



SOUTH HILL TOWN COUNCIL
REGULAR MEETING MINUTES
MONDAY, AUGUST 10, 2020, 7:00 P.M.

The regular monthly meeting of the South Hill Town Council was held on Monday, August 10, 2020 at 7:00 p.m. in the Council Chambers of the South Hill Town Hall located at 211 South Mecklenburg Avenue, South Hill, Virginia 23970. To practice physical distancing, public seating was limited to 15 and attending staff was reduced. Attendees were asked to wear a mask/facial covering. The public was encouraged to view the Town Council meeting live stream via YouTube.

1. CALL TO ORDER

Honorable Mayor Dean Marion called the regular meeting to order at 7:00 p.m.

2. INVOCATION

Mayor Marion rendered the invocation.

3. ROLL CALL

Mayor Marion called upon Anna Cratch to call the roll, which was as follows:

A. Council Members

Lillie Feggins-Boone
W.M. "Mike" Moody
G. Ben Taylor

Gavin L. Honeycutt
Shep Moss
Joseph E. Taylor, Jr.

Delores B. Luster
C. Leroy Sasser

B. Staff in Attendance

Stuart Bowen, Police Chief
Anna Cratch, Town Clerk
C.J. Dean, Dir. of Municipal Services
Brent Morris, Business Devt. Manager

Kim Callis, Town Manager
Sheila Cutrell, Dir. of Finance and Admin.
David Hash, Code Compliance Official

4. APPROVAL OF MINUTES – JULY 13, 2020

A motion was made by Councilman Honeycutt, second by Councilwoman Feggins-Boone, to approve the minutes of the regular meeting held on July 13, 2020 as submitted by Anna Cratch. Motion carried unanimously.

5. RESOLUTION OF THANKS AND APPRECIATION TO CHARLES ROSSER WELLS

Mayor Marion recognized and thanked Rosser Wells who has been a member of the South Hill Volunteer Fire Department since 1973 and served as Fire Chief since 1993. On behalf of the Town Council, along with applause from attendees, Mayor Marion presented Rosser Wells with a Resolution of

Thanks and Appreciation for 47 years of tireless, selfless, and dedicated volunteer service and leadership to our community.

A motion was made by Councilwoman Feggins-Boone, second by Councilwoman Luster, to adopt the Resolution of Thanks and Appreciation to Rosser Wells. Motion carried unanimously.

Rosser Wells thanked the Mayor, Council, and Town staff for giving him the opportunity and supporting him over the last 47 years, of which he was Fire Chief for 27 years. He gave special thanks to the fire department members and his family. He acknowledged Amy and Rachel Crowder in the audience. He mentioned he would not have been Chief had it not been for Jimmy Crowder (who was killed in an accident in 1997). Because Mr. Crowder was going to be out of commission for a while due to surgery, Rosser Wells was elected as Fire Chief. Rosser Wells commented his dad was in the fire department for 48 years and was the Chief for 18; Boney Hudson was Assistant Chief for 47 years; and Mr. Crowder served as Chief for around 26 years. Rosser Wells also thanked Earl Horne and Millie Bracey. He commented, "If you could convince Ms. Bracey you needed something, you would get it."

6. CITIZENS TO ADDRESS COUNCIL (Comments are limited to three minutes.)

No citizens present wished to address Council.

7. PUBLIC HEARINGS

A. David Hash – Vacation of Unnamed Street Right of Way (ROW) Located Between Two Parcels on Westover Avenue

David Hash informed Council a Public Hearing has been called for comments regarding the request of Bryant and Debra Pearce to vacate an unnamed street ROW located between their two parcels on Westover Avenue. The unnamed street ROW extends generally north from Westover Avenue to a parcel owned by S&S Mecklenburg, LLC. The three-person committee appointed by Mayor Marion has reported there are no expected problems resulting from vacating this ROW.

Mr. Hash opened the Public Hearing. No one commented regarding the request.

Mr. Hash closed the Public Hearing. **A motion was made by Councilman Moody, second by Councilwoman Luster** to adopt the ordinance of vacation for the unnamed street ROW located between two parcels on Westover Avenue owned by Bryant and Debra Pearce. A **roll-call vote** was requested and voiced as follows:

Councilwoman Lillie Feggins-Boone-Aye	Councilman Gavin Honeycutt-Aye
Councilwoman Delores Luster-Aye	Councilman Mike Moody-Aye
Councilman Shep Moss-Aye	Councilman Leroy Sasser-Aye
Councilman Ben Taylor-Aye	Councilman Joseph Taylor-Aye.

B. David Hash – Proposed Amendment to the Zoning Ordinance Allowing Medical Facility for Long-Term Care in O-M by Special Exception Permit

David Hash informed Council a Public Hearing has been called for comments regarding the proposed amendment to Section 94.1-76, the Table of Permitted Uses to allow the use of a medical facility for long term care (nursing home) to the O-M Office and Medical district by special exception permit. The South Hill Planning Commission recommends that Council approve the request.

Mr. Hash opened the Public Hearing. No one commented regarding the proposed amendment.

Mr. Hash closed the Public Hearing. **A motion was made by Councilman Moody, second by Councilman J. Taylor**, to adopt the proposed amendment to Section 94.1-76 allowing the use medical facility for long-term care (nursing home) in O-M by special exception permit. A **roll-call vote** was requested and voiced as follows:

Councilwoman Lillie Feggins-Boone-Aye	Councilman Gavin Honeycutt-Aye
Councilwoman Delores Luster-Aye	Councilman Mike Moody-Aye
Councilman Shep Moss-Aye	Councilman Leroy Sasser-Aye
Councilman Ben Taylor-Aye	Councilman Joseph Taylor-Aye.

C. Kim Callis – Proposed Amendment to the Parade Ordinance

Kim Callis informed Council a Public Hearing has been called for comments regarding a proposed amendment to Article III Parades of the Town Code which provided Council with the flexibility to appropriately deal with unusual circumstances.

Mr. Callis opened the Public Hearing. No one commented regarding the proposed amendment.

Mr. Callis closed the Public Hearing. He mentioned Jabin Walker is returning to school, so his mother called to express his support of the amendment. **A motion was made by Councilman Moody, second by Councilwoman Luster**, to adopt the proposed amendment to Article III Parades of the Code of the Town of South Hill. A **roll-call vote** was requested and voiced as follows:

Councilwoman Lillie Feggins-Boone-Aye	Councilman Gavin Honeycutt-Aye
Councilwoman Delores Luster-Aye	Councilman Mike Moody-Aye
Councilman Shep Moss-Aye	Councilman Leroy Sasser-Aye
Councilman Ben Taylor-Aye	Councilman Joseph Taylor-Aye.

