



**SOUTH HILL TOWN COUNCIL
REGULAR MEETING AGENDA
MONDAY, SEPTEMBER 11, 2023, 7:00 PM**

Town Hall Council Chambers ~ 211 S. Mecklenburg Avenue ~ South Hill, Virginia 23970

(Phone) 434-447-3191 ~ (Fax) 434-447-5064

<https://www.southhillva.org/> ~ southhill@southhillva.org

Note: This meeting will be held in person and livestreamed at

<https://www.youtube.com/@southhillva/streams>.

- ⌘ Please remember sign ups for Citizens to Address Council are required before meeting begins. Sign up sheets are located on the table outside the front Council doors. Speakers are asked to use the aisle microphone.
- ⌘ Please silence all cell phones while Council is in session.

- I. Opening
 - A. Welcome, Invocation, and Pledge of Allegiance
 - B. Call to Order
 - C. Roll Call
- II. Approval of Agenda – September 11, 2023
- III. Appointment to Fill Ward 3 Vacancy
 - A. Candidates
 1. Derek O. Hazelwood
 2. Lisa Vaughan Jordan, Ph.D.
 3. Carl L. Sasser, Jr.
 - B. Citizen Requests to Speak *Comments are limited to three minutes.*
- IV. Citizens to Address Council *Comments are limited to three minutes (five minutes if on behalf of a group).*
 - A. Ruth Baynard – Appreciation of SHPD
- V. Public Hearings *Comments are limited to three minutes (five minutes if on behalf of a group).*
 - A. SE 2023-4, Request by Timothy Pulliam to utilize the property owned by Michael K. Yeattes at 1016 W. Danville Street for automobile sales and service – David Hash
- VI. Administrative Reports
 - A. Consent Agenda *All consent agenda items are considered routine by Town Council and will be acted upon by one motion (move to approve the consent agenda). There will be no separate discussion of these items unless a Council member requests an item be removed or considered separately.*
 1. Minutes
 - a. August 7, 2023 Special Meeting
 - b. August 10, 2023 Special Meeting
 - c. August 14, 2023 Special Meeting
 - d. August 14, 2023 Regular Meeting
 2. Monthly Financial Report
 - a. Month Ended June 30, 2023 (July, August, and September reports will be submitted in October)
 - B. Reports to Accept as Presented *All reports are considered informational to Town Council and require no action (move to accept the reports as presented). There will be no separate discussion of these items unless a Council member requests an item be removed for discussion separately.*
 1. Town Manager Report
 - a. Facilities Reservation Calendar
 - b. Fire Report
 2. Police Report
 3. Municipal Services Report

- 4. Code Compliance Report
 - a. Monthly Report
 - b. Dilapidated Properties
- 5. Business Development Report
- 6. Human Resources Report

VII. Other Business

VIII. Adjournment

This agenda is subject to change at the discretion of the South Hill Town Council.

CURRENT OFFICIALS

Council Members

The Honorable Dean Marion, Mayor	Mike Moody, Vice Mayor
Lillie Feggins-Boone	Ashley C. Hardee
Gavin Honeycutt	Delores Luster
Michael Smith	Joseph E. Taylor, Jr.

Staff

Stuart Bowen, Interim Town Manager
Anna B. Cratch, Town Clerk/Clerk of Council
Sands Anderson PC, Town Attorney Services

To assist us in providing dissemination of materials, presenters are requested to submit 12 copies of their remarks and/or handouts to the Town Clerk prior to meetings. These copies will be provided to Town Council members and staff.

Memo

To: South Hill Town Council Members
From: Mayor Dean Marion
Date: September 6, 2023
Re: Appointment to Fill Ward 3 Vacancy

Meeting the September 4 deadline, the following candidates (listed in alphabetical order) submitted resumes for consideration of appointment for the Ward 3 vacancy recently created by the resignation of Councilor Shep Moss:

1. Derek O. Hazelwood
2. Lisa Vaughan Jordan, Ph.D.
3. Carl L. Sasser, Jr.

The general registrar has confirmed the candidates are registered voters in Ward 3.

At our upcoming September 11 Town Council meeting, I will ask if anyone else would like to be considered for the vacancy and will close the nomination process. In alphabetical order, each candidate will be given the opportunity to address Council followed by citizen requests to speak. I will then request a roll-call vote with Council members voting for only one candidate to serve out the unexpired term ending December 31, 2024.

The seat will be up for election at the next general election on November 7, 2024.

