



SOUTH HILL TOWN COUNCIL
REGULAR MEETING MINUTES
MONDAY, JULY 12, 2021, 7:00 P.M.

The regular monthly meeting of the South Hill Town Council was held on Monday, July 12, 2021 at 7:00 p.m. in the Council Chambers of the South Hill Town Hall located at 211 S. Mecklenburg Avenue, South Hill, Virginia 23970. The meeting was also available livestream via YouTube. Anna Cratch took the minutes.

1. CALL TO ORDER

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

2. INVOCATION

As Charles Wright lost his wife Marilyn, Councilman Honeycutt asked folks to remember their family. She was a long-time educator.

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
Delores B. Luster
G. Ben Taylor

Alex Graham
W.M. "Mike" Moody
Joseph E. Taylor, Jr.

Gavin L. Honeycutt
Shep Moss

B. Staff in Attendance

Stuart Bowen, Police Chief
Anna Cratch, Town Clerk
C.J. Dean, Dir. of Municipal Services
Carol Hutchinson, HR Manager

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

4. APPROVAL OF MINUTES – JUNE 14 AND 25, 2021

A motion was made by Councilman Honeycutt, second by Councilman Moody, to approve the minutes of the regular meeting held on June 14, 2021 as distributed by Anna Cratch. Motion carried unanimously.

A motion was made by Councilwoman Luster, second by Councilwoman Feggins-Boone, to approve the minutes of the special meeting held on June 25, 2021 as distributed by Anna Cratch. Motion carried unanimously.

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

A. Alfonso Jiggetts – False Alarm Ordinance

Alfonso Jiggetts a local car detailer, addressed Council with concerns regarding the false alarm ordinance. Mr. Jiggetts mentioned people frequently park across the street and watch him and when he approaches them, they drive off. He shared concerns for his safety commenting he has asked for assistance but has received none. Chief Bowen and Kim Callis will discuss Mr. Jiggetts' concerns again and get back to Council with an update.

B. Shannon Lambert on Behalf of the South Hill Chamber of Commerce – Battle of the Hometown Heroes/Picnic in the Park Dual Event

Shannon Lambert, Executive Director of the South Hill Chamber of Commerce, informed Council that even though the Battle of the Hometown Heroes (between the South Hill Volunteer Fire Department and Southside Rescue Squad)/Picnic in the Park fireworks show held on July 2 was moved from Parker Park to Park View High School due to the wet fields, the community came together and it was very successful. Ms. Lambert reported that next year's event will be held again at Park View High School. At the recent event, Odicci Alexander announced that she will be serving as the Grand Marshall of the Chamber's Hometown Christmas Parade. Volunteers present at the meeting were applauded.

6. FINANCE REPORT

A. Request to Advertise for Public Hearing regarding Proposed Code Amendments to Section 78-2 Collection of Delinquent Town Taxes

Sheila Cutrell reported that local governments often use professional service firms to collect delinquent amounts. South Hill's Town Code only allows for an attorney to perform such duties. In order to have the flexibility to use a professional service firm such as Taxing Authority Consulting Services, PC, Ms. Cutrell recommended adopting an ordinance to amend the Town Code.

In addition, Ms. Cutrell recommended adopting an ordinance to allow for the imposition of administrative costs and collection agency or attorney's fees to be added to delinquent bills. Section 58.1-3958 of the Code of Virginia provides that the governing body may impose administrative fees to cover the costs of collection and may also add collection agency or attorney's fees actually contracted for, not to exceed 20%, to the delinquent bill. This proposal recognizes that the costs of collection of delinquent accounts should be borne by those who have failed to meet their obligations and not by the general citizenry. These fees would cover the costs of collection in the event the account is assigned to a collection agency or attorney.

Ms. Cutrell asked for a motion to hold a Public Hearing at the August 9, 2021 regular meeting of the Town Council to hear comments regarding the proposed code amendments.

