



SOUTH HILL TOWN COUNCIL
REGULAR MEETING MINUTES
MONDAY, NOVEMBER 8, 2021, 7:00 P.M.

The regular monthly meeting of the South Hill Town Council was held on Monday, November 8, 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

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
Joseph E. Taylor, Jr.

Alex Graham
Shep Moss

Gavin L. Honeycutt
G. Ben Taylor

Councilwoman Delores B. Luster was not present at the meeting.

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

Mayor Marion welcomed South Hill's new Town Attorney, Howard Estes to the meeting.

4. APPROVAL OF MINUTES – OCTOBER 12, 2021

A motion was made by Councilman Honeycutt, second by Councilman Moody, to approve the minutes of the regular meeting held on October 12, 2021 as distributed by Anna Cratch. Motion carried unanimously.

5. SOUTH HILL INDUSTRIAL DEVELOPMENT AUTHORITY (IDA) – RESOLUTION FOR STEVE WATKINS

Spencer Crowder, Chairman of the South Hill IDA, presented Stephen E. Watkins, Jr. with a Resolution of Appreciation (as attached) for his many contributions to the Authority rendered during his 26 years of service commencing December 18, 1995 until his retirement in May of 2021. Mr. Watkins expressed thanks to Warren Matthews, Kim Callis, the Board members, and Mayor Marion. Mr. Watkins commented the Board works hard for the Town with no salary. Attendees clapped in recognition of Mr. Watkins.

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

No citizens present wished to address Council.

7. PUBLIC HEARINGS

A. Kim Callis – Amendment to Repeal Section 46-52 of the Town Code regarding Residence Requirements for the Chief and Assistant Chiefs of the Volunteer Fire Department

Kim Callis informed Council a Public Hearing has been called for comments regarding the proposed repeal of Section 46-52 that requires the chief and assistant chiefs of the volunteer fire department to reside within the corporate limits of the Town. The proposed repeal is at the recommendation of joint legal counsel.

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

Mr. Callis closed the Public Hearing. **A motion was made by Councilman Moody, second by Councilwoman Feggins-Boone**, to repeal Section 46-52 of the Code of the Town of South Hill. A **roll-call vote** was requested and voiced as follows:

Councilwoman Feggins-Boone-Aye	Councilman Graham-Aye
Councilman Honeycutt-Aye	Councilwoman Luster-Absent
Councilman Moody-Aye	Councilman Moss-Aye
Councilman Ben Taylor-Aye	Councilman Joseph Taylor-Aye.

Motion carried unanimously.

B. David Hash – RE 2021-6, Request by Jireh Construction Company, Inc. to rezone a property on Raleigh Avenue between W. Atlantic Street and Forest Hill Drive from single-family residential R1-15 to townhouse/condominium R2-8

David Hash informed Council a Public Hearing has been called for comments regarding the request by Jireh Construction Company to rezone property on Raleigh Avenue between W. Atlantic Street and Forest Hill Drive from single-family residential R1-15 to townhouse/condominium R2-8. Mr. Hash shared a representation of the proposal. At the Public Hearing held on November 1, 2021, the South Hill Planning Commission voted to recommend that Council approve the rezoning request with the stipulation that the maximum housing density be no more than eight units per acre, with clarification of the lot size and buffers to be provided by the Town.

Mr. Hash opened the Public Hearing. Jean Clary Bagley with Exit Realty shared she is working with the potential buyer on the 6.3 acres. Sam Carroll with B&B Consultants reported the proposal includes 46 two-story units, each between 1500 and 2200 sq. ft., starting at around \$200,000.00. Mr. Carroll was not sure if the townhouses would include garages or storage buildings, but he did not

recommend fencing. The properties will originally be sold, not rented. A homeowners association would set the covenants. The street would be public with curb and gutter and sidewalks.

The following spoke against the proposed rezoning: Councilman Honeycutt, Councilman Moss, Barbara Nanney, Rosa Lee Jordan, William Cochran, Noreen Reid, Melody Wolfe, Jacel Penn, John Ball, Michael Reid, Mary McAden, Louise Ogburn, and Elizabeth Chandler. Concerns voiced included lowered property values, increase of foot and vehicular traffic, loss of privacy, trespassing, noise, and the proposal not being a fit for the area. Noreen Reid shared the attached petition including 20 names to stop the rezoning and allow the community to remain as single-family residential.

