



**SOUTH HILL TOWN COUNCIL
REGULAR MEETING MINUTES
MONDAY, APRIL 8, 2024, 7:00 P.M.**

The regular monthly meeting of the South Hill Town Council was held on Monday, April 8, 2024 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 at <https://www.youtube.com/@southhillva/live>. Town Clerk Anna Cratch took minutes of the meeting.

I. OPENING

As the prior special meeting exceeded the expected timeframe, the Honorable Mayor Dean Marion called the regular meeting to order at 7:10 p.m. 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
Dr. Lisa Jordan	Delores Luster	Mike Moody
Michael Smith	Joseph E. Taylor, Jr.	

B. Staff in Attendance

Keli Reekes, Town Manager	Stuart Bowen, Police Chief
Krystle Connell, Dir. of Finance and Admin.	Anna B. Cratch, Town Clerk
C.J. Dean, Dir. of Municipal Services	David Hash, Code Compliance Official

II. APPROVAL OF AGENDA

A motion was made by Councilor Honeycutt, second by Councilor Moody, to approve the agenda for April 8, 2024. The motion carried unanimously.

III. FY24 AUDIT PRESENTATION BY ROBIN JONES

Mayor Marion and Robin Jones with Creedle, Jones & Associates, P.C. thanked Krystle Connell and her staff for their assistance with the Annual Comprehensive Financial Report for year ended June 30, 2023. Ms. Jones reported the audit went well. It was a clean report with no findings or internal control issues.

IV. CITIZENS TO ADDRESS COUNCIL

At this point in the meeting, the following citizen(s) addressed Council:

- Floyd Edmonds – appreciation of support with Shaggin For A Cause which raised over \$43,000 for the Mecklenburg County Cancer Association
- Wade Crowder – dissatisfaction with how blacktop areas are chosen

V. PUBLIC HEARINGS

A. SE 2024-1, Request by Kaylynn Priday to utilize the property owned by Rag Man II Properties, LLC at 305 E. Main Street as a tattoo/body piercing salon – David Hash

David Hash informed Council that a Notice of Public Hearing was published which asked for comments regarding the SE 2024-1 request by Kaylynn Priday to utilize the property owned by Rag Man II Properties, LLC at 305 E. Main Street as a tattoo/body piercing salon. At its April 1 meeting, the South Hill Planning Commission recommended Council approval.

Mr. Hash opened the Public Hearing.

- Wade Crowder inquired about the location and commented a tattoo parlor is needed.

Mr. Hash closed the Public Hearing.

A motion was made by Councilor Moody, second by Councilor Honeycutt, to approve the SE 2024-1 request by Kaylynn Priday to utilize the property owned by Rag Man II Properties, LLC at 305 E. Main Street as a tattoo/body piercing salon. The motion passed 7 to 1 with Councilor Luster casting the negative vote.

VI. ADMINISTRATIVE REPORTS

A. Consent Agenda

1. Minutes

- a. March 11, 2024 Regular Meeting**
- b. March 20, 2024 Budget Work Session 1**
- c. March 27, 2024 Budget Work Session 2**

2. Monthly Financial Report

Krystle Connell submitted the financial report as follows:

General Fund	- \$ 6,243,117.25	Total Investment Accounts	- \$27,500,301.86
Water and Sewer Fund	- 1,709,028.92	Total Police Dept. Savings	- \$ 47,515.05
Cemetery Fund	- 19,731.45	Total Taxes Due Thru 3/31/24	- \$ 417,038.97
Total in Checking	- \$ 7,971,877.62	(Real Estate and Personal Property, all years)	

A motion was made by Councilor Honeycutt, second by Councilor Luster, to approve the consent agenda. The motion carried unanimously.

B. Items for Approval

1. Town Manager Report

- a. Public Hearing for Proposed FY24-25 Budget and Rates**

Keli Reekes reported staff has completed a series of meetings with Department Heads and Town Council to prepare the Town budget and rates for FY24-25. The requested budget was distributed to Council on March 11 for review for the budget work sessions on March 20 and March 27.

Staff recommends holding the Public Hearing on May 13, which would be advertised in the May 1 edition of the local newspaper. Adoption of the budget and appropriation of funds would be scheduled for June 11, 2024.

A motion was made by Councilor Moody, second by Councilor Feggins-Boone, to advertise for a Public Hearing on the proposed FY24-25 budget, tax rates, and water and sewer rates at 7:00 p.m. on May 13, 2024 at the South Hill Town Hall. The motion carried unanimously.

b. Spring Cleanup Project

Mrs. Reekes informed Council weather permitting, staff is proposing that Council designate the week of April 15-19, 2024 as Spring Clean Up Week. This is an effort to encourage residents to remove visible bulky waste, litter, and debris from their property.

On Monday through Thursday of that week, our Public Works team will collect individual bulky waste items that residents place curbside and that can be lifted by Town personnel without the use of equipment. These items include furniture, appliances, mattresses and similar items. Town staff will also collect trash that has been placed curbside in fully tied, fully intact, heavy duty garbage bags.

These items must be placed curbside in a location that will not interfere with the regular trash and recycling collection by Green For Life. Items may be placed curbside beginning Sunday, April 14 and not later than noon on Thursday, April 18. Town staff will collect curbside items from 7:00 a.m. on Monday, April 15 until noon on Friday, April 19. The effort will be communicated via utility bill inserts, social media, and other appropriate channels.

