman Kidd, second by Councilwoman Feggins-Boone, to award the bid for IFB 09-01, Asphalt Overlay and Traffic Marking in the amount of \$95,140.50 to B. P. Short and Son Paving Company. Funding for this project shall come from Street Maintenance, 10 0126.5407. Motion carried unanimously.

15. OLD BUSINESS

There was no old business.

16. NEW BUSINESS

There was no new business.

17. ADJOURNMENT

There being no further business matters before the South Hill Town Council, Mayor Horne adjourned the meeting at 7:30 p.m.

Respectfully submitted by Anna B. Cratch.

Signed:

Attest:

Earl O. Horne, Mayor

Anna B. Cratch, Town Clerk