Answering Council questions, Ms. Cutrell stated that as they serve over 70 localities in Virginia, Taxing Authority Consulting Services is someone in mind. Councilman Moody reported they are not accredited by the Better Business Bureau and they have a 1.105 rating. Ms. Cutrell reported assistance is needed as there are over 1200 personal property (more than \$129,000) and 170 real estate (more than \$95,000) accounts that are delinquent due to COVID and years of accumulation. DMV stops and debt setoff are our only avenues for collection other than an agency. Kim Callis mentioned that when we lost the decals, we lost a strong enforcement tool because taxes had to be paid before decals could be

obtained. The names of delinquent taxpayers have not been printed in the newspaper for several years. The next tax sale will probably be held in November of 2022. This could go out to bid if desired. Ms. Cutrell will check with some other companies.

A motion was made by Councilman Honeycutt, second by Councilman Moody, to hold a Public Hearing at the August 9, 2021 Town Council meeting to hear comments regarding the proposed code amendments to Section 78-2 Collection of Delinquent Town Taxes. As he has been engaged in litigation cases involving taxes, Councilman Joseph Taylor abstained from the vote. Motion carried 7 to 0.

*revised 8-9
per Joseph
Taylor*

B. 2021 General Obligation Bond

Kim Callis reported that on July 8, 2021 Sheila Cutrell and he had a teleconference with Steve Mulroy, Managing Director and Taylor Bryant, Deputy Director of VML/VACO Finance to review bank proposals for the Town's upcoming General Obligation Public Improvement and Refunding Bond, Series 2021 that was approved as part of the FY21-22 budget. Eight banks submitted proposals. American National Bank submitted the winning proposal with an interest rate of 1.45% fixed for ten years. Truist submitted a proposal with a rate of 1.46% fixed for ten years. Other proposals ranged from 1.55% to 1.77%.

Mr. Mulroy and Mr. Bryant commented that it was highly unusual to receive proposals from this many banks at these rates, but "the banks were very impressed with the Town's credit and well-managed financial position over the years and current financial strength." They further stated that without our strong fund balance, the proposals would likely have reflected interest rates that were 30 to 35 basis points higher, which would have increased costs to taxpayers by almost \$300,000 annually and \$3,000,000 over the life of the bond. It should also be noted that we are able to accomplish this financing without a tax increase.

The total preliminary loan amount is \$10,937,000. In addition to the new debt related to several public works projects, as part of the VML/VACO bond issuance, we are also able to refinance the remaining principal of the 2010 Series VRA bond issuance for \$1,995,000 that matures in 2030 at a cash savings of \$154,990, which reduces our average annual debt service by \$17,221.

Over the next couple of weeks, we will be working with VML/VACO on the financial and legal requirements of this financing, including a Public Hearing and adoption of a resolution at the August 9 Council meeting.

Councilman Ben Taylor commented this is a big deal with huge savings for our citizens. He quoted Vernon Oakley who stated a couple of months ago that, "We stand on the shoulders of the people that have gone on before us." Councilman Taylor also thanked and attendees applauded Kim Callis for his leadership, vision, and guidance in bringing South Hill to this place of financial security.

A motion was made by Councilman Ben Taylor, second by Councilwoman Feggins-Boone, to hold a Public Hearing at the August 9 Council meeting as part of the requirements for issuing the 2021 General Obligation Public Improvement and Refunding Bond. Motion carried unanimously.

7. REPORTS TO APPROVE AS PRESENTED

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

A. Town Manager Report

i. Facilities Reservation Calendar

Kim Callis submitted the calendar of activities and reservations at Centennial Park, Parker Park, the South Hill Exchange, and other Town facilities.

ii. Whittles Mill Update

Mr. Callis reported that in late June, the Town received a request from the Federal Energy Regulatory Commission (FERC) dated May 12, 2021 for additional information on Whittles Mill. Mr. Callis shared the FERC letter and the Town’s response. FERC has not provided a timeline for making its final decision on the Town’s application for surrender of its exemption. Should the application be approved, the Whittles Mill Dam would fall under the jurisdiction of the Virginia Department of Conservation and Recreation.