A motion was made by Councilor Honeycutt, second by Councilor Hardee, to designate April 15-19, 2024 as South Hill Spring Clean Up Week. The motion carried unanimously.

C. Reports to Accept as Presented

For efficiency, the following reports for March 2024 were presented as a group to accept as presented.

1. Town Manager Report

a. Facilities Reservation Calendar

Keli Reekes submitted a calendar of activities and reservations at Centennial Park, Parker Park, the South Hill Exchange, and other Town facilities. The calendar is up to date at the time the Council packets are distributed, but it changes frequently as new reservations are made.

b. South Hill Volunteer Fire Department (SHVFD) Report

Chief Vaughan submitted the fire report. He reported the SHVFD responded to 56 total alarms with an average of 15 volunteers present per call. The current volunteer roster is 43. Calls responded to in Town were 33, within the county district were 23, and involving fire were 6. Mutual aid

given was 11, and automatic aid received was 25. Training included FFII, RIT, and Confined Space. Administrative news was shared.

2. Police Report

Chief Bowen submitted the police report. He reported there were 547 activity incidents, 47 reportable criminal offenses, 1,346 calls for service, and \$31,483 property recovered. Other miscellaneous included 9 court hours, 124 training hours, 61 warrants issued, and 2 inoperative vehicles tagged. Administrative news was shared.

3. Municipal Services Report

C.J. Dean submitted the municipal services report on the following:

- Town staff's excellent response to recent gasoline spill
- hydraulic issues with garbage collection trucks
- Plank Road waterline project
- Lead and Copper inventory
- RedZone Robotics
- upcoming ball seasons at the Park

4. Code Compliance Report

a. Report of Activity

David Hash submitted the report of activity as follows:

Inspections Completed	-	49
Permits Issued	-	27
Fees Collected	-	\$ 28,851.03
UEZ Exemption	-	\$ 0
Rehab Exemption	-	\$ 0
General Exemption	-	\$ 0
Work Value	-	\$ 6,545,894.00

New businesses included:

- Thrift & Gift – 935 W. Atlantic Street (flea market vendor)
- Bailey's Brand – 935 W. Atlantic Street (flea market vendor)
- Creekmore Brothers General Merchandise – 935 W. Atlantic Street (flea market vendor)
- Macmadeseedsandstems – 935 W. Atlantic Street (flea market vendor)
- Amy's Treasure Trove – 935 W. Atlantic Street (flea market vendor)
- Wilson's BBQ and Seafood – 1224 W. Danville Street (restaurant)
- Many Roads – 935 W. Atlantic Street (flea market vendor)
- I Slay – 112 S. Brunswick Avenue (hair salon)
- Highway Hobby – 101 N. Brunswick Avenue (retail hobby store)
- Kyeshuan Hardy – 935 W. Atlantic Street (flea market vendor)
- Second Hand Swag – 935 W. Atlantic Street (flea market vendor)
- Old Dominion Armament – 408 W. High Street (home-based business)
- Ron Griggs – 935 W. Atlantic Street (flea market vendor)

b. Dilapidated Properties

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Along with the list of completed dilapidated properties, a report on the status of approximately 62 dilapidated properties was also presented.

5. Business Development Report

Brent Morris submitted the business development report on the following:

- Retail Strategies contract renegotiation
- prospective businesses
- plans for new police department
- seeking grants to assist with project costs
- acquisition of commercial property for future development
- staff training for editing new website

6. Human Resources Report

Kristine Martin submitted the human resources report on the following:

a. Training/Meetings

- Ryan Powell, Wastewater Operator IV, attended the Annual Industrial Waste and Pretreatment Conference in Richmond.

b. Years of Service

- Ryan Durham – 15 years of service
- Brandon Fleming – 20 years of service

c. Employment News

- Coley Williams began employment as a Maintenance Operator in the Streets Department on April 8, 2024.
- Chris Parrott was promoted to Lieutenant effective April 6, 2024.
- Russ Inge was promoted to Corporal effective April 6, 2024.
- The Town is recruiting for a Grounds Technician in the Parks and Grounds Department.

A motion was made by Councilor Moody, second by Councilor Feggins-Boone, to accept the reports as presented. The motion carried unanimously.

VII. APPOINTMENTS

A. South Hill Industrial Development Authority (IDA)

Mayor Marion reported that the IDA appointments of Randy Crocker and Spencer Crowder expire May 5, 2024. Both have been contacted and agree to serve another four-year term if Council so desires.

A motion was made by Councilor Moody, second by Councilor Hardee, to reappoint Randy Crocker to another four-year term on the IDA Board commencing May 6, 2024 and ending May 5, 2028. The motion carried unanimously.

A motion was made by Councilor Moody, second by Councilor Hardee, to reappoint Spencer Crowder to another four-year term on the IDA Board commencing May 6, 2024 and ending May 5, 2028. The motion carried unanimously.

VIII. OTHER BUSINESS

No items were presented under Other Business.

IX. ADJOURNMENT

There being no further business matters before the South Hill Town Council, Mayor Marion adjourned the meeting at 7:36 p.m.

VALIDATION

Minutes approved this _____ day of _____, 20_____.

Anna B. Cratch, Town Clerk

Dean Marion, Mayor