



**SOUTH HILL TOWN COUNCIL  
REGULAR MEETING MINUTES  
MONDAY, AUGUST 12 2024, 7:00 P.M.**

The regular monthly meeting of the South Hill Town Council was held on Monday, August 12, 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>.

**I. OPENING**

Honorable Mayor Dean Marion called the regular meeting to order at 7:20 p.m. Mayor Marion called upon Interim Clerk of Council Krystle Connell 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             | Krystle Connell, Dir. of Fin. and Admin. |
| C.J. Dean, Dir. of Municipal Services | Stuart Bowen, Police Chief               |
| Kristine Martin, HR Manager           | Greg Geist, Deputy Police Chief          |

**II. APPROVAL OF AGENDA**

**A motion was made by Councilor Honeycutt, second by Councilor Feggins-Boone, to approve the agenda for August 12, 2024. The motion carried unanimously.**

**III. RECOGNITION- STUART BOWEN, CHIEF OF POLICE**

Mayor Marion and Keli Reekes presented Chief Bowen with a Certificate of Appreciation for his honorable and commendable eight years of service as Chief of Police for the Town of South Hill.

**IV. CITIZENS TO ADDRESS COUNCIL**

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

- Stephanie Webb – “Employee Appreciation” for Benchmark Community Bank at Centennial Park on Sunday, September 15, with food trucks and an ice cream truck that afternoon.

**A motion was made by Councilor Moody, second by Councilor Honeycutt, to approve the Benchmark Community Bank event to be held at Centennial Park on Sunday, September 15, 2024. The motion carried unanimously.**

- Wade Crowder- Handicapped door on front of Town Hall is broken, Oakwood Cemetery headstones on ground, complaint about South Hill Elementary School pickup with backed up traffic, Town/CDA complaint about paying for Makers Market.
- Paul Duffer- Complaint about Council meeting beginning at 7:20 p.m. instead of scheduled 7:00 p.m.; out of town customer complaint about Council and taxpayers having a right to know what the Town is doing with their money.
- Jon Duffer- Complaint about South Hill Chamber of Commerce Executive Director, Sandra Tanner.
- Dr. Julius Hite- Complaint about interference of his business phone/internet/fax/credit card acceptance with Brightspeed, resulting in a 28% decrease in business beginning in July after the Nutrien Ag Solutions fire. Also expressed displeasure with off-color signage in Town.

**V. ADMINISTRATIVE REPORTS**

**A. Consent Agenda**

**1. Minutes**

**a. July 8, 2024 Special Meeting**

**b. July 8, 2024 Regular Meeting**

**2. Monthly Financial Report**

Krystle Connell submitted the financial report as follows:

|                      |                   |  |                   |
|----------------------|-------------------|--|-------------------|
| General Fund         | - \$ 5,726,067.44 | Total Investment Accounts                      | - \$27,308,140.50 |
| Water and Sewer Fund | - 1,130,574.51    | Total Police Dept. Savings                     | - \$ 47,564.02    |
| Cemetery Fund        | - 19,731.45       | Total Taxes Due Thru 7/31/24                   | - \$ 355,917.07   |
| Total in Checking    | - \$ 6,876,373.40 | (Real Estate and Personal Property, all years) |                   |

**A motion was made by Councilor Honeycutt, second by Councilor Feggins-Boone, to approve the consent agenda. The motion carried unanimously.**

**B. Items for Approval**

**1. Town Manager Report**

**a. South Hill Volunteer Fire Department (SHVFD) Bucket Drive Request**

Mrs. Reekes stated Chief Vaughan requested permission for SHVFD to hold a bucket drive fundraiser on Saturday, August 31, 2024. Donations will be accepted at six (6) locations throughout Town from 7:00 a.m. to 2:00 p.m.

**A motion was made by Councilor Moody, second by Councilor Luster, to approve SHVFD’s request. The motion carried unanimously.**

**b. Schedule Public Hearing- Conveyance of Real Property**

Mrs. Reekes stated Town Council is considering conveying real property which consists of the parking spaces in Lee's Court Subdivision to the Lee's Court Homeowner's Association, and a Public Hearing is required for comments on the conveyance of real property.

**A motion was made by Councilor Honeycutt, second by Councilor Feggins-Boone,** to advertise and conduct a Public Hearing on Monday, September 9, 2024. The motion carried unanimously.

**c. Rotary Club Event Request- Centennial Park**

Mrs. Reekes spoke on behalf of Charles Wright, President of the South Hill Rotary, who requested use of Centennial Park on Thursday, September 19, 2024 for their annual picnic. It was noted that the event would be serving alcohol.

**A motion was made by Councilor Moody, second by Councilor Hardee,** for the Rotary Club to host its annual picnic on Thursday, September 19, 2024 in Centennial Park. The motion carried unanimously.

**2. Municipal Services Report**

**a. Easement Agreement for Dominion Virginia Power/Empower**

C.J. Dean presented a request for an easement agreement for Dominion Virginia Power (DVP) to run power over to Empower/Mecklenburg Electric at the water tank site on Tunstall. The Town of South Hill owns property at the termination of Tunstall Street. Microsoft purchased the property past that. On the Town's water tank parcel, the Town previously granted an easement to Empower/Mecklenburg Electric to install a fiber optic node. Empower needed electricity from DVP to run this fiber optic node which is at the corner of the water tank. The easement should not impact the future of the Town's property as the line is well within the setback and will not interfere with any of the waterlines underground.