B. Finance Report

Sheila Cutrell submitted the financial report for month ended June 30, 2021 as follows:

General Fund	-	\$12,928,073.37	Total Investment Accounts	-	\$15,412,279.21
Water and Sewer Fund	-	759,667.35	Total Police Dept. Savings	-	\$ 27,646.07
Cemetery Fund	-	13,160.45	Total Taxes Due Thru 06/30/21	-	\$ 251,237.47
2nd & 3rd Street Project Fund	-	<u>(25,560.89)</u>	(Real Estate and Personal Property, all years)		
Total in Checking	-	\$13,675,340.28			

C. Police Report

Chief Stuart Bowen submitted the police report for June 2021. Chief Bowen informed Council there were 255 activity incidents, 47 reportable criminal offenses, 965 calls for service, and \$2,005 property recovered. Other miscellaneous included 22 court overtime hours, 8 training hours, 28 warrants issued, and 8 inoperative vehicles tagged.

He included the following administrative news:

- § Staff instructed the following classes at the training academy: Chief Stuart Bowen – Ethics, Captain Shane Johnson – Asp, and Corporal Tony Solomon – First Aid, CPR, and BBP.
- § Officer John Childers completed Basic Law Enforcement and graduated in June. He completed Radar/Lidar Certification instructed by Sergeant Chris Parrott at the Police Department. He is currently in Field Training.
- § Corporal C.B. Fleming was awarded Outstanding Instructor for Basic Law Enforcement School #97.

D. Municipal Services Report

C.J. Dean submitted the municipal services report for June 2021 as follows:

- § The contractor is scheduled to begin clearing the easements on the NE Sewer Project on July 12. The contract period extends until next September of 2022.

- § The crews continue to repair waterlines in the system. The two most recent repairs have been old two-inch lines. Two-inch lines are the lines the Town has been replacing during the last few years and continues to replace.
- § All crews were brought in to review safety concerns with motorized equipment and backing operations. Crews also discussed the Town’s drug policy which did not change even though the State laws have changed.
- § The Town is working with Dominion Power engineers on several different projects including relocation of service to sewer pumps stations, extending services to two new sewer pump stations, and costs for new streetlight coverage.
- § The Town continues to work on stormwater as the engineering is complete for one stormwater project. This project should go out to bid very soon and will correct stormwater issues on Atlantic Street.

E. Code Compliance Report

i. Monthly Report

David Hash submitted the report of activity for June 2021 as follows:

Inspections Completed	-	55
Permits Issued	-	38
Fees Collected	-	\$ 4,484.04
UEZ Exemption	-	\$ 0
Rehab Exemption	-	\$ 0
General Exemption	-	\$ 56.10
Work Value	-	\$ 2,037,879.00

New businesses for June included:

- § Boss Luxe Beauty, LLC, 924B W. Atlantic Street (Beauty Supplies)
- § Decorlovecraft, 935 W. Atlantic Street (Flea Market Vendor)
- § Denco Industrial Sales & Service, 400 Benton Street (Consulting Service)
- § Zacklees Creation South Hill, 300 W. Ferrell Street (Internet Sales)
- § Universal Motorsports, LLC, 227 W. Virginia Street (Online Car Sales)
- § Lake Country Graphic Design, 601 South Hill Avenue (Graphic Design and Vinyl)
- § Shelter In Place, 116 E. Atlantic Street (Senior Home Modifications and Private Duty Nursing)
- § Best Western Plus, new owners – SAI UMA, LLC, 101 Thompson Street (Hotel)

ii. Dilapidated Properties

Along with the list of completed dilapidated properties since 2016, David Hash and Jamie Velvin submitted a report on the status of 43 dilapidated properties.

iii. Code Inspector Activity Report

Jamie Velvin submitted the Code Inspector Activity Report for June 2021 as follows:

- § Contacted property owner of 626 Forest Lane regarding grass complaint
- § Spoke with Dustin Tanner regarding a pending demolition at 416 Fairview Avenue