Public Hearings

Town Council Meeting

September 11, 2023

- A. SE 2023-4, Request by Timothy Pulliam to utilize the property owned by Michael K. Yeattes at 1016 W. Danville Street for automobile sales and service – David Hash



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South Hill

Town of South Hill

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ADMINISTRATION
(434) 447-3191

CODE COMPLIANCE
OFFICIAL
(434) 447-5041

PUBLIC WORKS
(434) 447-3191

Public Hearing

A public hearing will be held by the Town Council of the Town of South Hill on Monday, September 11, 2023 at 7:00 p.m. in the Town Hall, 211 S. Mecklenburg Avenue to consider a request for Special Exception Permit:

SE 2023-4

The request is for a Special Exception Permit under Article IV, Section 94.1-76 of the Town Zoning Ordinance to utilize the property located at 1016 W Danville Street for automobile sales and service. The property for which this special exception is to apply is located between Plank Road and West Danville Street. The property has a frontage of 310 +/- feet and a depth of 268 +/- feet. The property is zoned General business district C-2. The property is shown as Tax parcel Number 23523.

This property is presently owned by Michael K Yeattes. The request is being made by Timothy Pulliam.

Interested persons may appear at the aforementioned time and place to present their views or may submit written comments prior to the hearing. Accommodations for disabled persons can be made with the Town Clerk's Office by calling (434) 447-3191 at least five (5) days prior to the hearing date.

Further information may be obtained at the Town Hall, 211 S. Mecklenburg Avenue, South Hill, Virginia 23970.

David Hash
Code Compliance Official

The South Hill Planning Commission recommends approval.

Administrative Reports

Town Council Meeting

September 11, 2023

A. Consent Agenda

B. Reports to Accept as Presented

Consent Agenda

Town Council Meeting

September 11, 2023

1. Minutes
 - a. August 7, 2023 Special Meeting
 - b. August 10, 2023 Special Meeting
 - c. August 14, 2023 Special Meeting
 - d. August 14, 2023 Regular Meeting

2. Monthly Financial Report
 - a. Month Ended June 30, 2023 (July, August, and September reports will be submitted in October)



SOUTH HILL TOWN COUNCIL
SPECIAL MEETING MINUTES
MONDAY, AUGUST 7, 2023, 4:30 P.M.

A special meeting of the South Hill Town Council was held on Monday, August 7, 2023 at 4:30 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 under Personnel to interview prospective candidates for employment as town manager. 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 4:30 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 Feggin-Boone
Mike Moody
Joseph E. Taylor, Jr.

Ashley C. Hardee
Shep Moss

Gavin Honeycutt
Michael Smith

Councilor Delores Luster was absent from the meeting.

3. CLOSED SESSION

Pursuant to Virginia Code Section 2.2-3711 A(1) Personnel

Pursuant to Virginia Code Section 2.2-3711 A(1) Personnel, and on **motion** of **Councilor Honeycutt** and **second** of **Councilor Moss**, the South Hill Town Council entered into **Closed Session** under Personnel to interview prospective candidates for employment as town manager. 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 Kristine Martin.

4. OPEN SESSION

A motion was made by Councilor Honeycutt, second by Councilor Moody, 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 Smith, second by Councilor Moody, 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-Absent
Councilor Moody-Aye	Councilor Moss-Aye
Councilor Smith-Aye	Councilor Taylor-Aye.

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

5. ADJOURNMENT

There being no further business matters before the South Hill Town Council, Mayor Marion adjourned the special meeting at 7:41 p.m.

VALIDATION

Minutes approved this ____ day of _____, 20____.

Anna B. Cratch, Town Clerk

Dean Marion, Mayor



SOUTH HILL TOWN COUNCIL

SPECIAL MEETING MINUTES

THURSDAY, AUGUST 10, 2023, 4:30 P.M.

A special meeting of the South Hill Town Council was held on Thursday, August 10, 2023 at 4:30 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 a Personnel matter regarding consideration of prospective candidates for employment as town manager. Town Clerk Anna Cratch typed the minutes of the meeting taken by Mayor Dean Marion.

1. CALL TO ORDER

The Honorable Mayor Dean Marion called the special meeting to order at 4:30 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 Feggin-Boone	Ashley C. Hardee	Gavin Honeycutt
Mike Moody	Shep Moss (arrived at 4:35 p.m.)	Michael Smith
Joseph E. Taylor, Jr.		

Councilor Delores Luster was absent from the meeting.