Mr. Hash closed the Public Hearing. **A motion was made by Councilman Honeycutt, second by Councilman Moody,** to deny the RE 2021-6 request by Jireh Construction Company to rezone property on Raleigh Avenue between W. Atlantic Street and Forest Hill Drive from single-family residential R1-15 to townhouse/condominium R2-8. A **roll-call vote** was requested and voiced as follows:

Councilwoman Feggins-Boone-Aye	Councilman Graham-Aye
Councilman Honeycutt-Aye	Councilwoman Luster-Absent
Councilman Moody-Aye	Councilman Moss-Aye
Councilman Ben Taylor-Aye	Councilman Joseph Taylor-Aye.

Motion carried unanimously.

8. TOWN MANAGER REPORT

A. Fire Department Part-Time Position Description

Kim Callis reported the Personnel Committee met on October 29 to review and discuss the job description for the Part-Time Fire Station/Grounds Technician. On the advice of legal counsel, the part-time contract workers have been converted to part-time employees. The committee recommends approval of the job description and that FY21-22 Fire Department Budget Line Item 10-1-0122-1006 be revised to state SALARIES – PART TIME. The age requirement is at least 21 because of the special equipment they are required to operate.

A motion was made by Councilman Ben Taylor, second by Councilwoman Feggins-Boone, to approve the Personnel Committee Fire Department recommendations as presented. A **roll-call vote** was requested and voiced as follows:

Councilwoman Feggins-Boone-Aye	Councilman Graham-Aye
Councilman Honeycutt-Aye	Councilwoman Luster-Absent
Councilman Moody-Aye	Councilman Moss-Aye
Councilman Ben Taylor-Aye	Councilman Joseph Taylor-Aye.

Motion carried unanimously.

B. VDOT South Hill Bypass/E. Atlantic Street Project

Mr. Callis reminded Council that at the August 9, 2021 Council meeting he shared that VDOT had accelerated the Hwy. 58 Bypass Arterial project. Council approved proceeding with the first phase at the E. Atlantic Street/Country Lane intersection with the required Town match of \$575,761.00.

On November 5, 2021, VDOT provided additional project information. The preliminary engineering work is scheduled to begin on January 18, 2022. The date on which construction will begin is dependent upon VDOT securing all rights of way and finalizing federal funds related to the project. The Town's matching funds are not payable until just prior to the date construction is scheduled to begin.

In addition to approving the project and the matching funds, VDOT is also requiring adoption of a resolution endorsing the project. In answer to a question from Councilman Joseph Taylor, Chief Bowen commented VDOT's idea is to actually reduce the opportunities for accidents.

A motion was made by Councilman Moody, second by Councilman Honeycutt, to adopt the resolution endorsing the South Hill Bypass/East Atlantic Street project. A **roll-call vote** was requested and voiced as follows:

Councilwoman Feggins-Boone-Aye	Councilman Graham-Aye
Councilman Honeycutt-Aye	Councilwoman Luster-Absent
Councilman Moody-Aye	Councilman Moss-Aye
Councilman Ben Taylor-Aye	Councilman Joseph Taylor-Aye.

Motion carried unanimously.

C. Misc. Updates

Mr. Callis reported the Council Retreat has been finalized for January 28, 2022 in the large conference room at the R.T. Arnold Library. The public will be welcome to attend and observe but not participate. The facilitator is Kimball Payne with The Berkeley Group. The cost of the retreat will be \$4,440.00 which will include reaching out to Council prior to the retreat for Q&A time and a written report after the retreat.

A lot more activity will soon be happening at Hillcrest Industrial Park. Staff has had numerous conversations with the county, Microsoft, and Mid-Atlantic Broadband Communities Corporation to get infrastructure in place and expand MBC's capacity.