8. TOWN MANAGER REPORT

Kim Callis submitted the following report for July 2020:

A. Facilities Reservation Calendar

Mr. Callis presented Council with a calendar of activities and reservations at Centennial Park, Parker Park, the South Hill Exchange, and other Town facilities. The calendar changes frequently as new reservations are made. He mentioned that due to the rainfall, the Car Show was rescheduled to August 21 and 22.

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

B. 2021 Holiday Calendar and Meeting Date Changes

Mr. Callis presented Council with a copy the 2021 Commonwealth of Virginia Holiday Calendar approved by Governor Northam. Council previously approved observance of additional time off

awarded by the Governor. The 2021 additional time off is Wednesday, November 24 (Town Hall closes at noon) and Thursday, December 23.

Mr. Callis requested the October 11, 2021 Town Council meeting be rescheduled to Tuesday, October 12, 2021 as Columbus Day/Yorktown Victory Day falls on October 11.

Further, beginning in 2020, Election Day is a state holiday.

A motion was made by Councilman Honeycutt, second by Councilman Moody, to reschedule the October 11, 2021 Council meeting to Tuesday, October 12, 2021 in observance of Columbus Day/Yorktown Victory Day. Motion carried unanimously.

C. South Hill Volunteer Fire Department (SHVFD) Bucket Drive

Mr. Callis informed Council Chief Michael Vaughan requests permission for the SHVFD to hold a bucket drive fundraiser on Saturday, September 5, 2020. Donations will be accepted at five locations throughout Town: North Mecklenburg Avenue, East Atlantic Street, West Atlantic Street, West Danville Street, and Walmart.

A motion was made by Councilwoman Feggins-Boone, second by Councilwoman Luster, to approve the South Hill Volunteer Fire Department request to hold a bucket drive fundraiser on Saturday, September 5, 2020. Motion carried unanimously.

9. FINANCE REPORT

A. Monthly Financial Report

Sheila Cutrell presented the financial report for month ended July 31, 2020 as follows:

General Fund	-	\$ 5,784,111.70	Total Investment Accounts	-	\$17,425,774.83
Water and Sewer Fund	-	1,287,688.35	Total Police Dept. Savings	-	\$ 27,636.91
Cemetery Fund	-	10,003.01	Total Taxes Due Thru 07/31/20	-	\$ 243,795.42
Food Hub	-	-	(Real Estate and Personal Property, all years)		
Total in Checking	-	\$ 7,081,803.06			

A motion was made by Councilman B. Taylor, second by Councilwoman Luster, to approve the financial report for month ended July 31, 2020 as submitted by Sheila Cutrell. Motion carried unanimously.

B. Maturity of CD with Touchstone Bank

Ms. Cutrell reported that the Town’s Certificate of Deposit with Touchstone Bank will mature on August 14, 2020. She is obtaining interest rates from each of the local banks for investment options appropriate for local government. She and Kim Callis will compare those rates with the VIP 1-3 Year High Quality Bond Fund Rate and decide which option is best for the Town.

A motion was made by Councilwoman Luster, second by Councilman B. Taylor, to authorize the Town Manager and Director of Finance and Administration to execute documents to invest the funds currently held in the Touchstone Bank Certificate of Deposit in the investment option which provides the most favorable interest rate at the time of maturity. Motion carried unanimously.

C. Proposed Budget Amendments

Ms. Cutrell reported that a Public Hearing needs to be held at the September 14, 2020 regular meeting of the Town Council to amend the budget to appropriate funds for the following items.

CARES Act Funding	\$761,658.00
Wastewater Projects	\$357,544.00
Northside Water Infrastructure	\$500,000.00
Emergency Sewer Line Repairs	\$ 52,000.00
In-Car Video System	\$ 4,000.00
Sewer Rehabilitation – Slip Line	\$ 51,920.00
Pavement Striping	<u>\$ 14,106.00</u>
Total	\$1,741,228.00

A motion was made by Councilman B. Taylor, second by Councilman Honeycutt, to hold a Public Hearing at the September 14, 2020 Town Council meeting to hear comments regarding the proposed budget amendments. Motion carried unanimously.

10. MUNICIPAL SERVICES REPORT

A. Project Updates

CJ Dean submitted the municipal services report for July 2020 as follows:

- § The paving project from June 2020 has been completed with the line painting.
- § The Town continues to work on buildings that have leaked due to the abundance of rainfall in the past few months.
- § The Town officially opened the park facilities on July 6 with local softball games occurring regularly. A small tournament has been scheduled for August 8, 2020.
- § Public Works crews continue to replace water infrastructure as materials have arrived for the installation of new water line.
- § The Town has received the cost estimate from engineers on the brick wall collapse between the Memorial Park and the Amphitheater. A total project budget is being developed. Final costs will depend on the finishes of the wall. Safety and stabilization are of utmost concern as planning continues on how to move forward.
- § The paperwork for the streetlight conversion to LED lights has been submitted to Dominion Power. Of the sixteen submitted work orders, twelve have been designed, and signed off on by the Town. Dominion has ordered the materials, and the conversion should begin in September. The total conversion should be completed by December 31, 2020.

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

Councilman Moss stated he understands the Town does not have to get a building permit for our projects. CJ Dean mentioned he understands we still go through the process and looked to David Hash for additional comment. Councilman Moss commented he's noticed there are two projects in twelve months that we've run into issues with how the property was deeded. Understanding that these were done before Mr. Dean began working with the Town, Councilman Moss commented it seems to him regarding the wall at the amphitheater that if we had gone through procedures and done due diligence as required of our citizens, we would not have put that electrical service on a wall we don't own. Councilman Moss shared he is not sure what Council can do but maybe a policy needs to be established that we follow the

same due diligence as our citizens and obtain a building permit. The Depot had a problem and now we are facing a repair bill on this project that we really shouldn't be faced with as far as moving electrical equipment. CJ Dean stated staff will review the policy and bring an update before Council.