3. CLOSED SESSION

Pursuant to Virginia Code Section 2.2-3711 A(1) Personnel

Pursuant to Virginia Code Section 2.2-3711 A(1) Personnel, and on **motion** of **Councilor Honeycutt** and **second** of **Councilor Smith**, the South Hill Town Council entered into **Closed Session** to discuss a Personnel matter regarding consideration of prospective candidates for employment as town manager. 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 Kristine Martin.

4. OPEN SESSION

A motion was made by Councilor Moody, second by Councilor Taylor, 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 Moody, 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-Abstain	Councilor Luster-Absent
Councilor Moody-Aye	Councilor Moss-Aye
Councilor Smith-Aye	Councilor Taylor-Aye.

A motion was made by Councilor Moody, second by Councilor Hardee, on the Personnel matter to authorize the Human Resources Manager to present a job offer with contract for the position of South Hill Town Manager to the applicant chosen by the Town Council. The motion passed via **roll-call vote** as follows:

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

5. ADJOURNMENT

There being no further business matters before the South Hill Town Council, Mayor Marion adjourned the special meeting at 7:10 p.m.

VALIDATION

Minutes approved this ____ day of _____, 20____.

Anna B. Cratch, Town Clerk

Dean Marion, Mayor



SOUTH HILL TOWN COUNCIL

SPECIAL MEETING MINUTES

MONDAY, AUGUST 14, 2023, 5:30 P.M.

A special meeting of the South Hill Town Council was held on Monday, August 14, 2023 at 5:30 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 a Real Estate matter regarding acquisition of real property for a public purpose, and Personnel matters regarding the positions of town attorney, finance director, and town manager. 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 5:30 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 Feggin-Boone
Delores Luster

Ashley C. Hardee
Mike Moody

Gavin Honeycutt
Michael Smith

Councilor Joseph E. Taylor, Jr. arrived at 5:31 p.m. Councilor Shep Moss was absent from the meeting.

3. CLOSED SESSION

Pursuant to Virginia Code Sections 2.2-3711 A(3) Real Estate and A(1) Personnel

Pursuant to Virginia Code Sections 2.2-3711 A(3) Real Estate and 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 a Real Estate matter regarding acquisition of real property for a public purpose, and Personnel matters regarding the positions of town attorney, finance director, and town manager. 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 of Stuart Bowen and Anna Cratch, in the entirety of the Closed Session, excluding the town manager matter. On the Real Estate matter, Council also requested the presence of Brent Morris. On the Personnel matters regarding the finance director and town manager, Council also requested the presence of Kristine Martin.

4. OPEN SESSION

A motion was made by Councilor Honeycutt, second by Councilor Moody, 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 Moody, 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-Absent |
| Councilor Smith-Aye | Councilor Taylor-Aye. |

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

5. ADJOURNMENT

There being no further business matters before the South Hill Town Council, Mayor Marion adjourned the special meeting at 6:36 p.m.

VALIDATION

Minutes approved this ____ day of _____, 20____.

Anna B. Cratch, Town Clerk

Dean Marion, Mayor



SOUTH HILL TOWN COUNCIL
REGULAR MEETING MINUTES
MONDAY, AUGUST 14, 2023, 7:00 P.M.

The regular monthly meeting of the South Hill Town Council was held on Monday, August 14, 2023 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

Honorable Mayor Dean Marion called the regular meeting to order at 7:00 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
Delores Luster	Mike Moody	Shep Moss
Michael Smith	Joseph E. Taylor, Jr.	

B. Staff in Attendance

Stuart Bowen, Interim Town Manager	Anna B. Cratch, Town Clerk
C.J. Dean, Dir. of Municipal Services	David Hash, Code Compliance Official
Kristine Martin, HR Manager	Brent Morris, Business Dev. Manager
Michael Vaughan, Fire Dept. Admin.	

II. APPROVAL OF AGENDA

A motion was made by Councilor Moody, second by Councilor Honeycutt, to add to the agenda for August 14, 2023 under Other Business, Item B. Legal. The motion carried unanimously.

A motion was made by Councilor Taylor, second by Councilor Moody, to add to the agenda for August 14, 2023 under Other Business, Item C. Inquiry About Council Member Residency Requirements. <Councilor Taylor withdrew this request as a result of Councilor Moss's statement of resignation.> The motion carried unanimously.

A motion was made by Councilor Honeycutt, second by Councilor Feggins-Boone, to approve the agenda for August 14, 2023 as amended. The motion carried unanimously.

