



## SOUTH HILL TOWN COUNCIL

### SPECIAL MEETING MINUTES

**MONDAY, AUGUST 8, 2022, 6:00 P.M.**

A special meeting of the South Hill Town Council was held on Monday, August 8, 2022 at 6:00 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 held to discuss Legal matters involving consultation with counsel on personnel oversight and related laws, control of Town property, and requirements under FOIA; and a Personnel matter involving manager employment agreement. Town Clerk Anna Cratch took minutes of the meeting.

#### **1. CALL TO ORDER**

Honorable Mayor Dean Marion called the regular meeting to order at 6:00 p.m.

#### **2. ROLL CALL**

Mayor Marion called upon Town Clerk 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 absent from the meeting.

##### **B. Staff in Attendance**

Kim Callis, Town Manager  
Sheila Cutrell, Dir. of Finance and Admin.  
Kristine Martin, HR Manager

Anna B. Cratch, Town Clerk  
C.J. Dean, Dir. Of Municipal Services  
Howard P. Estes, Jr., Town Attorney

#### **3. CLOSED SESSION**

##### **Legal – § 2.2-3711 A(8) and Personnel – § 2.2-3711 A(1)**

Pursuant to Legal – § 2.2-3711 A(8) and Personnel – § 2.2-3711A(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 Legal matters involving consultation with counsel on personnel oversight and related laws, control of Town property, and requirements under FOIA; and a Personnel matter involving manager employment agreement. The motion carried unanimously. The Mayor announced publicly in the meeting that the South Hill Town Council was now in Closed Session.

In addition to the Mayor and Town Council members, Council requested the presence, in the entirety of the Closed Session, of Kim Callis, Anna Cratch, and Howard Estes. Sheila Cutrell and C.J.

Dean were only present during the first Legal discussion. They left the meeting during the Personnel discussion. Kristine Martin and Councilman Honeycutt left the meeting during the last Legal discussion.

#### 4. OPEN SESSION

A motion was made by Councilwoman Feggins-Boone, second by Councilman Moody, that the Closed Session be adjourned and that the South Hill Town Council reconvene its meeting in **Open Session**. The motion carried unanimously. The South Hill Town Council reconvened in Open Session.

#### RESOLUTION CERTIFYING CLOSED SESSION

A motion was made by Councilman Moody, second by Councilman Joseph Taylor, that the minutes of this meeting reflect that no formal action was taken in the Closed Session and further moved that a Resolution Certifying the Closed Session be adopted and reflected in the minutes of this meeting as follows:

**WHEREAS**, the South Hill Town Council convened in Closed Session on this date by an affirmative recorded vote and in accordance with the provisions of the Virginia Freedom of Information Act:

**NOW THEREFORE, BE IT RESOLVED**, that the South Hill Town Council does hereby certify that to the best of each member's knowledge, (1) only public business matters lawfully exempted from open meeting requirements under the Freedom of Information Act were discussed in the Closed Session to which this certification applies, and (2) only such public business matters as were identified in the motions by which the said Closed Session was convened were heard, discussed, or considered by the South Hill Town Council. The motion passed via **roll call vote** 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.

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

#### 5. ADJOURNMENT

There being no further business matters before the South Hill Town Council, Mayor Marion adjourned the special meeting at 7:43 p.m.

#### VALIDATION

Minutes approved this \_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_\_.

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Anna B. Cratch, Town Clerk

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Dean Marion, Mayor



**SOUTH HILL TOWN COUNCIL  
SPECIAL MEETING AGENDA  
MONDAY, AUGUST 8, 2022, 6:00 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. Roll Call
3. Closed Session
  - A. Legal, Section 2.2-3711 A(8) to discuss matters involving consultation with counsel on personnel oversight and related laws
  - B. Personnel, Section 2.2-3711 A(1) to discuss a matter involving manager employment agreement
  - C. Legal, Section 2.2-3711 A(8) to discuss matters involving consultation with counsel on control of town property and requirements under FOIA
4. Open Session
5. Adjournment