B. FY21 Fuel Bid Award

Mr. Dean reported that on August 4, 2020, the Town received one sealed bid for fuel for FY21. Parker Oil Company, Inc. submitted the bid for providing fuel for the Town of South Hill's automotive/equipment fleet per advertised Invitation for Bid. Price quotations were requested for four fuel categories. The prices are the dollar amount per gallon above wholesale "rack" as follows:

Fleet:

1. Gasoline- \$0.025 (same as last year)
2. Ultra Low Sulfur Diesel- \$0.025 (same as last year)

Delivered:

1. Gasoline- \$0.06 (last year: \$0.05)
2. Low Sulfur Diesel- \$0.07 (same as last year)

Rack price is the price at which refineries sell fuel to their customers (can include transportation, overhead and profit to the "spot" price). The fuel spot price is the price that fuel is worth as dictated by the market.

A motion was made by Councilwoman Luster, second by Councilman Moody, to award the annual fuel contract to Parker Oil Company, Inc. for the prices per gallon above "rack" as submitted on August 4, 2020. Motion carried unanimously.

11. BUSINESS DEVELOPMENT REPORT

Brent Morris submitted the business development report for July 2020 as follows:

- § Mailed 26 informational packets to prospective industries with a continued focus on E-commerce
- § Participated in Cares Act meetings with Mecklenburg County to discuss ideas and ways to utilize funding to help with business retention
- § Continued working with Chamber committees on events. The Chamber hosted its first concert on July 16, 2020. After many hours of due diligence, we were one of the first localities in the state to be approved by the ABC and the Health Department for an outdoor event since the onset of the pandemic.
- § Began working with the Department of Housing and Community Development (DHCD) as we were chosen to participate in their Rural Community Development Initiative (RCDI) program. Only six communities were chosen throughout Virginia and we are the only southern community at this time that was asked to participate. The goal of this program is to form a cohesive and effective strategic plan that addresses organizational, economic, and design improvements within each community while RCDI recipients improve existing organizations, engage the community, cultivate relationships, manage resources, and develop business need gap programming to support the creation and sustainability of entrepreneurial ecosystems. This will be a three-year process and the South Hill Chamber of Commerce will be taking the lead along with a defined committee to execute the ongoing RCDI work plan.

Mr. Morris presented Council with the updated Town Business Incentives that were reviewed by Longwood Small Business. Councilman Moody asked if there is a reason the amount of time and number

of employees that have to be employed varies across the board. Mr. Morris commented there is no reason some of the incentives don't encompass that. The number of employees required per incentive can change. These incentives were put in place for retail and job creation; today we are also looking at business recruitment. Kim Callis mentioned that sometimes the incentive is not based on job creation but on someone making a substantial financial investment. Councilman Moss commented these incentives written for industrial purposes are spot on, but our incentives will not apply for most people who are opening up a small business. Even the façade program may not benefit small businesses other than the appearance of the building. Our building permit incentive equates to about \$200. Councilman Moss would like staff to look at the downtown small business applications to see what we can do especially during the pandemic. The employees ought to be at a minimum, and we need to look at every opportunity we can for businesses to open. He stated that as he has mentioned before, this information needs to be passed on to our Chamber of Commerce and Shops to get their input. Mr. Morris stated he believes this can be a working, living document that we can continue to enhance as we move forward. With the current environment, we don't know where we are headed. Mr. Callis mentioned a lot is going on on Atlantic Street and other areas, and we may want to consider expanding the Downtown Zone Map. In answer to a question from Councilman J. Taylor, Mr. Callis mentioned the downtown incentives are a little richer than the town wide business incentives to encourage some of the owners of the vacant buildings to act. Councilman Moody asked if this is something that needs to be adopted or can it wait 30 days. Council members were in favor of allowing Mr. Morris to further explore possibilities.

As a small business owner, Councilman Moss thanked Mr. Morris and mentioned the other projects he is working on are absolutely fantastic.

12. REPORTS TO APPROVE AS PRESENTED

For efficiency, the following reports were grouped to approve as presented.

A. Police Report

i. Monthly Report

For the police report for July, there were 181 activity incidents, 18 reportable criminal offenses, 555 calls for service, and \$503 property recovered. Other miscellaneous included 6 court hours, 1 training hour, 6 warrants issued, and 1 inoperative vehicle tagged.

The following administrative news was shared:

- § Chief Bowen; Lieutenant Scott Zincone; and Sergeants Mike Peebles, Chris Parrott, and Mike Watters received OC training at the police department. The training was done by Auxiliary Officer Mike Ritchie from FASTC.
- § Sergeant Mike Peebles and Detective Carie Watters assisted with Officer Survival Training at the academy.
- § Corporal Tony Solomon instructed CPR at the training academy.

ii. EMT-B Hybrid Class Update for Southside Rescue Squad (SSRS)

Retesting is continuing.

B. Code Compliance Report

i. Monthly Report

David Hash submitted the report of activity for July 2020 as follows:

Inspections Completed	-	30
Permits Issued	-	35
Fees Collected	-	\$ 5,748.74
UEZ Exemption	-	\$ 0
Rehab Exemption	-	\$ 0
General Exemption	-	\$ 0
Work Value	-	\$ 918,524.00

New businesses for June included:

- § Sonrise Unlimited, 230 E. Danville Street (FedEx Contractor)
- § Hot Spot Grill, LLC, 827 N. Mecklenburg Avenue (restaurant)
- § JPhoto and Company, 709 Marrow Street (photography)

ii. Dilapidated Properties

David Hash submitted a report on the status of the following 32 dilapidated properties:

- § 211 East Atlantic Street
- § 400 Goodes Ferry Road
- § 402 Goodes Ferry Road
- § 210 Park Lane
- § 110 Third Street
- § 315 West Danville Street
- § 906 Plank Road
- § 212 North Mecklenburg Avenue
- § 109 East Third Street
- § 201 East Atlantic Street
- § 706 Brooke Avenue
- § 112 Center Lane
- § 930 West Danville Street
- § 932 West Danville Street
- § 211 Bryan Street
- § 118 South Lunenburg Avenue
- § 1179 Country Lane
- § 208 Pennington Street
- § 112 East Atlantic Street
- § 403 North Mecklenburg Avenue
- § 419 East Atlantic Street
- § 456 Old Hwy. 58
- § 506 Moseley Lane
- § 609 West Danville Street
- § 617 West Danville Street
- § 603 West Danville Street
- § 418 Old Highway 58
- § 154 Buena Vista Circle
- § 1214 Plank Road
- § 1231 Halifax Street
- § 112 Raleigh Avenue