9. MUNICIPAL SERVICES REPORT

A. Interior Wet and Dry Surface Repainting of the Plank Road Water Tank

C.J. Dean reported that on October 14, 2021, the Town received sealed proposals for the interior repainting, both wet and dry surfaces, for the Plank Road Water Tank. The proposals were opened at 3:00 p.m. with six companies submitting proposals as summarized below:

REPAINT PLANK ROAD WATER TANK

South Hill, VA - October 14, 2021 at 3 PM

Company	On Time	Sealed	Modified	Signed	Rank	Total Bid Price
D and DM Paint, Washington, PA	Y	Y	N	Y	5	\$227,640.00
G K Painting, Lincoln Park, MI	Y	Y	N	Y	6	\$251,000.00
Utility Service, Perry, GA	Y	Y	N	Y	4	\$201,300.00

G & L Tank Sandblasting, TN	Y	Y	N	Y	1	\$171,000.00
Southern Corrosion, NC	Y	Y	N	Y	2	\$194,340.00
Suburban Contractors, LLC, VA	Y	Y	N	Y	3	\$198,500.00

G & L Tank Sandblasting and Coatings, LLC from Shelbyville, Tennessee is the winning contractor. References in Buckingham County have recommended their work. The Town’s insurance carrier VRSA has reviewed the company’s insurance coverage and paperwork, and all appears to be in order. Staff recommends approving contracting with G & L Tank Sandblasting and Coatings, LLC. This expense was budgeted for \$270,000.00 as part of the FY22 budget. The Town gets a one-year warranty. Interior painting normally lasts 15 to 20 years. Because we will be lowering the supply of water, we are going to have to work with the RRSA, Fire Department, and others. It will hopefully take around 30 days to complete. Mayor Marion asked that we do our due diligence in preparation around the tank.

A motion was made by Councilman Honeycutt, second by Councilman Moody, to award the interior repainting contract to G & L Tank Sandblasting and Coatings, LLC for the base price of \$171,000.00. Motion carried unanimously.

10. 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.

Parker Park is now closed, and the restrooms will soon be winterized. Several maintenance tasks (fencing, field work, dugout, and press boxes repairs) will be performed over the next few months. The park will re-open in late February.

ii. Downtown Christmas Events

Mr. Callis shared that the South Hill Chamber of Commerce is again working with several organizations to host the very popular “Hometown Christmas” event downtown beginning December 3. Sections of some streets, including South Mecklenburg Avenue, East Danville Street, and Southeast Main Street will be temporarily closed for various activities. The large Christmas tree will be moved back to its original home next to the Chamber Depot. More information will be forthcoming and shared via the Town’s email broadcast and social media.

iii. Whittles Mill Inspection

Mr. Callis reported that on October 27, 2021, staff met with Erin Williams of the Federal Energy Regulatory Commission (FERC) who conducted a dam safety inspection at Whittles Mill. The inspection is part of the FERC analysis with respect to our application to surrender our exemption. Ms. Williams verbally informed us she saw no safety issues with the dam. She was pleased to see the wiring and transformers had already been removed and the powerhouse was not operational. She did suggest additional signage on the protective fence and noted a minor, non-urgent repair item on the concrete intake structure that can be performed after the weather has been dry for a while. She concurred the old, red building that sits atop the intake structure should be removed even though it is behind the security fence and not readily accessible. She did not know when we might expect a decision from the FERC board regarding our application and potentially turning oversight of the dam over to the Virginia Department of Conservation and Recreation.

B. Finance Report

i. Monthly Financial Report

Sheila Cutrell submitted the financial report for month ended October 31, 2021 as follows:

General Fund	-	\$10,243,759.49	Total Investment Accounts	-	\$15,382,393.67
Water and Sewer Fund	-	3,925,105.94	Total Police Dept. Savings	-	\$ 28,255.62
Cemetery Fund	-	14,785.45	Total Taxes Due Thru 10/31/21	-	\$ 215,284.17
2nd & 3rd Street Project Fund	-	39.11	(Real Estate and Personal Property, all years)		
Food Insecurity Project Fund	-	<u>(180.68)</u>			
Total in Checking	-	\$14,183,509.31			

Councilman Moss mentioned the Investment Gains/Losses on our investment account showed a \$34,000.00 loss in addition to a loss last month with a \$43,000.00 loss this year. Ms. Cutrell stated that is just a change in the market value. The market value goes down as the interest rates go up. Staff is watching it, but this is supposed to be a long-term investment. Even with the decrease, we are still \$106,000.00 to the good in that account. As of October 31, the book yield on that account is 0.50%, the same thing we are earning on our checking account. A withdrawal can be made once a month from that account.

