



**SOUTH HILL TOWN COUNCIL**  
**REGULAR MEETING MINUTES**  
**MONDAY, JUNE 8, 2009 AT 7:00 PM**

The regular monthly meeting of the South Hill Town Council was held on Monday, June 8, 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 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	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
Charles Hudson, Code Compl. Official	Norman Hudson, Police Chief
Heidi Porter, Finance Director	Bill Wilson, Public Works Director

**4. APPROVAL OF MINUTES – MAY 11, 2009**

A motion was made by Councilman Barbour, second by Councilwoman Feggins-Boone, to dispense with the reading of the minutes from the special and regular meetings held on May 11, 2009, 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. Charles Hudson – RE 2009-2, Request by James F. Thompson to rezone two acres on N. Mecklenburg Avenue from R1-15 to C-2**

Charles Hudson opened the Public Hearing for comments for and against the request of James F. Thompson to rezone two acres on N. Mecklenburg Avenue located between Pace Drive and Beaver Creek Drive from R1-15 to C-2.

At the Public Hearing held on May 4, 2009, the South Hill Planning Commission voted to recommend that Council approve the rezoning request.

James F. Thompson spoke in favor of rezoning said property stating that the surrounding property is zoned commercial. The property extends up to the wood line. It was mentioned that Benchmark Community Bank owns the Helipad.

There were no speakers against the request.

Hansa and Ishvar Mistry attended the meeting to hear the action taken by Council.

**A motion was made by Councilman Kidd, second by Councilman Moody,** to approve the request of James F. Thompson to rezone his two acres located on N. Mecklenburg Avenue from R1-15 to C-2. Motion carried unanimously.

**B. Charles Hudson – SE 2009-2, Request by the South Hill Church of God for a Child Daycare Center at 132 E. Ferrell Street**

Charles Hudson opened the Public Hearing for comments for and against the request of the South Hill Church of God for a Special Exception Permit under Article IV, § 94.1-76 of the Town Zoning Ordinance to utilize their property located at 132 E. Ferrell Street as a child daycare center. The property is zoned Residential R1-10.

At the Public Hearing held on May 4, 2009, the South Hill Planning Commission voted to recommend that Council approve the special exception request.

Chafic Laaissaoui spoke in favor of the request stating that the Department of Social Services in Richmond requested that they obtain the permit.

There were no speakers against the request.

**A motion was made by Councilman Kidd, second by Councilwoman Feggins-Boone,** to grant the South Hill Church of God's request for SE 2009-2 to utilize their property located at 132 E. Ferrell Street as a child daycare center. Motion carried unanimously.

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

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

Inspections Completed	-	44
Permits Issued	-	18
Fees Collected	-	\$ 672.48
UEZ Exemption	-	\$ .00
Rehab Exemption	-	\$ 34,790.00 (Twin Oaks Project)
General Exemption	-	\$ .00
Work Value	-	\$ 81,415.00

Jobs Completed - 20

New businesses for the month of May include Comfort Inn, Days Inn, Just Outrageous Hair Salon, Kelly Construction and Nita Refreshments (Peddler).

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

## 7. POLICE CHIEF'S REPORT

### A. Police Report

Norman Hudson presented his police report for the month of May 2009. Chief Hudson informed Council there were a total of 309 arrests, 708 complaints and 447 call types in May. He presented the following administrative news:

- Neal Puryear completed The Basic Breath Alcohol Class held at the Biotech 8 Facility in Richmond.

**A motion was made by Councilman Sasser, second by Councilwoman Feggins-Boone,** to approve the report of the Police Department for the month of May 2009 as submitted by Chief Hudson. Motion carried unanimously.

### B. Adoption of Ordinance for Police Department: Title 46.2 and Article Two, 18.2-266 – 18.2-273, Code of Virginia of 1950 as amended

Councilman Sasser explained that the legislature changes statutes from time to time. He requested Council to adopt an ordinance incorporating the legislative changes to Title 46.2 and Article Two, 18.2-266 through 18.2-273 (criminal and traffic sections). Adoption will allow the Police Department to get their fines back from the court.

**A motion was made by Councilman Sasser, second by Councilman Kidd,** to adopt the attached ordinance for the Police Department. Motion carried unanimously.

## 8. FINANCE DIRECTOR'S REPORT

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

General Fund	-	\$5,911,626.94	Investment Account	-	\$1,264,233.74
Water and Sewer Fund	-	8,164.70	2008 G.O. Bond	-	\$1,898,880.81
Cemetery Fund	-	52,374.79	Certificate of Deposit	-	\$ 70,000.00
Twin Oaks II	-	<13,325.00>	Total Police Dept. Savings	-	\$ 15,323.16
Total in Checking	-	\$5,958,841.43	Total Past Due Taxes All Yrs.-	\$	110,132.56

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

Ms. Porter reported that staff is moving forward with the refinancing of the 1997 DOC bond. Approximately \$538,000 will be saved.