III. RESIGNATION STATEMENT OF COUNCILOR MOSS

Councilor Moss read the following resignation statement to Council and then stepped down from the dais: "Dear Mayor Marion and Vice Mayor Moody: Please accept this letter as my resignation from the South Hill Town Council. My wife and I have sold our residence and are entering the next chapter of our lives by moving to Lake Gaston on a full-time basis. It has been an honor and a privilege to serve the

great people of South Hill and I will cherish the friendships and many positive accomplishments that have been made along the way. I would like to not only wish the Council but the citizens and the great businesses the best of luck in the future. Please know that I will continue to be a cheerleader and an advocate for our community. Mr. Mayor and Mr. Vice Mayor, it has been an honor to serve with both of you. Thank you.”

IV. CITIZENS TO ADDRESS COUNCIL

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

- Wade Crowder – tobacco commission funding allocations and asphaltting locations

V. ADMINISTRATIVE REPORTS

A. Consent Agenda

1. Minutes

- a. July 10, 2023 Special Meeting**
- b. July 10, 2023 Regular Meeting**

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. 2024 Holiday Calendar and Meeting Date Changes

Stuart Bowen reported Governor Youngkin has approved the 2024 Commonwealth of Virginia Holiday Calendar. Council previously approved observance of additional time off awarded by the Governor. The 2024 additional time off is:

- Wednesday, November 27 – Town Hall closes at noon
- Tuesday, December 24 – 8 hours additional holiday time

Mr. Bowen requested the October 14, 2024 Town Council meeting be rescheduled to Tuesday, October 15, 2024 as Columbus Day/Yorktown Victory Day falls on October 14; and that the November 11, 2024 Town Council meeting be rescheduled to Tuesday, November 12, 2024 as Veterans Day falls on November 11.

A motion was made by Councilor Moody, second by Councilor Luster, to reschedule the October 14, 2024 Council meeting to Tuesday, October 15, 2024 in observance of Columbus Day/Yorktown Victory Day; and to reschedule the November 11, 2024 Council meeting to Tuesday, November 12, 2024 in observance of Veterans Day. The motion carried unanimously.

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

Stuart Bowen informed Council Chief Michael Vaughan requests permission for the SHVFD to hold a bucket drive fundraiser on Saturday, September 2, 2023. Donations will be accepted at six locations throughout Town:

- North Mecklenburg Avenue (E-Z Stop)
- East Atlantic Street (Farrar Auction and Realty)

South Hill Town Council Regular Meeting Minutes

August 14, 2023

Page 2 of 7

- West Atlantic Street (Food Lion)
- West Danville Street (Slip In)
- Walmart (Shaw Street)
- Pebbles Street/Furr Street

A motion was made by Councilor Hardee, second by Councilor Honeycutt, to approve the SHVFD request to hold a bucket drive fundraiser on Saturday, September 2, 2023 from 7:00 a.m. until 2:00 p.m. The motion carried unanimously.

C. Reports to Accept as Presented

For efficiency, the following reports for July 2023 were presented as a group to accept as presented.

1. Town Manager Report

a. Facilities Reservation Calendar

Council was presented with a calendar of activities and reservations at Centennial Park, Parker Park, the South Hill Exchange, and other Town facilities.

b. South Hill Volunteer Fire Department (SHVFD) Report

Chief Vaughan submitted the fire reports. He reported the SHVFD responded to 74 total alarms with an average of 14 volunteers present per call. The current volunteer roster is 44. Calls responded to in Town were 47, within the county district were 27, and involving fire were 8. Mutual aid given was 23, and automatic aid received was 16. Training included Vehicle Rescue, Rope Rescue, Firefighter I, Water Rescue, and Rescue 7 Driver/Operator. Fundraising efforts included a successful Summer Patio Raffle, the planning phases for the James E. Jimmy Crowder Memorial Poker Run, and a Bucket Drive on September 2. Administrative news was shared.

2. Police Report

Acting Chief Geist submitted the police report. He reported there were 479 activity incidents, 45 reportable criminal offenses, 1255 calls for service, and \$1,766 property recovered. Other miscellaneous included 27 court hours, 129 training hours, 38 warrants issued, and one inoperative vehicle tagged. Administrative news was shared.

3. Municipal Services Report

C.J. Dean submitted the projects report as follows:

- The Lee’s Court area has been paved. It looks very finished and complete.
- RedZone Robotics continues to work on the assessment of the Town’s collection system. The majority of lines have been videoed. Some problem areas need more access and assessment. The Town is working with the company to complete the assessment.
- The contractor working on the Forest Hill Drive and Sunset Lane stormwater project has completed the stormwater piping installation. The contractor has the paving work to complete.