Councilman Moss also mentioned the First Citizens CD shows a loss of \$1,900.00. Ms. Cutrell stated that is basically the same thing, a change in the market value. It is a CD but it fluctuates based on the market; however, you don't lose any money on it. As reported below, the CD was \$250,000.00 originally, \$257,000.00 was transferred.

ii. Maturity of CD with First Citizens Investor Services

Ms. Cutrell reported the Town's \$250,000.00 Certificate of Deposit with First Citizens Investor Services matured on November 1, 2021. Due to the current interest rate market, we will deposit the funds from this Certificate of Deposit into our checking account where it will generate more interest. We will continue to monitor rates with the Virginia Investment Pool and look at investing those funds at a later date.

iii. FY20-21 Audit

Ms. Cutrell informed Council the Fiscal Year 2020-2021 audit is well underway. We anticipate presentation of the audit report by Robin Jones of Creedle, Jones & Associates, P.C. at the December Council meeting.

C. Police Report

Chief Stuart Bowen submitted the police report for October 2021. Chief Bowen informed Council there were 220 activity incidents, 49 reportable criminal offenses, 1239 calls for service, and \$45,830.00 property recovered. Other miscellaneous included 19 court overtime hours, 127 training hours, 26 warrants issued, and 3 inoperative vehicles tagged.

He included the following administrative news:

- Corporal Nathan Bowen and Officer Brandon Campbell attended the Virginia Gang Investigations Conference at Virginia Beach.
- Chief Stuart Bowen and Captain Shane Johnson attended the FBI NAA Virginia Chapter State Conference in Williamsburg.
- All officers completed Fall Qualifications, including Day and Night Firing.
- Donna Burch completed Online VCIN Terminal Agency Coordinator Training as required by Virginia State Police.

D. Municipal Services Report

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

- The contractor on the NE Sewer Project had to blast the rock so the pipe installation could continue. Once the contractor was able to get through the rock, the installation of pipe picked up pace. The contractor is still on schedule to complete the work before the deadline next summer.
- FEMA has approved the reimbursement of the expenses for the February ice storm cleanup and expenses related to the generator usage. The February ice storm, power outage, and cleanup cost the Town of South Hill \$212,913.08. FEMA has obligated \$162,162.96 of the total costs associated with the storm and cleanup. FEMA has turned the project over to VDEM. It is anticipated the Commonwealth will obligate \$42,630.11 of the total storm damage and cleanup. When this occurs, the Town will have recovered \$204,793.07 of the total costs with only \$8,120.02 coming out of the Town's local funds.

Councilman Joseph Taylor congratulated the Director of Municipal Services and the Town Manager on the FEMA reimbursement.

- The Town is also pursuing hazard mitigation matching grants to expand Town capabilities and improve infrastructure with the installation of several backup generators for sewer pump stations.
- The Town is pursuing SGR (State of Good Repair) grant funding to resurface streets recently identified by VDOT surveying.
- The Facility crew has worked over at the library on improving the exterior parts of the building.
- The Public Works crew has flushed fire hydrants from the south side of Town to past the new school at Route 4. On November 1, 2021, the County building inspectors observed a flow test and the system passed to be connected to the water system.
- The accounting staff and water crew received training on the new water meter radio system on November 4.
- The Park crew assisted in the setup for the election.

- The Public Works crew cleaned out the Exchange Warehouse for the county to host the fishing tournament.
- Public Works and Park crews worked at Whittle’s Mill in preparation for the FERC dam safety inspection.

E. Code Compliance Report

i. Monthly Report

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

Inspections Completed	-	58
Permits Issued	-	30
Fees Collected	-	\$ 3,799.77
UEZ Exemption	-	\$ 0
Rehab Exemption	-	\$ 0
General Exemption	-	\$ 167.28
Work Value	-	\$ 5,306,443.00

New businesses for October included:

- Discount Deals, 105 N. Lunenburg Avenue (Retail Sales)
- Save U Time - New Owners, Cali T Inc., 920 E. Atlantic Street (Convenience Store)
- The Chill Zone, 123 S. Mecklenburg Avenue (Specialty Frozen Dessert Café)
- Trimwerx, 1016 W. Danville Street (Wholesale Merchant)

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 40 dilapidated properties.

iii. Code Inspector Activity Report

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

- Spoke with property owner of 125 Clay Street regarding repairs needed and clean up
- Spoke with occupant at 704 Brooke Avenue about trash in yard and trash containers
- Met with Sam Allen regarding work schedules
- Spoke with property owner of 211 Bryan Street regarding clean up
- Met with property owner at 202 Windsor Street regarding work started
- Handled bulk waste complaint at 401 Goodes Ferry Road
- Spoke with family member regarding property at 326 West Atlantic Street
- Spoke with property owner of 209 Bryan Street about Correction Notice
- Checked addresses from inoperable vehicle list 7 for compliance
- Met with Mr. Gregory regarding how inoperable vehicles are processed
- Checked addresses on list number eight inoperable vehicles for letters to be sent out