## **9. CITIZENS TO ADDRESS COUNCIL**

### **A. Keenen Broome, Peebles – Office Picnic at Centennial Park on Friday, June 26**

Keenen Broome addressed Council to request permission for Peebles to hold an Office Picnic at Centennial Park on June 26 from 11:00 a.m. to 3:00 p.m. They want to use the pavilion to play bingo and eat lunch. They want to play softball, volleyball and other games on the upper field. Brian's will be catering the event.

**A motion was made by Councilman Barbour, second by Councilwoman Feggins-Boone,** to authorize Peebles to hold an Office Picnic at Centennial Park on June 26, 2009 from 11:00 a.m. to 3:00 p.m. Motion carried unanimously.

### **B. Thelma Brown, New Beginnings International Faith Center – Sunday Worship Services at Centennial Park on June 21 and 28 from 10 AM to 2 PM**

Thelma Brown was not present at the meeting to address Council; therefore, no Council action was taken.

## **10. COMMITTEE REPORTS**

There were no committee reports.

## **11. APPOINTMENTS**

### **A. Board of Zoning Appeals (BZA)**

Mayor Horne informed Council that the BZA term of Tommy Zincone will expire on June 30, 2009.

**A motion was made by Councilman Kidd, second by Councilman Barbour,** to reappoint Tommy Zincone to the BZA for a five-year term commencing July 1, 2009 and ending June 30, 2014. Motion carried unanimously.

### **B. Market Square Committee**

Mayor Horne informed Council that the terms of the following members of the Market Square Committee will expire on June 30, 2009: Heather Barbour, Kim Barbour, Vincent Brown, Linsey Carroll and Michael Carter. Vincent Brown, Linsey Carroll and Michael Carter do not wish to serve again. Due to other commitments, Charlene Keough has also stepped down from the committee. The Market Square Committee members would like to recommend the reappointments of Heather Barbour and Kim Barbour as well as the new appointments of Lisa Clary, Anna Cratch, Amanda Crickenberger, Gary Smith and Carmen Taylor to the committee.

**A motion was made by Councilman Kidd, second by Councilwoman Feggins-Boone,** to reappoint Heather Barbour and Kim Barbour, and to appoint Lisa Clary, Anna Cratch, Amanda Crickenberger, Gary Smith and Carmen Taylor to the Market Square Committee for two-year terms commencing July 1, 2009 and ending June 30, 2011. Motion carried unanimously.

## 12. TOWN MANAGER'S REPORT

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

### A. Adoption and Appropriation of FY09-10 Budget and Rates

Mr. Callis informed Council that a Public Hearing was held on May 11, 2009 regarding the Town's budget, tax rates, and water and sewer rates for FY10. Mr. Callis presented Council with the proposed budget and rates that were advertised in the South Hill Enterprise as follows:

#### TOWN OF SOUTH HILL PROPOSED BUDGET FY10

<b><u>General Fund Expenditures:</u></b>	<b><u>Approved FY 2008-2009</u></b>	<b><u>Proposed FY 2009-2010</u></b>
Mayor and Town Council	\$ 74,530	\$ 70,750
Finance and Administration	401,440	397,250
Town Manager	179,650	179,150
Public Works Director	118,940	100,290
Non-Departmental	299,000	34,250
Police Department	1,680,930	1,640,215
Fire Department	355,710	350,580
Building Code Official	138,570	134,590
Street Maintenance	1,145,380	1,040,150
Sanitation	516,490	516,580
Fleet Maintenance	318,860	246,510
Facilities Maintenance	195,650	111,370
Parks and Grounds	532,410	569,410
Library	27,500	39,000
Community Development	<u>3,360,854</u>	<u>1,033,805</u>
Total	\$9,345,914	\$6,463,900
<b><u>General Fund Revenues:</u></b>	\$9,345,914	\$6,463,900
<b><u>Water and Sewer Fund Expenditures:</u></b>		
Water Distribution	\$2,018,315	\$1,894,821
Sewer Collection	605,085	550,878
Wastewater Treatment Plant	<u>690,460</u>	<u>608,700</u>
Total	\$3,313,860	\$3,054,399
<b><u>Water and Sewer Fund Revenues:</u></b>	\$3,313,860	\$3,054,399
<b><u>Cemetery Fund Expenditures:</u></b>	\$ 0	\$ 0



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

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

**A motion was made by Councilman Moody, second by Councilman Sasser,** to appropriate funds related to the FY09-10 budget, effective July 1, 2009. A **roll-call vote** was requested and voiced as follows:

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

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

**B. Upcoming Events at Parker Park**

Mr. Callis reported that the Annual Picnic in the Park will be held July 3 from 6:00 p.m. until 10:00 p.m. Food, beverage and entertainment will be provided by several local organizations and artists. The fireworks display will take place at dark. Admission is free.