- The Parks Department had the baseball fields ready for the July tournament, which went reasonably well.
- The Town is continuing to pursue the FEMA and VDEM funding to install three additional generators at sewer pump stations on the Town’s collection system.
- The Town is pursuing all leads (grants and outside knowledge) to assist with compliance of the lead rule revision that has been enacted as part of the EPA law. By October 16, 2024, the Town must submit: 1) an initial water service line inventory for every connection to the water system. Depending on the inventory list generated, 2) a lead service line replacement plan may have to be submitted. Also required will be 3) an updated sampling pool for lead and copper based on the inventory of service lines, and 4) a list of all schools, primary/elementary and secondary, and all licensed childcare facilities served by the Town of South Hill water system. This inventory list will be labor intensive in both staff time and Town finances.

4. Code Compliance Report

a. Report of Activity

David Hash submitted the report of activity as follows:

Inspections Completed	-	43
Permits Issued	-	25
Fees Collected	-	\$ 4,372.62
UEZ Exemption	-	\$ 0
Rehab Exemption	-	\$ 0
General Exemption	-	\$ 0
Work Value	-	\$ 777,431.52

New businesses included:

- Coinz-N-Stuf, 609 Binford Street (retail internet sales)
- Events in Style by Pearl, LLC, 321 Bethany Drive (event decorating)
- Shoreside Concepts, Inc., 1212 W. Danville Street (landscaping)
- Capitol Financial Solutions, 805 N. Mecklenburg Avenue (financial services)

b. Dilapidated Properties

Along with the list of completed dilapidated properties, a report on the status of approximately 74 dilapidated properties was also presented.

5. Business Development Report

Brent Morris submitted the business development report as follows:

- Town staff and the CDA met to discuss future projects that would attract citizens and visitors to the Town. NH Consulting and Cunningham Recreation have presented the final rendering for the project. Renderings and quotes have been sent to the CDA for discussion.
- Timmons Engineering has been selected to design the projects for the underutilized Town properties. These projects would turn the underutilized properties into community assets. Once Timmons has completed the designs, this information will be provided to the Town Council.

- Work continues with Retail Strategies to push information out to prospective restaurants and retailers.
- Several investors are looking at property in the downtown area. It is in the early phases of identifying properties that would be suitable.
- Work continues with Mecklenburg County and the South Hill IDA on future industrial parks.

6. Human Resources Report

Kristine Martin submitted the human resources report as follows:

ACCOMPLISHMENTS/UPDATES:

Contracts for the two HR projects were signed and sent to The Berkley Group. A call is scheduled for August 8 to move forward with a timeline, checklist of data collection, and a kick-off meeting with both teams handling the projects.

TRAINING/MEETINGS:

David Hash recently completed the required training modules with the Department of Environmental Quality (DEQ) to satisfy his Board for Contractors License renewal.

YEARS OF SERVICE:

The following employee(s) were congratulated for their dedication and years of service with the Town:

- Robert Watkins – 15 Years of Service

EMPLOYMENT NEWS:

The following new employees were welcomed to the Town of South Hill:

- Melissa Curtis, temporary employee – Finance Department, effective July 11
- James Powell, Maintenance Operator – Parks Department, effective July 31
- Brandon Moore, Maintenance Operator – Streets Department, effective August 14
- Christian Vaughan, Maintenance Operator – Streets Department, effective August 28

Town staff is actively interviewing candidates for the Director of Finance and Administration opening.

Town staff is recruiting for a Maintenance Operator position in the Parks Department.

Interviews have been scheduled for the week of August 7 with candidates for the Town Manager position.

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

VI. APPOINTMENTS

A. South Hill Board of Building Code Appeals (BBCA)

Mayor Marion informed Council the BBCA appointment of Stuart Taylor will expire September 13, 2023. Mr. Taylor has been contacted and has agreed to serve another five-year term ending September 13, 2028 if Council so desires.

A motion was made by Councilor Feggins-Boone, second by Councilor Luster, to reappoint Stuart Taylor to another five-year term on the BBCA commencing September 14, 2023 and ending September 13, 2028. The motion carried unanimously.

B. Lake Country Area Agency on Aging (LCAAA)

The LCAAA appointment of Phyllis Speede will expire September 30, 2023. Ms. Speede has been contacted and has agreed to serve another three-year term ending September 30, 2026 if Council so desires.