- § Met with Sam Allen about driveway repairs at 103 and 109 E. Third Street and progress of work on 109 E. Third Street
- § Contacted new owner of property at 112 Raleigh Street
- § Met with property owner of 1287 W. Danville Street regarding legal issues with pending demolition
- § Spoke with Joe Cappaert regarding inoperable vehicles on Lombardy Street
- § Met with William Gregory at office about towed vehicles
- § Monitored dumpster sites at Mecklenburg Manor, Roses, and Mecklenburg Shopping Center for compliance
- § Made multiple attempts to contact property owner of 112 E. Atlantic Street
- § Met with J. A. Barker regarding pending demolition at 112 E. Atlantic Street
- § Spoke with neighbor about conditions at 117 Clay Street
- § Spoke with the resident at 600 Lombardy Street regarding debris complaint
- § Spoke with Mrs. Branch regarding inoperable vehicles on her property
- § Spoke with property owner of 419 E. Atlantic Street about missed deadline
- § Handled high grass complaints on Wedgewood Drive and E. Ferrell Street
- § Met with Mr. Lundy regarding 617 W. Danville Street
- § Spoke with Charles Crowder regarding work at 212 N. Mecklenburg Avenue
- § Met with owner at B & T Auto regarding posting inoperable vehicles on his lot
- § Handled trash complaint behind 710 E. Northington Street
- § Seventeen inoperable car letters sent out
- § Eleven notices to cut grass sent out
- § One Correction Notice sent out
- § One notice to remove debris, refuse, litter sent out
- § Monitored all Item B properties for progress; one property added to list

F. Business Development Report

Brent Morris submitted the business development report for June 2021 as follows:

- § We continue the push of recruiting businesses in the downtown and the former Gordmans location. We currently have a pipeline of potential businesses looking at both downtown and the shopping center.
- § Mr. Morris continued working with the Southside Planning District Commission and the appointed committee on the review of Mecklenburg County Small Business Recovery Assistance applications and approvals. To date, 42 businesses have been approved and our pipeline remains healthy. The program was amended in June to offer businesses up to \$15,000 with up to six months of utility expenses to include water, sewer, electricity, natural gas/propane/fuel oil, business phone, and business internet as eligible expenses.
- § Mr. Morris continued ongoing meetings with the Department of Housing and Community Development on the Rural Community Development Initiative (RCDI) program for South Hill.
- § As a result of the meetings with local industries and businesses, Virginia Workforce, the Mecklenburg Economic Development office, and Mr. Morris are working on a job fair in early September that will be free to our local employers.
- § We are continuing our efforts with investors to fulfill the housing need in the community. We have seen a piqued interest in the last few months and continue working with local real estate brokers to identify ideal locations.
- § Mr. Morris completed all Enterprise Zone annual reporting and updates in June.

G. Human Resources Report

Carol Hutchinson submitted the following administrative news for June 2021:

- § Training was conducted on June 21, 2021 on vehicle backing and the Procurement Policy as well as the new laws on marijuana. CJ Dean and Carol Hutchinson facilitated the training.
- § “Documentation – Getting it Right” training was held on June 23, 2021. The training was facilitated by Tina Stevenson, HR Director at VRSA. Superintendents as well as street and water department supervisors attended.
- § David Hash completed virtually the “DEQ Where the Water Goes” – 2 Part Series on June 10, 2021. This certification was provided by the Virginia Department of Environmental Quality.
- § Anna Cratch completed “FOIA Training: The Presumption of Openness”. The virtual training held on June 8 and 10 was sponsored by VRSA and facilitated by Andrea Erard, Attorney at Law.
- § Anniversary Dates:
 - Stuart Bowen 5 years July 25
 - Donna Burch 35 years July 1
 - Jason Houchins 10 years July 5
 - Michael Peebles 20 years July 6
- § Open Position – Maintenance Operator I (Street Division)

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

8. COMMITTEE REPORTS

A. Budget and Finance Committee

Councilman Moss congratulated the South Hill Volunteer Fire Department on their ISO rating and the South Hill Police Department on their accreditation. Answering questions from Councilman Moss, Police Chief Bowen reported police officers do not currently have physical fitness standards but that is one of the things coming up in the General Assembly. Prior to COVID they were working on LawFit and using some of the right-of-ways the Town owns to set up an obstacle course. Physical fitness is up to the officers individually, and most of them are utilizing the two fitness centers in Town out of their own pocket. Around \$8,400 a year would pay the gym membership for all officers.

