



SOUTH HILL TOWN COUNCIL

SPECIAL MEETING MINUTES

TUESDAY, JANUARY 24, 2023, 6:00 P.M.

A special meeting of the South Hill Town Council was held on Tuesday, January 24, 2023 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 the appropriation of funds for the South Hill Volunteer Fire Department (SHVFD), a Legal matter involving consultation with counsel for guidance regarding potential litigation, and a Personnel matter involving employee performance. Town Clerk Anna Cratch took minutes of the meeting.

1. CALL TO ORDER

The Honorable Mayor Dean Marion called the special 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	Ashley C. Hardee	Gavin Honeycutt
Delores Luster	Mike Moody	Shep Moss
Michael Smith	Joseph E. Taylor, Jr.	

B. Staff in Attendance

Stuart Bowen, Police Chief	Kim Callis, Town Manager
Anna B. Cratch, Town Clerk	Sheila Cutrell, Dir. of Finance and Admin.
C.J. Dean, Dir. of Municipal Services	Kristine Martin, HR Manager
Michael Vaughan, Fire Dept. Admin.	Howard P. Estes, Jr., Town Attorney

3. APPROVAL OF AGENDA

A motion was made by Councilor Moody, second by Councilor Honeycutt, to approve revisions to the agenda for January 24, 2023 moving the Appropriation of Funds for the SHVFD as the first item of business and adding Legal, Section 2.2-3711 A(7) under Closed Session. The motion carried unanimously.

4. APPROPRIATION OF FUNDS FOR SHVFD

Mayor Marion informed Council that at the January 9, 2023 meeting, Council voted to reimburse the SHVFD \$18,200.94 for legal expenses, as requested by Grady Waters, once paid receipts are received. Mayor Marion requested a motion be made to appropriate these funds from the General Fund balance.

A motion was made by Councilor Moody, second by Councilor Honeycutt, to appropriate \$18,200.94 from the General Fund balance for payment to the South Hill Volunteer Fire Department for

legal expenses (payment was approved at the January 9, 2023 Town Council meeting.) The motion passed via **roll-call vote** as follows:

Councilor Feggins-Boone-Aye	Councilor Hardee-Aye
Councilor Honeycutt-Aye	Councilor Luster-No
Councilor Moody-Aye	Councilor Moss-Aye
Councilor Smith-Aye	Councilor Taylor-No.

5. CLOSED SESSION

Legal – Pursuant to Virginia Code § 2.2-3711 A(7) and Personnel – § 2.2-3711 A(1)

Pursuant to Virginia Code Sections 2.2-3711 A(7) and (1) - Legal and Personnel matters, and on **motion of Councilor Honeycutt and second of Councilor Luster**, the South Hill Town Council entered into **Closed Session** to discuss a Legal matter involving consultation with counsel for guidance regarding potential litigation, and a Personnel matter involving employee performance. 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 Anna Cratch, Howard Estes, and Kristine Martin. Kim Callis was present briefly to answer a few questions before being asked to recuse himself.

6. OPEN SESSION

A motion was made by Councilor Honeycutt, second by Councilor Luster, 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 Councilor Honeycutt, second by Councilor Luster, 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:

Councilor Feggins-Boone-Aye	Councilor Hardee-Aye
Councilor Honeycutt-Aye	Councilor Luster-Aye
Councilor Moody-Aye	Councilor Moss-Aye
Councilor Smith-Aye	Councilor Taylor-Aye.

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

7. ADJOURNMENT

There being no further business matters before the South Hill Town Council, Mayor Marion adjourned the special meeting at 9:12 p.m.

VALIDATION

Minutes approved this ____ day of _____, 20____.

Anna B. Cratch, Town Clerk

Dean Marion, Mayor