A motion was made by Councilor Feggins-Boone, second by Councilor Luster, to reappoint Phyllis Speede to another three-year term on the LCAAA commencing October 1, 2023 and ending September 30, 2026. The motion carried unanimously.

VII. OTHER BUSINESS

A. Update on Ladder Truck – Michael Vaughan

Michael Vaughan reported the ladder truck was received for the Push-In Ceremony; however, several items were found that needed to be repaired. The truck is finished in the body shop and is now at the service center for the final repairs. An agreement is in place with Lawrenceville fire if needed.

Because the other insurance was with Progressive who doesn't deal with fire apparatus, the recent accident with the ladder truck was turned in on the fire department's insurance. As a result of several conversations with the insurance company, the \$87,000 appropriated from the Town's General Fund for payment to Atlantic Emergency Solutions for the rental truck was returned to the Town. Chief Vaughan reported the SHVFD thanks Council for their support.

B. Legal

A motion was made by Councilor Moody, second by Councilor Luster, to authorize the Interim Town Manager to pursue a contract between the Town of South Hill and Sands Anderson P.C. law firm to represent the Town as legal counsel; and to authorize the Interim Town Manager to execute the necessary documents. 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 Smith-Aye
Councilor Taylor-Aye.	

VIII. ADJOURNMENT

There being no further business matters before the South Hill Town Council, Mayor Marion adjourned the meeting at 7:15 p.m.

VALIDATION

Minutes approved this _____ day of _____, 20_____.

Anna B. Cratch, Town Clerk

Dean Marion, Mayor

**TOWN OF SOUTH HILL
FINANCE REPORT**

September 5, 2023

For Month Ended June 30, 2023	Previous Month Bal.	Change	New Balance	Interest and Gain/(Loss)	Ending Balance
General Fund	\$ 5,348,367.97	\$ (92,199.97)	\$ 5,256,168.00	\$ 2,721.96	\$ 5,258,889.96
Water & Sewer Fund	\$ 2,837,204.18	\$ 50,466.56	\$ 2,887,670.74		\$ 2,887,670.74
Cemetery Fund	\$ 7,675.45	\$ -	\$ 7,675.45		\$ 7,675.45
Nicks Lane Area Project Fund	\$ (5,155.00)	\$ 2,455.00	\$ (2,700.00)		\$ (2,700.00)
Total in Checking	<u>\$ 8,188,092.60</u>	<u>\$ (39,278.41)</u>	<u>\$ 8,148,814.19</u>	<u>\$ 2,721.96</u>	<u>\$ 8,151,536.15</u>
VIP Stable NAV Liquidity Pool	\$ 9,730,088.77		\$ 9,730,088.77	\$ 42,075.99	\$ 9,772,164.76
VIP 1-3 Year High Quality Bond Fund	\$ 9,857,410.31		\$ 9,857,410.31	\$ (48,242.34)	\$ 9,809,167.97
First Citizens Investment	\$ 8,083,825.98		\$ 8,083,825.98	\$ 7,304.79	\$ 8,091,130.77
Total Investment Accounts	<u>\$ 27,671,325.06</u>	<u>\$ -</u>	<u>\$ 27,671,325.06</u>	<u>\$ 1,138.44</u>	<u>\$ 27,672,463.50</u>
Police Federal Forfeiture/Seizure Account	\$ 26,065.09		\$ 26,065.09		\$ 26,065.09
Police State Forfeiture/Seizure Account	\$ 7,260.70		\$ 7,260.70		\$ 7,260.70
Total Police Dept. Savings	<u>\$ 33,325.79</u>	<u>\$ -</u>	<u>\$ 33,325.79</u>	<u>\$ -</u>	<u>\$ 33,325.79</u>
Total Taxes Due Through 6/30/2023 (all years) (Real Estate and Personal Property)	\$ 348,282.17				

