



SOUTH HILL TOWN COUNCIL

WORK SESSION MINUTES

WEDNESDAY, AUGUST 14, 2024, 6:00 P.M.

A work session of the South Hill Town Council was held on Wednesday, August 14, 2024 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 following matters: Financial Policy and the Economic Development Department.

1. CALL TO ORDER

The Honorable Mayor Dean Marion called the work session to order at 6:00 p.m.

2. ROLL CALL

Mayor Marion called upon Interim Clerk of Council Krystle Connell to call the roll, which was as follows:

A. Council Members

Ashley C. Hardee
Delores Luster

Gavin Honeycutt
Mike Moody

Dr. Lisa Jordan
Michael Smith

3. DISCUSSION

- A. Financial Policy: Davenport & Company, LLC- Ben Wilson from Davenport reviewed the draft of the Financial Policy presented before Council in July 2024, and discussed questions Council presented.
- B. Economic Development Department- Mayor Marion deferred to Councilor Honeycutt since he requested the work session. Councilor Honeycutt asked Keli Reekes, Town Manager, to present information regarding the Business Development Manager position and correspondence received regarding the removal of the position since the May 2024 meeting. After presenting, Mrs. Reekes left the floor open for discussion. Council discussion included the following:
 - a. Councilor Moody stated a department head was necessary to manage the Business Development Department, including the operating funds in the adopted budget. The consensus of Council present was that a dedicated employee did need to oversee Economic Development for the Town.
 - b. Councilor Jordan expressed concern over the current job description and recommended it be reviewed and updated, which she stated would require a new job posting and review of new applicants.
 - c. Councilor Smith stated if the position is managed well, it could be a huge benefit to the Town. Additionally, Councilor Smith requested an accountability plan and to review the position before posting. Councilor Honeycutt repeatedly said the Town Council should not be involved in personnel matters and the position

should be reinstated as it was because we are losing time and opportunities with the vacancy.

- d. Councilor Moody suggested Town Council review the job description and provide feedback to the Town Manager. Discussion included if this was appropriate for Council to review the job descriptions, if it had been done in the past and if job description review could be discussed in closed session. Mrs. Reekes stated that only personnel issues could be discussed in closed session. Councilor Smith and Councilor Luster stated that review and discussion of the Business Development Manager job title and job description could very well include personnel matters due to concerns they have over the prior employee serving in that role, Brentley Morris.
- e. Mayor Marion suggested that Council present personnel issues pertaining to Mr. Morris with Mrs. Reekes and she will then prepare a report or plan as to how the position will be managed and how she will provide oversight to the position. Councilor Smith also requested information on how the success of the position will be measured. The consensus of Council present was to move forward with this recommendation.

4. ADJOURNMENT

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

VALIDATION

Minutes approved this ____ day of _____, 20 ____.

Krystle R. Connell, Interim Clerk of Council

Dean Marion, Mayor