



## SOUTH HILL TOWN COUNCIL

### SPECIAL MEETING MINUTES

**MONDAY, MARCH 13, 2023, 6:00 P.M.**

A special meeting of the South Hill Town Council was held on Monday, March 13, 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 Legal matters involving consultation with counsel for advice on a potential claim and personnel matters regarding work assignments. 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  
Delores Luster  
Joseph E. Taylor, Jr.

Ashley C. Hardee  
Shep Moss

Gavin Honeycutt  
Michael Smith

Councilor Mike Moody was absent from the meeting.

##### B. Staff in Attendance

Anna B. Cratch, Town Clerk  
Howard P. Estes, Jr., Town Attorney

Kristine Martin, HR Manager

#### 3. CLOSED SESSION

##### Pursuant to Virginia Code Sections 2.2-3711 A(8) Legal and 2.2-3711 A(1) Personnel

Pursuant to Virginia Code Sections 2.2-3711 A(8) Legal and 2.2-3711 A(1) Personnel, and on **motion** of **Councilor Honeycutt** and **second** of **Councilor Luster**, the South Hill Town Council entered into **Closed Session** to discuss Legal matters involving consultation with counsel for advice on a potential claim and personnel matters regarding work assignments. The motion passed via **roll call vote** as follows:

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

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.

#### 4. 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 passed via **roll call vote** as follows:

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

The South Hill Town Council reconvened in Open Session.

#### RESOLUTION CERTIFYING CLOSED SESSION

A motion was made by Councilor Honeycutt, second by Councilor Feggins-Boone, 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-Absent	Councilor Moss-Aye
Councilor Smith-Aye	Councilor 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 7:12 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