The South Hill Dixie Youth League will be hosting two state tournaments in July. The Dixie Angels softball and Dixie Mayors baseball tournaments will be held at Parker Park. Play for both tournaments begins on July 17 with games in each division scheduled for 2:00, 4:00, 6:30 and 8:30. Sixteen teams from throughout Virginia will participate. Kenbridge will be hosting the state tournament for the Darlings at the same time. It is hoped and expected that South Hill's hotels and restaurants will be busy with these tournaments. Councilman Moody inquired about traffic control at the tournaments. Mr. Callis stated that staff will make sure Dixie Youth contacts the Chief of Police with their schedule.

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

**C. Dixie Youth World Series**

Mr. Callis informed Council that on June 4, 2009, he met with April Roberts and Jon Taylor, representatives from our local Dixie Youth league, and Dixie Youth national, state and local directors to discuss issues related to hosting the Dixie World Series. Our local league has filed a notice of intent to bid on the 2011 Angels (9-10 year olds) and Belles (13-15 year olds) World Series tournaments. Staff from the Town and Chamber offices will be working with our local league to prepare a bid package to be presented to the national Dixie Youth Board of Directors on July 30 in Sumter, SC, the site of the 2009 World Series. The sense obtained from the meeting is that South Hill has a good chance at hosting the World Series. Eleven states from Virginia to Texas are represented, along with a team from the host community.

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

**D. VML Conference**

Mr. Callis presented Council with details on the 2009 VML Annual Conference which will be held October 18 through 20, 2009 in Roanoke.

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

**E. Revitalization Project**

Mr. Callis reported that the Revitalization Project is scheduled to be completed by July

1. The following items remain to be done:

- repair work on the brick pavers,
- installation of 24 streetlights, and
- mill and overlay of Mecklenburg Avenue.

The one overhead line located by the Chamber Office will remain; otherwise, a deep concrete encased trench would have to be constructed over a substantial distance at significant cost.

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 May 2009:

**A. Personnel Report**

**1) Education**

- Charles Hudson, Code Compliance, attended the Virginia Building and Code Officials Midyear Conference in Charlottesville at the end of April.

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 May 2009:

**A. Project Completions – Slip-Line Sewer Repair and Bridge Construction**

Mr. Wilson informed Council that 600' of the old 8" clay sewer main located between Lunenburg Avenue and the intersection of High Street and Ridge Avenue was slip-lined. The capital project was appropriated in the FY09 budget. It involved four manholes and was successfully completed by Tri-State Utilities at a cost of \$25,376.75. The job also includes a pre-TV cleaning and post-TV inspection.

During the winter, Public Works cleared the small trees and underbrush and built a walking trail between the softball and baseball complexes at Parker Park. A 40' x 8' bridge has been constructed across the creek between the complexes. The bridge is constructed of 15 x ½" steel salvaged from an old water tower. The concept was to better unite the areas and make both accessible on foot.

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

**15. OLD BUSINESS**

There was no old business.

**16. NEW BUSINESS**

Dr. Charles Crowder, Jr. was present at the meeting. He thanked the Mayor and Council and gave them his total support and honor for the job that they do for the Town and its people.

**17. EXECUTIVE SESSION**

**Personnel – § 2.2-3711 (A)(1) and Prospective Business – § 2.2-3711 (A)(5)**

Pursuant to Personnel – § 2.2-3711 (A)(1) and Prospective Business – § 2.2-3711 (A)(5) of the Code of Virginia and on **motion** of **Councilman Kidd** and **second** of **Councilman Barbour**, the South Hill Town Council entered into **Executive Session** to discuss personnel and prospective business matters. The members voted unanimously to enter into said Executive Session.

There was no action taken in Executive Session on the personnel or prospective business 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)(1) and 2.2-3711 (A)(5) 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.

**A motion was made by Councilwoman Bracey, second by Councilman Moody**, to approve **Resolution 237**, dated June 8, 2009, and return to **Open Session**. All members present voted affirmatively.

**18. OPEN SESSION**

There was no action taken on the Personnel or Prospective Business matters.

**19. ADJOURNMENT**

There being no further business matters before the South Hill Town Council, Mayor Horne adjourned the meeting at 8:07 p.m.

Respectfully submitted by Anna B. Cratch.

Signed:

Attest:

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Earl O. Horne, Mayor

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Anna B. Cratch, Town Clerk