- Spoke with Mrs. Gooding regarding an inoperable vehicle at 305 Kennedy Street
- Met with Jamie Smiley, Dustin Tanner, and Jamie Barker at 609 Grazier Street regarding pending demolition
- Located inoperable vehicles for list number nine
- Handled trash complaint at 407 and 409 Goodes Ferry Road
- Met with property owner of 1306 Goodes Ferry Road regarding grass complaint
- Created new door tag notices for trash complaints
- Spoke with property owner of 112 Raleigh Avenue to extend project completion date
- Spoke with property owner of 1287 West Danville Street regarding pending Violation Notice
- Handled grass complaint at 704 Goodes Ferry Road
- Checked Mecklenburg Manor regarding inoperable car complaints
- Spoke with contractor regarding grass being cut at 1201 West Danville Street
- Three Notices to cut grass sent out
- Five Correction Notices sent out
- Two Violation Notices sent out
- One demolition bid sheet sent out to contractors
- Ten inoperable vehicle letters sent out
- Submitted inoperable vehicle list nine to the Police Department
- Five inoperable vehicles posted for removal
- One inoperable vehicle removed by Code Compliance
- Eighteen off premise signs removed
- Monitored all Item B properties for progress with one removed

F. Business Development Report

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

- We continue the push of recruiting businesses in the downtown and the former Gordmans location as well as new restaurants around Town.
- The Town of South Hill and the South Hill Chamber of Commerce were awarded \$50,000.00 per organization from the Business District Resurgence Grant and were recognized in the Governor’s Press Release on October 20, 2021. The Town will utilize our portion as a match to our current Façade and Up-Fit Grant programs to enhance the downtown.
- We are continuing to work with the Southside Planning District Commission on the Small Business Recovery Grant Pool. To date, 52 businesses have received grant funds totaling \$478,272.27 (\$21,727.73 in funds remain.)
- On November 9, 2021, the Department of Housing and Community Development will be touring South Hill and preparing for the Community Round Table Event at the Dogwood Auditorium that will run from 5:00 p.m. to 8:00 p.m. and pick back up on November 10 from 9:00 a.m. to 12 p.m. This is part of the Rural Community Development Initiative being overseen by the South Hill Chamber of Commerce.

G. Human Resources Report

Carol Hutchinson submitted the following administrative news for October 2021:

- October 3 – 5, 2021, Kim Callis attended the Virginia Municipal League Annual Conference in Leesburg.
- October 13 – 14, 2021, Kim Callis attended the Virginia Association of Planning District Commission’s (VAPDC) Leadership Retreat.
- October 12 – 21, 2021, Anna Cratch attended the Virtual Institutes and Academy provided by the Virginia Municipal Clerks Association (VMCA) and Virginia Commonwealth University (VCU). Anna received the following Certificates of Completion:
 - Municipal Clerk Fundamentals
 - Virginia General Assembly Legislative Update
 - Understanding Emotional Intelligence and Leadership Styles
 - Records Management Fundamentals for Municipal Clerks
 - Building Inclusive Communities
 - Virginia Freedom of Information Act (FOIA) Essentials
 - Parliamentary Procedure for Municipal Clerks
 - Mitigating Terrorism in our Communities
 - Leadership Virtual Escape Room
 - Emerging from the Pandemic: Requirements for Electronic Records and Meetings
 - Knowledge Transfer Virtual Rooms
- Interviews were held for Maintenance Operator I – Street Department. Christopher Henson was hired for the position.
- The South Hill Masonic Lodge #297 honored Kim Callis with their Community Builders Award on October 21, 2021. The Community Builders Award is granted to an individual that exemplifies the significant efforts toward making the community a better place in which to live.

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

11. COMMITTEE REPORTS

There were no committee reports.

12. OLD BUSINESS

There was no old business.

13. NEW BUSINESS

A. The Colonial Center Non-Profit Status

Councilman Honeycutt asked about the status of the Colonial transfer to non-profit. Kim Callis reported the paperwork has been sent to the IRS. The CDA has done everything it needs to do. The moment the IRS grants the non-profit status, the next day it can happen. The attorney Brad Ridlehoover said it will likely be the end of this year or early next year before we get the non-profit status determination from the IRS.