§ 227 Circle Drive

iii. Code Inspector Activity Report

follows: Jamie Velvin submitted the Code Inspector Activity Report for July 2020 as

- § Spoke with Wayne Thomas in reference to property at 456 Old Highway Fifty-eight
- § Met with Ed Hart at 603 West Danville Street in reference to repairs being made to his building
- § Met with Jamie Smiley at 315 West Danville Street to obtain rough estimate for cost of demolition
- § Spoke with Jamie Barker in reference to estimated cost of demolition at 315 West Danville Street
- § Researched deed for 1214 Plank Road
- § Met with Daniel Hightower at 154 Buena Vista Circle
- § Spoke with Charles Butts in reference to property at 456 Old Highway Fifty-eight
- § Spoke with Ms. Joyner in reference to her property at 906 Plank Road
- § Spoke with Tommy Stanley in reference to cleanup of property at 1500 West Danville Street
- § Met with Sam Allen in reference to possible grant for his properties
- § Met with Ricky Jones about work needing to be done at 617 West Danville Street
- § Spoke with Charles Crowder in reference to property at 212 North Mecklenburg Avenue
- § Met with Sam Allen to reschedule completion dates for his properties on Third Street and Brook Avenue
- § Spoke with Holly McFarland in reference to deed and property at 1214 Plank Road
- § Met with Jamie Barker in reference to deed and property at 1214 Plank Road
- § Met with Mattie Rodgers in reference to grass complaints at 511 Brook Avenue
- § Met with Mr. Hart in reference to tall grass complaint at 1108 Halifax Street
- § Spoke with Mr. Gantt about tall grass at 202 East Atlantic Street
- § Met with Mary Evans in reference to tall grass beside 907 West Atlantic Street
- § Spoke with John Davis in reference to needed demolition at 227 Circle Drive
- § Spoke with Jamie Smiley in reference to demolition at 227 Circle Drive
- § Contacted Mr. Richey in reference to missed deadline date at 208 Pennington Street
- § Spoke with Bill at United Country Realty in reference to auction of 930 and 932 West Danville Street not taking place
- § Spoke with Mr. Weindell to set completion date for 118 South Lunenburg Avenue
- § Spoke with William Clark to set completion date for 201 East Atlantic Street
- § Spoke with Alfred Bracey and Sherwood Baskerville in reference to 1179 Country Lane; property to be placed on open market
- § Inspected all properties on the Item B list; four properties to be removed and four added
- § Removed twenty-six off-premise advertisement signs

§ Eleven tall grass complaints received, ten notifications to cut grass sent, and checked lots to ensure they had been mowed

C. Human Resources Report

Carol Hutchinson presented the following administrative news for July 2020:

§ The VML “Newly Elected Officials” virtual conference was held on July 9 and 10, 2020. Kim Callis, Anna Cratch, Sheila Cutrell, C.J. Dean, and Carol Hutchinson attended the conference. Some of the topics covered included governing, budgeting, FOIA, and COIA.

§ On July 22, VRSA held a webinar on the COVID-19 standard set forth by Governor Northam. The Virginia Safety and Health Codes Board recently adopted the Emergency Temporary Standard: Infectious Disease Prevention. The standard was designed to keep employees safe from COVID-19 exposure in the workplace. A prevention plan was required to be in place by the week of July 27. The Town has established a plan and will hold employee training within the next 30 days.

§ The following employees were hired for the Maintenance Operator I positions:

Street Maintenance Department (start date August 3)

Jeremey Allgood

James Clary

Tommy Hite

Parks & Grounds (start date August 17)

Daniel DeSantis

A motion was made by Councilman Honeycutt, second by Councilwoman Luster, to approve the Reports to Approve as Presented. Motion carried unanimously.

13. COMMITTEE REPORTS

A. Policy Review Committee

Kim Callis reported the Policy Review Committee met with Anna Cratch, Carol Hutchinson, and himself on July 15 to review the below two policies. The Policy Review Committee unanimously recommends adoption of both.

i. Recommended Policy for Citizens to Address Council

Councilman Honeycutt mentioned citizens used to have six minutes to address Council. He asked when Council voted to change that and install the countdown clock with a three-minute limit. Kim Callis commented we have never had a policy for a time limit. Most local governments we researched were three minutes. Mayor Marion commented he asked for the clock because he felt he was too focused on keeping the time.

A motion was made by Councilwoman Feggins-Boone, second by Councilman Sasser, to adopt and approve the Recommended Policy for Individuals or Groups Who Wish to Address Council as presented. Motion carried unanimously.

ii. Town Council Code of Ethics

Mayor Marion acknowledged a lot of work and research has gone into the Council Code of Ethics. He asked what is the repercussion for a violation of the code. Councilman

Honeycutt also asked who would make that determination. Councilman J. Taylor commented his understanding is this is a self-enforcing code. He went on to say he feels it is appropriate there is no language within this that there would be any punishment or procedure outlined that would result in punishment if someone were to allege that one of these ethics were broken. There is certainly no prosecutorial element. Councilman J. Taylor mentioned he aspires to try to do all of these things as he is sure the others do as well.

Councilman Honeycutt mentioned sometimes people have the “can’t help its”. He commented if we are going to follow it fine, but sometimes people tend to get out of line. He asked, “Is this the end all, tell all?” and “Who is going to call whom out?” Councilman J. Taylor mentioned his hope is each will call each other, email, or talk. He continued that these ethics seem so universally accepted and aspirational. Lacking the prosecutorial element is helpful so that we won’t continue to accuse each other on YouTube but will keep collegiality amongst ourselves. Accountability is important.

A motion was made by Councilman Moody, second by Councilman B. Taylor, to adopt and approve the South Hill Town Council Code of Ethics as presented. A **roll-call vote** was requested and voiced as follows:

Councilwoman Feggins-Boone-Aye	Councilman Honeycutt-Abstain
Councilwoman Luster-Aye	Councilman Moody-Aye
Councilman Moss-Aye	Councilman Sasser-Aye
Councilman B. Taylor-Aye	Councilman J. Taylor-Aye.

14. APPOINTMENTS

A. Lake Country Area Agency on Aging (LCAAA)

Mayor Marion reported the LCAAA appointment of Kim Clary will expire on September 30, 2020. Ms. Clary has served two consecutive three-year terms and therefore cannot serve another. Helen M. Chessman’s name has been submitted to serve on the Board. Ms. Chessman has been contacted and agrees to serve a three-year term commencing October 1, 2020 and ending September 30, 2023 if Council so desires.