Possibly using surplus that went into Community Development, Councilman Moss asked if the Budget and Finance Committee could look into offering this for our officers. Kim Callis answered the Town looked into it a few years ago. The Town has the money. We would just need to look at the right way to do it to create a plan equitable to all employees of the Town. If Council is of the mindset that it is a benefit we should provide, it can be deferred to the Budget and Finance Committee for study and appropriation. The gyms will work with us to offer discounted memberships.

B. Policy Review Committee

i. Time Allowed for Speakers at Public Hearings

Councilwoman Luster reported the Policy Review Committee Meeting met on June 29, 2021 to discuss the time allowed for speakers at Public Hearings and marijuana usage. The Committee unanimously recommended that the policy for time allowed for speakers at Public Hearings be

consistent with the policy for time allowed for Citizens to Address Council, three minutes to express individual comments and five minutes if speaking on behalf of a group. Time can be extended at the discretion of Council.

A motion was made by Councilwoman Luster, second by Councilman Joseph Taylor, to approve the Policy for Individuals or Groups Who Wish to Speak at Public Hearings. Motion carried unanimously.

ii. Marijuana Usage

Councilwoman Luster reported the Policy Review Committee unanimously recommended adoption of an ordinance that prohibits the use or consumption of marijuana or marijuana products in public places. That ordinance should be written by legal counsel familiar with this issue. “Public place” is already defined in the Town Code to mean any street, right-of-way, alley, sidewalk, park, parking lot, building, water tank site or other land area owned or leased by the Town, whether or not used or maintained by the Town. (Ord. No. 2010-7, 8-9-10). The Committee also recommends that violation of the ordinance shall be considered a Class 4 Misdemeanor (fine up to \$250) upon the first two convictions within a twelve-month period. A third conviction within a twelve-month period shall be considered a Class 3 Misdemeanor (fine up to \$500).

A draft ordinance can be presented to Council for consideration at the August 9 regular meeting. Should Council wish to adopt an ordinance, the appropriate advertisement can be accomplished such that a Public Hearing and Council vote could be held at the September 13 Council meeting. More information regarding the retail sale of marijuana within the Town limits will be forthcoming as legal guidance becomes available.

As the General Assembly will meet again in Special Session next month, Councilman Moody asked if it would not be best to wait and see how the state decides to handle it. As the General Assembly has created a mess of the statute with the exceptions and gaps, Councilman Joseph Taylor recommended Council move forward with drafting some policy. He did not feel the county is going to have a countywide policy. We also need to make a longer-term decision about whether to have dispensaries in South Hill. It remains a federal crime to possess and distribute marijuana. Credit card companies are not processing the purchasing sale of marijuana which means it is a cash business. In addition, we will be the first stop into and the last stop out of the Commonwealth when it comes to the purchase of this product.

Kim Callis reported the first approach would be to talk with our resources at VML and the Institute of Government and ask if they have a model ordinance. We would then need to go to the Town Attorney and ask for his guidance to structure this. The county hasn’t tackled this yet, but they know they have to. It is not entirely clear, but what the county does may have some impact on what we do.

Several Council members were not in favor of paying an attorney or taking any action this early in the process and having to redo work. Chief Bowen reported the state has adopted ordinances similar to this that prohibit the use in public places punishable with a civil penalty. Councilman Moss mentioned an emergency meeting could be held if quick action needs to be taken. Carol Hutchinson and Mr. Callis have been having conversations with VRSA regarding employee use and it would be treated just like alcohol with a zero-tolerance policy because it presents similar risks with impairment.

A motion was made by Councilman Honeycutt, second by Councilwoman Feggins-Boone, to table this until we find out more information from VML and the General Assembly when it reconvenes. Motion carried unanimously.

9. APPOINTMENTS

A. Board of Zoning Appeals (BZA)

Mayor Marion reported the appointment of Mike Sparkman on the BZA will expire on August 8, 2021. Mr. Sparkman has been contacted and agrees to serve another five-year term commencing August 9, 2021 and ending August 8, 2026.

A motion was made by Councilman Honeycutt, second by Councilman Graham, to recommend the appointment of Mike Sparkman to the BZA for another five-year term commencing August 9, 2021 and ending August 8, 2026. Motion carried unanimously.

10. OLD BUSINESS

There was no old business.