B. South Hill Volunteer Fire Department (SHVFD) Legal Fees

Councilman Honeycutt informed Council he talked with Grady Waters, President of the SHVFD, last week. In his opinion, Councilman Honeycutt stated he sees a gross misconduct of errors that has trickled down over the years. A part-time assistant was first hired in 1986. Kim Callis mentioned they had always been considered employees until the pandemic. Councilman Honeycutt stated that to date, the SHVFD has paid approximately \$18,000.00 in legal fees to ward off speculations/accusations at no fault of their own. He went on to say they need air tanks and have used some of the safety equipment money to pay their attorney, Randy Sparks. To bring closure, **Councilman Honeycutt made a motion** to pay the \$18,000.00 and any additional fees accrued until this process is over. Councilman Moody commented he is not saying he is opposed to it, but he asked if this has gone through the Fire Department Committee for recommendation. Upon further discussion, **Councilman Honeycutt retracted his former motion and made a motion, second by Councilman Moss**, that a meeting be held with the Fire Department Committee and if it is in agreeance, that a special called meeting be held to expedite the reimbursement to the SHVFD for their legal fees of \$18,000.00. Councilman Honeycutt commented we need to make the wrong right.

While stating his honor and congratulations to the SHVFD, Councilman Joseph Taylor mentioned there is no budgetary evidence our Fire Department as a separate public agency is being deprived of any equipment in any way. He went on to say it would establish a dangerous precedent for the Town Council to pay the legal fees of a separate public agency when we are not even engaged in litigation; we have simply had a disagreement as to part-time labor. When asked by Councilman Honeycutt, Sheila Cutrell and Kim Callis agreed they did not think it would jeopardize the Town financially to pay the legal fees. Councilman Moss mentioned if he were the cause of someone having to occur legal fees, he would feel responsible for reimbursing those fees. Town Attorney Estes recommended that culpability items with the Town be discussed in Closed Session. He also stated it is not appropriate for a public body to have an open-ended budgetary appropriation of funds. You have to have invoices and approve them.

A motion was made by Councilman Ben Taylor, second by Councilman Moody, to call the question, to stop debate and vote on the pending question regarding SHVFD legal fees. Motion carried unanimously to vote immediately. Motion carried 5 to 2 that a meeting be held with the Fire Department Committee and if it is in agreeance, that a special called meeting be held to expedite the reimbursement to the SHVFD for their legal fees of \$18,000.00. The requested **roll-call vote** was voiced as follows:

Councilwoman Feggins-Boone-No	Councilman Graham-Aye
Councilman Honeycutt-Aye	Councilwoman Luster-Absent
Councilman Moody-Aye	Councilman Moss-Aye
Councilman Ben Taylor-Aye	Councilman Joseph Taylor-No.

14. CLOSED SESSION

Real Estate – § 2.2-3711(A)(3), Legal – § 2.2-3711(A)(7) and (8), and Personnel – § 2.2-3711(A)(1)

Pursuant to Real Estate – § 2.2-3711(A)(3), Legal – § 2.2-3711(A)(7) and (8), and Personnel – § 2.2-3711(A)(1) of the Code of Virginia and on **motion of Councilman Moody**, and **second of Councilman Honeycutt**, the South Hill Town Council entered into **Closed Session** to discuss a Real Estate matter involving the Disposition of Surplus Property, Legal matters involving a Potential Vendor Dispute and FOIA, and Personnel matters involving FOIA and Employee Safety and Welfare. Motion carried unanimously.

There was no action taken while in Closed Session on the Real Estate, 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)(3), (7), (8), and (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 this 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 South Hill Town Council. **A motion was made by Councilman Moss, second by Councilman Moody, to approve Resolution 356, dated November 8, 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-Aye	Councilwoman Luster-Absent
Councilman Moody-Aye	Councilman Moss-Aye
Councilman Ben Taylor-Aye	Councilman Joseph Taylor-Aye.

Motion carried unanimously.

15. OPEN SESSION

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

16. ADJOURNMENT

There being no further business matters before the South Hill Town Council, Mayor Marion adjourned the meeting at 9:51 p.m.

VALIDATION

Minutes approved this ____ day of _____, 20____.