Income/Expense Report

June 2023

Account Id	Account Description	Current Month	YTD	Prior YTD	Budget	Balance
10-2-1011-0401	CURRENT TAXES - REAL	0	1,720,218.31	1,499,118.27	1,525,000.00	195,218.31
10-2-1011-0402	DELINQUENT TAXES-REAL	0	-250.00	12,347.96	10,000.00	-10,250.00
10-2-1012-0401	CURRENT TAXES - PUB SER REAL	0	64,692.22	70,588.75	68,000.00	-3,307.78
10-2-1012-0404	CURRENT TAXES - PUB SER PERS	0	952.49	1,254.67	1,200.00	-247.51
10-2-1013-0403	CURRENT TAXES-P/P,M/H,M/T	-819.41	903,347.93	970,996.84	1,000,000.00	-96,652.07
10-2-1013-0404	PPTRA REIMBURSEMENT	0	113,068.11	113,068.11	113,068.00	0.11
10-2-1016-0410	PENALTIES - ALL PROP.TAXES	2,311.04	27,224.38	30,770.94	12,000.00	15,224.38
10-2-1016-0411	INTEREST - ALL PROP. TAXES	2,517.73	36,427.22	32,905.38	15,000.00	21,427.22
10-2-1022-0411	COMMUNICATIONS SALES TAX	10,137.89	103,557.75	126,784.10	128,000.00	-24,442.25
10-2-1022-0412	CONSUM.UTILITY TAX-ELECT.	26,160.01	147,102.20	158,654.89	158,000.00	-10,897.80
10-2-1022-0414	CONSUM.UTILITY TAX-GAS	2,852.76	33,661.77	36,479.20	35,000.00	-1,338.23
10-2-1022-0416	MEALS TAX	229,477.39	2,369,468.03	2,283,575.03	2,200,000.00	169,468.03
10-2-1022-0417	LODGING TAX	58,887.49	645,593.93	747,348.40	700,000.00	-54,406.07
10-2-1022-0418	CIGARETTE TAX	13,725.00	201,585.00	207,455.00	210,000.00	-8,415.00
10-2-1023-0415	BUSINESS LICENSE	3,124.42	1,431,633.90	1,007,541.86	850,000.00	581,633.90
10-2-1023-0416	PENALTIES - BUSINESS LICENSE	217.29	10,782.12	9,221.13	4,000.00	6,782.12
10-2-1024-0425	LEVEL 3 LICENSE FEE	0	6,600.00	6,600.00	6,600.00	0.00
10-2-1025-0421	MOTOR VEHICLE LICENSE FEES	281.71	38,988.14	46,182.07	45,000.00	-6,011.86
10-2-1026-0422	BANK STOCK TAXES	0	291,652.00	247,694.00	215,000.00	76,652.00
10-2-1027-0423	PENALTIES - OTHER LOCAL TAX	1,042.07	12,487.32	9,503.65	5,000.00	7,487.32
10-2-1027-0424	INTEREST - OTHER LOCAL TAX	0	1,294.07	340.16	0.00	1,294.07
10-2-1033-0435	BUILDING PERMITS	3,217.93	261,510.12	65,781.50	40,000.00	221,510.12
10-2-1041-0436	COURT FINES/FORFEITURES	6,676.90	47,373.31	47,601.79	45,000.00	2,373.31
10-2-1041-0437	PARKING FINES	0	190.00	135.00	150.00	40.00
10-2-1041-0438	EVENT PERMIT APPLICATION FEES	0	400.00	750.00	500.00	-100.00
10-2-1051-0437	INVESTMENT GAINS (LOSSES)	0	-38,603.08	-386,765.71	0.00	-38,603.08
10-2-1051-0439	INTEREST ON DEPOSITS	87.55	496,173.37	109,587.70	100,000.00	396,173.37
10-2-1052-0444	RAILROAD LEASES	0	516.00	516.00	500.00	16.00
10-2-1060-0444	MECKLENBURG CO.TIPPING FEE	19,543.70	234,215.82	224,143.66	215,000.00	19,215.82
10-2-1060-0445	WASTE COLL & DISP FEES	45,460.16	541,261.59	533,134.18	520,000.00	21,261.59
10-2-1060-0446	MOWING & BRUSH COLLECTION FEES	0	1,350.00	2,375.00	1,000.00	350.00
10-2-1060-0447	WASTE COLLECTIONS PENALTY	1,847.36	18,784.22	19,567.46	0.00	18,784.22
10-2-1060-0448	EXTRA DUMPSTER PICK-UP	0	35.00	0	0.00	35.00
10-2-1068-0457	MERCHANDISE SALES	0	0	10.00	0.00	0.00
10-2-1068-0458	CHARGES FOR COPIES	110.00	790.00	953.00	200.00	590.00
10-2-1068-0459	AT&T/VERIZON TANK RENTAL	2,404.71	60,521.14	0.00	55,000.00	5,521.14
10-2-1068-0460	PARKER PARK INCOME	0	6,500.00	4,250.00	4,000.00	2,500.00
10-2-1068-0461	ZONING & SUBDIVISION FEES	8,639.50	13,139.50	15,250.00	3,000.00	10,139.50
10-2-1068-0462	CENTENNIAL AMPHITHEATER INCOME	0	0	250.00	0.00	0.00
10-2-1068-0463	MISCELLANEOUS REVENUES	1,146.19	22,864.05	10,569.09	5,000.00	17,864.05