**A motion was made by Councilor Moody, second by Councilor Smith** for the Town to grant an easement to DVP utilizing the Easement agreement provided by DVP and reviewed by the Town Attorney and authorize the Mayor and/or Town Manager to execute the documents and return them to DVP for recording. The motion carried unanimously.

**b. Easement Agreement for Mid-Atlantic Broadband Communities Corporation**

Mr. Dean presented a request for an Easement Agreement between Mid Atlantic Broadband Communities Corporation (MABCC). The Town owns property at the termination of Tunstall Road. Previously, the Town granted an easement to MABCC just past the water tank to put in buildings to facilitate their fiber. Due to the growth, MABCC needs to expand the property to to a property which adjoins the Town property. MABCC is asking for an easement on the remainder of the property the Town owns for the installation of fiber optic and power lines to the adjoining property. MABCC officials are aware of the water line serving Microsoft facilities in this area, as well as the walking path you have given an easement to for Microsoft to go from the contractors parking area down to the campus.

**A motion was made by Councilor Moody, second by Councilor Taylor,** to grant an easement to MABCC to utilizing the resolution developed by the Town Attorney and to authorize the Mayor and/or Town Manager to execute the easement and documents upon completion by the Town Attorney and return them to MABCC for recording. The motion carried unanimously.

**c. Easement Agreement for Dominion Virginia Power/Microsoft**

Mr. Dean presented a request for Dominion Virginia Power (DVP) seeking an easement agreement. The Town owns property at the end of Tunstall Road between Interstate 85 and the Microsoft property. When the property was sold the Town reserved a 50-foot strip beside the Interstate. DVP is seeking an easement across the Town property for the installation of an electric transmission line to supply the electric substation for the Microsoft site at Tunstall Road. The transmission line will be overhead across Interstate 85 at this point. The easement is for 120 foot wide and DVP is offering the Town \$5,000 for this easement, which will last forty years per Virginia Code Section 15.2-2100b.

**A motion was made by Councilor Hardee, second by Councilor Honeycutt,** to grant an easement to DVP utilizing the agreement provided by DVP and reviewed by the Town Attorney and further authorize the Mayor and/or Town Manager to execute the easement agreement and other associated documents and return them to DVP for recordation. The motion carried unanimously.

**C. Reports to Accept as Presented**

For efficiency, the following reports for July 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.

**2. Police Report**

Chief Bowen submitted the police report. He reported there were 275 activity incidents, 61 reportable criminal offenses, 1,007 calls for service, and \$31,385 property recovered. Other miscellaneous included 43 court hours, 109 training hours, 46 warrants issued. Administrative news was shared.

**3. Municipal Services Report**

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

- Plank Road Waterline Project
- Lead and Copper inventory
- Exchange Warehouse housed responders to Nutrien fire
- Wastewater Treatment Plant toxicity testing, in compliance with State
- Sewer line in Plank Road between Opie and Wilson Streets has been replaced

#### 4. Code Compliance Report

##### a. Report of Activity

David Hash submitted the report of activity as follows:

|                       |   |    |            |
|-----------------------|---|----|------------|
| Inspections Completed | - |    | 93         |
| Permits Issued        | - |    | 38         |
| Fees Collected        | - | \$ | 1,566.75   |
| UEZ Exemption         | - | \$ | 0          |
| Rehab Exemption       | - | \$ | 0          |
| General Exemption     | - | \$ | 0          |
| Work Value            | - | \$ | 372,826.00 |

New businesses included:

- Rewind, Find & Consign, LLC – 120 N Mecklenburg Ave – Consignment Shop
- Nichole’s Tires – 1135 W Danville St – Tire Shop
- Blue Heron Deli – 913 W Danville St – Grocery/Deli
- Evelyn Graham Booth Ed – 935 W Atlantic St – Flea Market Vendor
- Treasure Potts II LLC – 935 W Atlantic St – Flea Market Vendor

##### b. Dilapidated Properties

Along with the list of completed dilapidated properties, a report on the status of approximately 51 dilapidated properties was also presented.

#### 5. Human Resources Report

Kristine Martin submitted the human resources report on the following:

##### a. Accomplishments/Updates

- NEOGOV comprehensive manager and supervisor training has commenced. Employee training will begin later this fall.
- Ryan Goode celebrated 5 years of service to the Town of South Hill.
- Sergeant Mike Watters will retire from the SHPD on August 31, following 24 years of dedication and service to the Town.
- Barry Baxter will begin working in the Fleet Department as a Mechanic on August 13, 2024.

##### b. Training/Meetings

- Stacy Archer completed a core program, Managing your Career with DHCD and VBCA (Virginia Building Code Academy).

**A motion was made by Councilor Honeycutt, second by Councilor Moody, to accept the reports as presented. The motion carried unanimously.**

#### VI. APPOINTMENTS

##### A. South Hill Board of Building Code Appeals

Mayor Marion reported that the Board of Building Code Appeals appointment of James Jones expires September 13, 2024. Mr. Jones has been contacted and agrees to serve another five-year term beginning September 14, 2024 if Council so desires.

**A motion was made by Councilor Smith, second by Councilor Moody,** to recommend the reappointment of James Jones to another five-year term on the Board of Building Code Appeals commencing September 14, 2024 and ending September 13, 2029. The motion carried unanimously.

**VIII. ADJOURNMENT**

There being no further business matters before the South Hill Town Council, Mayor Marion adjourned the meeting at 7:51 p.m.

**VALIDATION**

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

\_\_\_\_\_  
Krystle R. Connell, Interim Clerk of Council

\_\_\_\_\_  
Dean Marion, Mayor