Anna B. Cratch, Town Clerk

Dean Marion, Mayor

Resolution of Appreciation

INDUSTRIAL DEVELOPMENT AUTHORITY

— OF THE —

Town of South Hill

Whereas, Stephen E. Watkins, Jr. was appointed by the Town of South Hill to serve on the Board of Directors of the Industrial Development Authority of the Town of South Hill, Virginia, commencing on December 18, 1995, to succeed the late Horace Clark, and

Whereas, Stephen E. Watkins, Jr., continued to serve in said capacity and was subsequently reappointed for successive terms from June 14, 2005 until his retirement in May of 2021, and

Whereas, Stephen E. Watkins, Jr. served as Treasurer until he was elected Chairman of the Board of Directors of the Authority from June 14, 2005 until his retirement, and

Whereas, during his service to the Authority as a Director and Officer, the Authority was instrumental in the formation and development of the North End Industrial Park, the Interstate Industrial Park, and the Hillcrest Industrial Park, and the participation in financing for Community Memorial Healthcenter, its acquisition of the Leggett Center, development of the Hendricks Cancer Center and Solari Radiation Center, along with other CMH projects; the acquisition of the abandoned Atlantic and Danville Railroad property used in part for the location of the DMV area office, Southside Planning Commission and Veterans Memorial Park; and the facilitation of economic development efforts including BGF Industries, Jones Apparel, Golden Leaf Tobacco Warehouse, Southern Textiles and sales of parcels for the location of Microsoft's future development, which activities have given critical impetus and support to the development of the Town of South Hill and the community at large, and

Whereas, the leadership and vision of Stephen E. Watkins, Jr. as a Director and Officer of the Industrial Development Authority of the Town of South Hill has substantially contributed to the direction of the Authority for over a quarter of a century, and


Whereas, the remaining members of the Board of Directors of the Authority desire to formally express their appreciation and gratitude and that of the community to Stephen E. Watkins, Jr. for his unfailing and dedicated service as Director and Officer of the Authority

Now, therefore, be it resolved, that the Board of Directors of the Industrial Development Authority of the Town of South Hill, Virginia, at its regular meeting held on October 14th, 2021, hereby recognizes and expresses its gratitude for the many contributions of Stephen E. Watkins, Jr. to the Authority rendered during his years of service as a Director and Officer.

Be it further resolved, that this Resolution be spread on the official minutes of the meeting and that a certified copy be presented to Stephen E. Watkins, Jr.

WITNESS the following signatures and seals:

Attest:


James A. Butts, III, Secretary (SEAL)


Spencer M. Crowder, Chairman (SEAL)

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 46 Fire Prevention and Protection, Article 1I Administration and Enforcement, Division 2 Fire Department be amended by repealing Section 46-52. The deleted language is stricken.

~~Sec. 46-52 Residence requirements of chief and assistant chiefs.~~

~~The chief and assistant chiefs of the volunteer fire department shall reside within the corporate limits of the town unless approval as to exception is made by a majority of council.~~

Done in the Town of South Hill, Virginia, this 8th day of November, 2021.

Town of South Hill, Virginia

By: 
Dean Marion, Mayor

ATTEST:


Anna B. Cratch, Town Clerk

3191
Anna
Speaking for group

November 1, 2021

To: The Town Council and Planning Commission of the Town of South Hill

Petition is being submitted to stop the rezoning for the property located on Raleigh Avenue, tax parcel number 35688. The rezoning is calling for the change of Single-family residential R1-15 to Townhouse/condominium R2-8.

The purpose of this PETITION is to stop the rezoning and allow the community to remain as a single-family residential.

The effects our community may face should this rezoning pass:

1. Property value depreciation in the subdivision and surrounding homeowners in the community.
2. Increase of foot traffic (i.e. dog walkers, joggers put community on edge not knowing intentions of random people).
3. Unknown number of dwellings per acre lot.
4. How likely will unit become rental unit if not sold—will have high turnover rate of residency.
5. Loss of privacy.
6. No boundaries throughout wooded areas, which is an invitation for people to wander throughout neighboring properties.
7. No noise ordinance set in place.
8. Storm drain easement gives access to everyone's backyard within the subdivision as well access to families located on High Street.

It's IMPORTANT that our community support these issues and keep it zoned as a SINGLE-FAMILY detached dwelling.

Thank you for your support.