A motion was made by Councilman Honeycutt, second by Councilwoman Feggins-Boone, to appoint Helen M. Chessman to the LCAAA for a three-year term commencing October 1, 2020 and ending September 30, 2023. Motion carried unanimously.

Councilman B. Taylor requested more time for input on recommendations.

15. OLD BUSINESS

Mayor Marion asked about the alert system. Chief Bowen reported we were ready to go with the county’s system from day one. We still haven’t completed the training, but we can call the county and they will send it out.

Councilman Moss asked if there is an email alert or robocall for residential homes for our citizens that don’t have cell phones or emails. The School Board and Mecklenburg Electric have a robocall. He commented FEMA is a part of the solution, but it is not all. Chief Bowen mentioned the issue is everyone has to agree into a system like that. The county’s system will hit every cell phone in the selected towers. We could piggyback off of Mecklenburg Alerts. Kim Callis reported that anyone that subscribes to the

email broadcast gets this. With the last situation, some 40,000 were reached via social media. Councilman B. Taylor asked for information on the robocall by the next meeting.

16. NEW BUSINESS

Councilman Honeycutt recommended that staff look into leasing iPads for Council members and downloading packet information to them. He commented the paper documents are a waste of a lot of time and money and we need to bring it up to the 21st century. Kim Callis mentioned Council changes over time and the wishes before were to have paper documents. Mr. Callis commented we'll be glad to look into it.

17. CLOSED 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 Moody**, and **second** of **Councilwoman Luster**, the South Hill Town Council entered into **Closed Session** to discuss a Legal matter involving FERC and Whittles Mill, and a Personnel matter involving consideration of a candidate for appointment. Motion carried unanimously.

There was no action taken while in Closed Session on the Legal or Personnel matters.

WHEREAS, the South Hill Town Council has convened a Closed Session 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 Closed Session 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 Closed Session to which certification resolution applies, and (2) only such business matters as were identified in the motion convening the Closed Session were heard, discussed, or considered by the Council. **A motion was made by Councilman Honeycutt, second by Councilwoman Luster**, to approve **Resolution 345**, dated August 10, 2020 and return to **Open Session**. A **roll-call vote** was requested and voiced as follows:

Councilwoman Lillie Feggins-Boone-Aye
Councilwoman Delores Luster-Aye
Councilman Shep Moss-Aye
Councilman Ben Taylor-Aye

Councilman Gavin Honeycutt-Aye
Councilman Mike Moody-Aye
Councilman Leroy Sasser-Aye
Councilman Joseph Taylor-Aye.

18. OPEN SESSION

There was no action taken in Open Session on the Legal or Personnel matters.

19. ADJOURNMENT

There being no further business matters before the South Hill Town Council, Mayor Marion adjourned the meeting at 8:16 p.m.

Respectfully submitted by Anna B. Cratch.

Signed:

Dean Marion, Mayor

Attest:

Anna B. Cratch, Town Clerk



You'll like the view from
South Hill

Town of South Hill

Incorporated 1901

ADMINISTRATION
(434) 447-3191

BUILDING AND CODE
OFFICIAL
(434) 447-5041

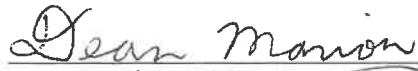
PUBLIC WORKS
(434) 447-3228

RESOLUTION OF THANKS AND APPRECIATION


- WHEREAS,** Rosser Wells has been a member of the South Hill Volunteer Fire Department since 1973 and served as Fire Chief since 1993; and
- WHEREAS,** Chief Wells has been a dedicated volunteer leader in protecting our community and region in responding to a wide range of emergencies at all hours in South Hill, Mecklenburg County, and the surrounding counties in Virginia and North Carolina; and
- WHEREAS,** Chief Wells' and South Hill Volunteer Fire Department efforts have saved many lives and much property; and
- WHEREAS,** Chief Wells has worked countless hours helping people during times of crisis and has provided heartfelt comfort to many as they experienced personal loss and sad times; and
- WHEREAS,** Chief Wells is a highly-respected fire chief by his peers and fellow volunteers; and
- WHEREAS,** thanks to Chief Wells' vision, preparation, planning, and leadership the South Hill Volunteer Fire Department is widely recognized as a highly-skilled, well-equipped, and effectively managed organization;

NOW, THEREFORE, BE IT RESOLVED, the Council of the Town of South Hill extends gracious thanks and appreciation to Charles Rosser Wells for 47 years of tireless, selfless, and dedicated volunteer service and leadership to our community.


Adopted this 10th day August 2020 by the Council of the Town of South Hill.



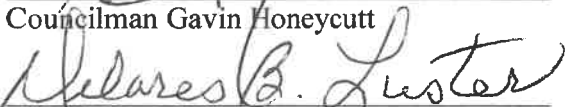
Dean Marion, Mayor




Councilwoman Lillie Feggins-Boone



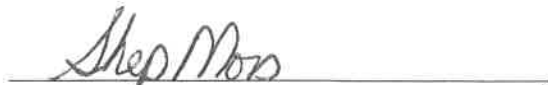
Councilman Gavin Honeycutt



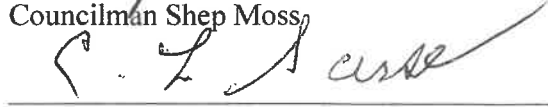
Councilwoman Delores Luster



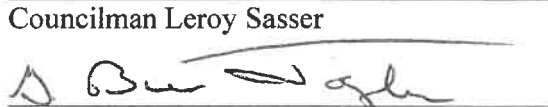
Councilman Mike Moody




Councilman Shep Moss



Councilman Leroy Sasser



Councilman Ben Taylor



Councilman Joseph Taylor

Attest:


Kim Callis, Town Manager



Anna Cratch, Town Clerk

ORDINANCE

COMMONWEALTH OF VIRGINIA, TOWN OF SOUTH HILL

IN RE: ABANDONMENT OF AN UNNAMED RIGHT OF WAY LOCATED BETWEEN 610 WESTOVER AVENUE (TAX MAP# 078A17_21_001) AND 702 WESTOVER AVENUE (TAX MAP# 078A16_08_I_001)