11. NEW BUSINESS

Mayor Marion again mentioned and attendees applauded the South Hill Police Department for their recent accreditation.

Mayor Marion met with Odicci Alexander at Hardee Ford. Ms. Alexander is a Park View High School and JMU graduate. She was very humble and appreciative of the Town and presented Mayor Marion with a softball. She shared that her biggest adjustment has been getting used to the heat and humidity in Florida.

Alpheus Jones commended Kim Callis for doing a good job.

12. 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 Councilwoman Luster and second of Councilman Honeycutt, the South Hill Town Council entered into Closed Session to discuss a Legal matter involving a real estate tax sale, a Legal matter involving property transfer, and Personnel matters that need to be brought to the attention of Council. 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 Moody, second by Councilman Moss,** to approve **Resolution 352**, dated July 12, 2021 and return to **Open Session**. A **roll-call vote** was requested and voiced as follows:

Councilwoman Feggins-Boone-Aye	Councilman Graham-Aye
Councilman Honeycutt-Abstain (because he removed himself from the room during Legal as he was uncomfortable with some of the conversation)	
Councilwoman Luster-Aye	Councilman Moody-Aye
Councilman Moss-Aye	Councilman Ben Taylor-Aye
Councilman Joseph Taylor-Aye.	

13. OPEN SESSION

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

As part of a land swap transaction needed to obtain crucial street right-of-way to complete the Hwy. 1/138 roadway improvement and traffic signal project vital to economic development, **a motion was made by Councilman Honeycutt, second by Councilman Moody,** to authorize the Town Manager to execute documents to complete the transfer of .501 acres previously deeded to the Town by the Industrial Development Authority of South Hill to Seven LLC in exchange for a Permanent Drainage Easement and Right of Way Dedication across the lands of Seven LLC. Motion carried unanimously.

14. ADJOURNMENT

There being no further business matters before the South Hill Town Council, Mayor Marion adjourned the meeting at 9:59 p.m.

VALIDATION

Minutes approved this _____ day of _____, 20_____.

Anna B. Cratch, Town Clerk

Dean Marion, Mayor

Recommended Policy for Individuals or Groups Who Wish to Speak at Public Hearings

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 to appropriately accommodate individuals or groups who wish to speak at public hearings.

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

An individual speaking on behalf of a group will be allowed to speak for five (5) minutes. 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 of the public hearing. 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 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. Comments should be directed to the Council, who may direct staff to respond.

ADOPTED AND APPROVED this 12th day of July 2021, Town of South Hill, Virginia.

By: Dean Mayor Attest: Anna B. Cratch
Dean Mayor, Mayor Anna B. Cratch, Town Clerk



**SOUTH HILL TOWN COUNCIL
REGULAR MEETING AGENDA
MONDAY, JULY 12, 2021, 7:00 PM**

Town Hall Council Chambers ~ 211 S. Mecklenburg Avenue ~ South Hill, Virginia 23970

(Please silence all cell phones while Council is in session.)

1. Call to Order
2. Invocation
3. Roll Call
4. Approval of Minutes – June 14 and 25, 2021
5. Citizens to Address Council *(Comments are limited to three minutes.)*
 - A. Alfonso Jiggetts – False Alarm Ordinance
 - B. Shannon Lambert – Battle of the Hometown Heroes/Picnic in the Park Dual Event
6. Finance Report
 - A. Request to Advertise for Public Hearing regarding Proposed Code Amendments to Section 78-2 Collection of Delinquent Town Taxes
7. Reports to Approve as Presented
 - A. Town Manager Report
 - i. Facilities Reservation Calendar
 - ii. Whittles Mill Update
 - B. Finance Report
 - C. Police Report
 - D. Municipal Services Report
 - E. Code Compliance Report
 - i. Monthly Report
 - ii. Dilapidated Properties
 - iii. Code Inspector Activity Report
 - F. Business Development Report
 - G. Human Resources Report
8. Committee Reports
 - A. Policy Review Committee
9. Appointments
 - A. Board of Zoning Appeals (BZA)
10. Old Business
11. New Business
12. Closed Session
 - A. Legal, Section 2.2-3711 (A)(7)
13. Open Session
14. Adjournment