You'll like the view from
South Hill

Town of South Hill

Incorporated 1901

ADMINISTRATION
(434) 447-3191

CODE COMPLIANCE
OFFICIAL
(434) 447-5041

PUBLIC WORKS
(434) 447-3191

RESOLUTION ENDORSING THE SOUTH HILL BYPASS/ EAST ATLANTIC STREET PROJECT

WHEREAS, in accordance with the Commonwealth Transportation Board construction allocation procedures, it is necessary that a resolution be received from the sponsoring local jurisdiction or agency requesting the Virginia Department of Transportation (VDOT) to establish a project in the Town of South Hill.


NOW, THEREFORE, BE IT RESOLVED, that the Town of South Hill requests the Commonwealth Transportation Board to establish a project to be identified as the South Hill Bypass/East Atlantic Street Project.

BE IT FURTHER RESOLVED THAT: The Town of South Hill agrees to provide its share of the total cost for preliminary engineering, right-of-way, and construction of this project in accordance with the project financial documents subject to appropriation.

BE IT FURTHER RESOLVED THAT: The Town of South Hill agrees to enter into a project administration agreement with VDOT and provide the necessary oversight to ensure the project is developed in accordance with all applicable federal, state, and local requirements for design, right-of-way acquisition, and construction of the project.

Adopted this 8th day of November, 2021.

Attest: 
Anna B. Cratch, Town Clerk


Dean Marion, Mayor

**CERTIFICATE OF THE CLERK
OF THE TOWN COUNCIL OF
THE TOWN OF SOUTH HILL, VIRGINIA**

The undersigned Clerk of the Town Council of the Town of South Hill, Virginia, hereby certifies that the Resolution which is hereto attached, was adopted at the regular meeting of the South Hill Town Council held at 7:00 pm on Monday, November 8, 2021 at 211 S. Mecklenburg Avenue, South Hill, Virginia 23970 with the following members present who remained in attendance throughout and constituted a quorum:

Lillie Feggins-Boone

Alex Graham

Gavin L. Honeycutt

Mike Moody

Shep Moss

Ben Taylor

Joseph E. Taylor, Jr.

Councilwoman Delores B. Luster was absent from the meeting.

On motion by Councilman Moody, seconded by Councilman Honeycutt, the Town Council of the Town of South Hill voted unanimously to adopt the forgoing RESOLUTION endorsing the South Hill Bypass/East Atlantic Street Project.

Given under my hand this 8th day of November, 2021.


Clerk

NOTE: The following section is applicable when a scanned or photocopy version is made and submitted. Do not include if an original is submitted:

STATE OF VIRGINIA
TOWN OF SOUTH HILL

Attested Photocopy:

On this 8th day of November, 2021, I Anna B. Cratch, attest that the preceding document is a true, exact, complete and unaltered photocopy made by me of the Resolution Endorsing the South Hill Bypass/East Atlantic Street Project.


Clerk



**SOUTH HILL TOWN COUNCIL
REGULAR MEETING AGENDA
MONDAY, NOVEMBER 8, 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 – October 12, 2021
5. South Hill IDA – Resolution for Steve Watkins
6. Citizens to Address Council *(Comments are limited to three minutes.)*
7. Public Hearings
 - A. Kim Callis – Amendment to Repeal Section 46-52 of the Town Code regarding Residence Requirements for the Chief and Assistant Chiefs of the Volunteer Fire Department
 - B. David Hash – RE 2021-6, Request by Jireh Construction Company, Inc. to rezone a property on Raleigh Avenue between W. Atlantic Street and Forest Hill Drive from single-family residential R1-15 to townhouse/condominium R2-8
8. Town Manager Report
 - A. Fire Department Part-Time Position Description
9. Municipal Services Report
 - A. Interior Wet and Dry Surface Repainting of the Plank Road Water Tank
10. Reports to Approve as Presented
 - A. Town Manager Report
 - i. Facilities Reservation Calendar
 - ii. Downtown Christmas Events
 - iii. Whittles Mill Inspection
 - B. Finance Report
 - i. Monthly Financial Report
 - ii. Maturity of CD with First Citizens Investor Services
 - iii. FY20-21 Audit
 - 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
11. Committee Reports
12. Old Business
13. New Business

14. Closed Session
 - A. Real Estate, Section 2.2-3711 (A)(3)
 - B. Legal, Section 2.2-3711 (A)(7) and (8)
 - C. Personnel, Section 2.2-3711 (A)(1)
15. Open Session
16. Adjournment