ORDINANCE OF VACATION

WHEREAS, Bryant and Debra Pearce have made application to this governing body for the vacation of an unnamed right of way located between parcels identified as 610 Westover Avenue (Tax Map# 078A17_21_001) and 702 Westover Avenue (Tax Map# 078A16_08_I_001), respectively; and

WHEREAS, it appearing that the provisions of Section 15.2-2006 et seq. of the Code of Virginia have been complied with; and

WHEREAS, this governing body at a regularly scheduled meeting held on the 13th day of July 2020 did appoint three viewers to investigate such unnamed right of way and report in writing; and

WHEREAS, said report has been submitted to this governing body for consideration; and

WHEREAS, it appears from the report of the viewers and all other evidence that no public necessity exists for the continued use of said unnamed right of way and that the public would be served best by said vacation of said unnamed right of way; and

BE IT FURTHER ORDERED that the vacated parcel be made available for transfer to the adjoining property owner(s) and that upon request by the adjoining property owner(s), the Town Manager is authorized to execute a deed conveying said property provided the same be done at no expense to the Town;

NOW, THEREFORE, this governing body does ORDER that the following described unnamed right of way be, and it is vacated, to-wit:

All that certain unnamed right of way located between the parcels identified as 610 Westover Avenue (Tax Map# 078A17_21_001) and 702 Westover Avenue (Tax Map# 078A16_08_I_001).

Entered on the minutes of the Town Council meeting, Town of South Hill, State of Virginia, this 10th day of August, 2020.

Town Council for the Town of South Hill, Virginia

By: Dean Monroe
Mayor

ATTEST:

Ara B. Crutch
Town Clerk

AN ORDINANCE TO AMEND CERTAIN SECTIONS OF THE CODE OF THE TOWN OF SOUTH HILL, VIRGINIA

AN AMENDMENT

BE IT ENACTED by the Town Council of the Town of South Hill, Virginia, in regular session assembled that:

Chapter 94.1 Zoning, Article 4 Permitted Uses in Zoning Districts be amended by adding the following language to Section 94.1-76. The added language is underlined and in italics.

Sec. 94.1-76 Table of permitted uses, Table 4.1 Uses Permitted by Zoning District

The use of medical facility for long-term care (nursing home) to be allowed by Special Exception permit in Office and Medical district O-M.

Done in the Town of South Hill, Virginia, this 10th day of August, 2020.

Town of South Hill, Virginia

By: Dean Marion
Dean Marion, Mayor

ATTEST:

Anna B. Cratch
Anna B. Cratch, Town Clerk

AN ORDINANCE TO AMEND CERTAIN SECTIONS OF THE CODE OF THE TOWN OF SOUTH HILL, VIRGINIA

AN AMENDMENT

BE IT ENACTED by the Town Council of the Town of South Hill Virginia, in regular session assembled that:

Chapter 70 Streets, Sidewalks and Other Public Places, Article III Parades be amended by deleting and adding the following language to Section 70-101 Definitions and Section 70-127 Application. The deleted language is stricken, and the added language is underlined and in italics.

ARTICLE III. - PARADES

DIVISION 1. - GENERALLY

Sec. 70-101. - Definitions.

The following words, terms and phrases, when used in this article, shall have the meanings ascribed to them in this section, except where the context clearly indicates a different meaning:

Parade means any parade, march, ceremony, show, exhibition, pageant, rally, or procession of any kind, or any similar display, in or upon any street, park or other public place in the town.

(Code 1974, § 27-41B)

Cross reference— Definitions generally, § 1-2.

Sec. 70-102. - Exceptions.

This article shall not apply to:

- (1) Funeral processions.
- (2) Students going to and from school classes or participating in educational activities, providing such conduct is under the immediate direction and supervision of the proper school authorities.
- (3) A governmental agency acting within the scope of its functions.

(Code 1974, § 27-41C(1))

Sec. 70-103. - Penalties.

Any person violating any of the provisions of this article shall be deemed guilty of a class 3 misdemeanor, and upon such conviction thereof shall be punished pursuant to section 1-15.

(Code 1974, § 27-41N)

Secs. 70-104—70-125. - Reserved.

DIVISION 2. - PERMIT

Sec. 70-126. - Required.

No person shall engage in, participate in, aid, form or start any parade unless a parade permit shall have been obtained from the council.

(Code 1974, § 27-41C)

Sec. 70-127. - Application.

A person seeking issuance of a parade permit shall file an application with the town manager on forms provided by such officer.

- (1) *Filing period.* An application for a parade permit shall be filed not less than 30 days before the date on which it is proposed to conduct the parade. Council may waive the 30 day filing requirement and, by a majority vote of all members of Council, issue such permit when, at its sole discretion, Council determines that unusual or unique circumstances exist and that waiver is in the best interests of the Town. The Council vote may be taken electronically or by telephone when no meeting is scheduled between receipt of the application and the date of the planned parade. When a waiver is granted the parade shall be conducted under the authority and direction of the Police Chief.
- (2) *Contents.* The application for a parade permit shall set forth the following information:
 - a. The name, mailing address, ~~and~~ telephone number, and email address of the person seeking to conduct such parade.
 - b. If the parade is proposed to be conducted for, on behalf of, or by an organization, the name, mailing address, ~~and~~ telephone number, and email address of the headquarters of the organization, and of the authorized and responsible heads of such organization.
 - c. The name, mailing address, ~~and~~ telephone number, and email address of the person who will be the parade chairman and who will be responsible for its conduct.
 - d. The date when the parade is to be conducted.
 - e. The route to be traveled, the starting point and the termination point.
 - f. The approximate number of persons who, and animals and vehicles which, will constitute such parade; the type of animals, and description of the vehicles.
 - g. The hours when such parade will start and terminate.
 - h. A statement as to whether the parade will occupy all or only a portion of the width of the streets proposed to be traversed.
 - i. The location by streets of any assembly areas for such parade.
 - j. The time at which units of the parade will begin to assemble at any such assembly area or areas.
 - k. The interval of space to be maintained between units of such parade.
 - l. If a parade is designed to be held by and on behalf of or for any person other than the applicant, the applicant for such permit shall file a communication in writing from the person proposing to hold the parade, authorizing the applicant to apply for the permit on his behalf.

- m. Any additional information which the town manager shall find reasonably necessary to a fair determination as to whether a permit should be issued.

(Code 1974, § 27-41D)

Sec. 70-128. - Standards for issuance.

The council shall issue a permit as provided for under this article when, from a consideration of the application and from such other information as may otherwise be obtained, it finds that:

- (1) The conduct of the parade will not substantially interrupt the safe and orderly movement of other traffic contiguous to its route.
- (2) The conduct of the parade will not require the diversion of so great a number of police officers of the town to properly police the line of movement and the areas contiguous thereto as to prevent normal police protection to the town.
- (3) The conduct of such parade will not require the diversion of so great a number of ambulances as to prevent normal ambulance service to portions of the town other than that to be occupied by the proposed line of march and areas contiguous thereto.
- (4) The concentration of persons, animals and vehicles at assembly points of the parade will not unduly interfere with proper fire and police protection of, or ambulance service to, areas contiguous to such assembly areas.
- (5) The conduct of such parade will not interfere with the movement of firefighting equipment en route to a fire.
- (6) The conduct of the parade is not reasonably likely to cause injury to persons or property, to provoke disorderly conduct or create a disturbance.
- (7) The parade is scheduled to move from its point of origin to its point of termination expeditiously and without unreasonable delays en route.
- (8) The parade is not to be held for the sole purpose of advertising any product, goods or event, and is not designed to be held purely for private profit.

(Code 1974, § 27-41E)

Sec. 70-129. - Notice of rejection.

The council shall act upon the application for a parade permit at the next meeting after the filing of the application.

(Code 1974, § 27-41F)

Sec. 70-130. - Alternative permit.

The council, in denying an application for a parade permit, shall be empowered to authorize the conduct of the parade on a date, at a time, or over a route different from that named by the applicant. An alternate parade permit shall conform to the requirements of and shall have the effect of a parade permit under this article.

(Code 1974, § 27-41H)

Sec. 70-131. - Notice to town and other officials.

Immediately upon the issuance of a parade permit, the town manager shall send a copy thereof to the following:

- (1) The fire chief.
- (2) The chief of police.

(Code 1974, § 27-41I)

Sec. 70-132. - Contents.

Each parade permit shall state the following information:

- (1) Starting time.
- (2) Minimum speed.
- (3) Maximum speed.
- (4) Maximum interval of space to be maintained between the units of the parade.
- (5) The portions of the streets to be traversed that may be occupied by the parade.
- (6) The maximum length of the parade in miles or fractions thereof.
- (7) Such other information as the town manager shall find necessary to the enforcement of this article.

(Code 1974, § 27-41J)

Sec. 70-133. - Duties of permittee.

- (a) A permittee under this article shall comply with all permit directions and conditions and with all applicable laws and ordinances.
- (b) The parade chairman or other person heading or leading such activity shall carry the parade permit upon his person during the conduct of the parade.

(Code 1974, § 27-41K)

Sec. 70-134. - Public conduct during parades.

- (a) *Interference.* No person shall unreasonably hamper, obstruct or impede, or interfere with any parade or parade assembly or with any person, vehicle or animal participating or used in a parade.
- (b) *Driving through parades.* No driver of a vehicle shall drive between the vehicles or persons comprising a parade when such vehicles or persons are in motion and are conspicuously designated as a parade.
- (c) *Parking on parade route.* The chief of police shall have the authority, when reasonably necessary, to prohibit or restrict the parking of vehicles along a highway or part thereof constituting a part of the route of a parade. The chief of police shall post signs to such effect, and it shall be unlawful for any person to park or leave unattended any vehicle in violation thereof. No person shall be liable for parking on a street unposted in violation of this article.

(Code 1974, § 27-41L)

Sec. 70-135. - Revocation.

The town manager shall have the authority to revoke a parade permit issued under this article upon application of the standards for issuance as set forth in this article.

(Code 1974, § 27-41M)

Secs. 70-136—70-165. - Reserved.

Done in the Town of South Hill, Virginia, this 10th day of August, 2020.

Town of South Hill Virginia

By: Dean Marion
Dean Marion, Mayor

ATTEST:

Anna B. Cratch
Anna B. Cratch, Town Clerk

Recommended Policy for Individuals or Groups Who Wish to Address Council

The primary purpose of local government council and board meetings is to conduct locality business. The Town of South Hill Policy Review Committee, in an effort to ensure that Council meetings proceed professionally and efficiently, recommends adopting the following policy/procedure to appropriately accommodate individuals or groups who wish to address Council.

Individuals who wish to address Council must contact the Town Clerk by Noon on the Wednesday prior to the Council meeting requesting an opportunity to speak. Individuals must provide their name, address, telephone number, email address, and the topic they wish to speak about. If the individual wishes to speak about a "group" topic about which several people are interested they must also provide the name of the group. Only one individual per "group" will be allowed to speak on behalf of the group. The Wednesday deadline will allow requests to speak to be included in the Council meeting packets.

A Sign Up sheet will also be available in Council Chambers until ten (10) minutes prior to the beginning of the Council meeting for additional speaker sign-ups. Each speaker must provide their name, address, telephone number, email address, and the topic they wish to speak about. If they wish to speak about a "group" topic they must also provide the name of the group. A group shall appoint one person to speak on behalf of the group. The Sign Up sheet will be delivered to the Mayor prior to calling the meeting to order.

Individuals will not be allowed to speak if they have not timely registered with the Town Clerk or Signed Up prior to the meeting. Individuals who do not provide the topic about which they wish to speak at the time they register will not be allowed to speak.

If a speaker has materials for the Council to consider, ten (10) copies must be provided to the Town Clerk prior to the meeting for distribution to Council members.

Individuals addressing Council shall stand at the podium/microphone and state their name, address, and the name of the group they represent, if applicable.

An individual speaking about a topic will be allowed to speak for up to three (3) minutes. An individual speaking on behalf of a group will be allowed to speak for five (5) minutes. Only one individual may speak on a given topic. If more than one person wishes to speak on the same topic the group shall appoint one person to present the group's views. People may indicate they have similar thoughts to those of the speaker by a show of hands. Repetitive comments should be avoided and may be ruled out of order.

Remarks will be limited to the topic an individual or group signed up to speak about. If a speaker moves off topic they will be ruled out of order and their remaining time will be forfeited.

The Mayor or presiding official shall strictly enforce time limits and rules of decorum. Speakers must be courteous and respectful, stay on topic, and refrain from making personal attacks on Council members, Town staff, legal counsel, or other individuals. Speakers may address Council only on matters related to the Town of South Hill. Council will not hear public comments that involve a complaint about an individual staff member, a personnel action, or a pending legal matter. Speakers or audience members who do not follow rules of decorum or become unruly will be asked to leave the meeting.

Speakers may not address or question Town staff directly. Questions should be directed to the Council, who may direct staff to respond.

Council will allow up to thirty (30) minutes per meeting to hear public comments.

ADOPTED AND APPROVED this 10th day of August 2020, Town of South Hill, Virginia.

By: 
Dean Mayor, Mayor

Attest: 
Anna B. Cratch, Town Clerk



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South Hill

Town of South Hill

Incorporated 1901

ADMINISTRATION
(434) 447-3191

CODE COMPLIANCE
OFFICIAL
(434) 447-5041

PUBLIC WORKS
(434) 447-3191

CITIZENS TO ADDRESS COUNCIL SIGN UP SHEET

Regular Meeting Date: _____

Only the person whose name appears on this form may speak during Citizens to Address Council. Comments will be limited to 3-minutes (5-minutes if on behalf of a group). This is a 30 minute Citizen Comment Period. There is a chance there may not be any time remaining.

If you wish to share materials with Council, ten copies must be provided to the Town Clerk prior to the meeting.

Rules of decorum will be enforced and personal attacks or slanderous remarks will not be tolerated.

This sheet will be collected 10 minutes prior to the beginning of the meeting and will be given to the Mayor.

Name: _____

Group Represented: _____

Address: _____

Email and/or Phone No.: _____

Topic: _____

Name: _____

Group Represented: _____

Address: _____

Email and/or Phone No.: _____

Topic: _____

Name: _____

Group Represented: _____

Address: _____

Email and/or Phone No.: _____

Topic: _____

Name: _____

Group Represented: _____

Address: _____

Email and/or Phone No.: _____

Topic: _____

Name: _____

Group Represented: _____

Address: _____

Email and/or Phone No.: _____

Topic: _____

Name: _____

Group Represented: _____

Address: _____

Email and/or Phone No.: _____

Topic: _____



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SOUTH HILL TOWN COUNCIL CODE OF ETHICS

The citizens of South Hill are entitled to impartial, ethical, accountable, and efficient local government. Such a government requires that elected public officials:

- Abide by the laws, Code of Ethics, ordinances, and policies of Town government.
 - Be independent, impartial, and fair in their decision-making and actions.
 - Use their public office for the public good and not for personal gain.
 - Conduct public deliberations and processes openly.
 - Act with respect and civility.
1. South Hill Town Council (Council) Members shall work for the common good of the citizens of South Hill and not for any private or personal interest. They will treat all persons, requests, and transactions in a fair and equitable manner.
 2. Council Members shall at all times refrain from abusive conduct, personal charges, or verbal and/or written attacks upon the character or motives of other members of Council, boards, agencies, committees, staff, or the public.
 3. The Council shall be held to the highest degree of integrity, with all decisions being made in the best interest of the Town.
 4. Duties of Council Members shall be performed in accordance with the rules established by the Council. A Council Member shall accept a decision by Council once it has been made by the majority of Council.
 5. It is the responsibility of Council Members to share information with all other Council Members that is relevant to any matter under consideration received from sources outside of the decision-making process.
 6. Council Members shall interact with each other and the Town Manager with honesty and respect. Discussions shall focus on issues, policies, and other substantive matters relating to the function of Town government.
 7. All significant requests for information or discussion concerning Town business should be directed to the Town Manager. The Town Manager is responsible for the daily operations of the Town and its employees.
 8. Council Members shall respect and preserve the confidentiality of information provided to them concerning the matters of the Town. They shall neither disclose confidential

information without proper legal authorization nor use such information to advance their personal, financial, or private interests.

9. To the best of their ability, Council Members shall represent the official policies and positions of the Council. When presenting their own personal opinions or positions, members shall explicitly declare that they do not represent the Council or the Town.
10. Council Members shall support and maintain a positive and helpful environment for citizens, businesses, staff, and others involved in Town activities. Council Members shall listen to concerns and requests by Town residents and forward the information to the Town Manager.
11. Members of the Council have the primary responsibility to ensure that ethical standards are understood and met, so that the public will have full confidence in the integrity of Town government.
12. Members of the Council have the responsibility to intervene when the Code of Ethics is not being followed by another member(s) of Council.

ADOPTED AND APPROVED this 10th day of August 2020.

Town of South Hill, Virginia

By: 
Dean Marion, Mayor

ATTEST:


Anna B. Cratch, Town Clerk



**SOUTH HILL TOWN COUNCIL
REGULAR MEETING AGENDA
MONDAY, AUGUST 10, 2020, 7 PM**

(Council Chambers, Town Hall, 211 S. Mecklenburg Avenue)

Please silence all cell phones while Council is in session.

1. Call to Order
2. Invocation
3. Roll Call
4. Approval of Minutes – July 13, 2020
5. Resolution of Thanks and Appreciation to Rosser Wells
6. Citizens to Address Council (*Comments are limited to three minutes.*)
7. Public Hearings
 - A. David Hash – Vacation of Unnamed Street ROW Located Between Two Parcels on Westover Avenue
 - B. David Hash – Proposed Amendment to the Zoning Ordinance Allowing Medical Facility for Long-Term Care in O-M by Special Exception Permit
 - C. Kim Callis – Proposed Amendment to the Parade Ordinance
8. Town Manager Report
 - A. Facilities Reservation Calendar
 - B. 2021 Holiday Calendar and Meeting Date Changes
 - C. South Hill Volunteer Fire Department Bucket Drive
9. Finance Report
 - A. Monthly Financial Report
 - B. Maturity of CD with Touchstone Bank
10. Municipal Services Report
 - A. Project Updates
 - B. FY21 Fuel Bid Award
11. Business Development Report
12. Reports to Approve as Presented
 - A. Police Report
 - i. Monthly Report
 - ii. EMT-B Update for Southside Rescue Squad
 - B. Code Compliance Report
 - i. Monthly Report
 - ii. Dilapidated Properties
 - iii. Code Inspector Activity Report
 - C. Human Resources Report
13. Committee Reports
 - A. Policy Review Committee
 - i. Recommended Policy for Citizens to Address Council
 - ii. Town Council Code of Ethics

14. Appointments
 - A. Lake Country Area Agency on Aging
15. Old Business
16. New Business
17. Closed Session
 - A. Legal, Section 2.2-3711 (A)(7)
 - B. Personnel, Section 2.2-3711 (A)(1)
18. Open Session
19. Adjournment