Income/Expense Report
June 2023

Account Id	Account Description	Current Month	YTD	Prior YTD	Budget	Balance
10-2-1068-0464	EXPENSES-REIMBURSED	39.00	3,707.42	7,346.02	2,000.00	1,707.42
10-2-1068-0471	MISC REVENUE - SALE OF PROPERTY	50.00	30,205.69	116,628.00	15,000.00	15,205.69
10-2-1068-0472	CANCEL PRIOR YEAR A/P	0	0.00	19.46	0.00	0.00
10-2-1068-0473	MISC REVENUE - DMV STOPS	640.00	9,252.32	11,253.47	0.00	9,252.32
10-2-1068-0474	CENTENNIAL PAVILION/UPPER FIELD INCOME	0	250.00	500.00	0.00	250.00
10-2-1069-0465	MISC.RECOVERED COST	1,165.50	59,287.88	16,109.63	18,000.00	41,287.88
10-2-1069-0467	WATER/SEWER ADMIN FEES	0	145,810.00	129,296.00	162,500.00	-16,690.00
10-2-1069-0468	VRSA INSURANCE REFUND/DIVIDEND/GRANT	0	4,000.00	4,000.00	4,000.00	0.00
10-2-2070-0472	ROLLING STOCK (MVCT)	0	0.00	337.45	150.00	-150.00
10-2-2070-0473	MOBILE HOME TAX	0	0	960.00	400.00	-400.00
10-2-2070-0474	RENTAL VEHICLE TAX	4,178.04	47,224.33	44,488.91	45,000.00	2,224.33
10-2-2070-0475	SALES & USE TAX	61,748.22	597,879.88	669,749.93	500,000.00	97,879.88
10-2-2070-0476	GAMES OF SKILL TAX	0	0	864.00	0.00	0.00
10-2-2070-0477	STREET & HIGHWAY REVENUE	502,936.13	1,868,171.28	1,509,773.60	1,868,171.00	0.28
10-2-2070-0479	FIRE PROGRAMS FUND	0	18,817.00	18,821.00	18,821.00	-4.00
10-2-2071-0430	FEDERAL ASSET FORFEITURE FUNDS	0	4,922.63	0	0.00	4,922.63
10-2-2071-0432	E-SUMMONS	444.31	3,419.29	3,417.22	0.00	3,419.29
10-2-3071-0476	LAW ENFORCEMENT HB599 GRANT	33,351.00	133,404.00	121,347.00	121,348.00	12,056.00
10-2-3071-0480	POLICE DEPT. GRANT	0	10,000.00	0.00	10,000.00	0.00
10-2-3071-0482	POLICE DEPT. GRANT - FEDERAL	0	4,326.00	8,594.00	4,326.00	0.00
10-2-3071-0483	POLICE DEPT. GRANT - FEDERAL DMV	5,752.50	5,752.50	0	0.00	5,752.50
10-2-3071-0484	ARTS COUNCIL GRANT	0	4,500.00	4,500.00	4,500.00	0.00
10-2-3071-0487	STORMWATER/E&S REVENUE	0	6,480.00	0	0.00	6,480.00
10-2-3071-0494	AMERICAN RESCUE PLAN ACT FUNDING	0	0	0	1,000,000.00	-1,000,000.00
10-2-4073-0579	INSURANCE RECOVERIES	0	28,860.76	23,336.08	10,000.00	18,860.76
10-2-4073-0580	SALE OF LAND/BUILDINGS	0	0	4,540.07	0.00	0.00
10-2-4073-0585	GO BOND SERIES 2021	0	0	1,500,000.00	0.00	0.00
10-2-5000-0500	LEASE REVENUE GASB 87	0	0	54,245.76	0.00	0.00
10-2-5000-0501	INTEREST REVENUE GASB 87	0	0	5,867.78	0.00	0.00
10-2-5073-0591	TRANSFER FROM FUND BALANCE	0	0	0	5,126,198.94	-5,126,198.94
10-2-9000-0201	OVERPAYMENTS	2.49	-12.11	468.70	0.00	-12.11
10-2-9805-2000	BALANCING GASB 87	0	0	-4,244.37	0.00	0.00
GENERAL FUND Revenue Totals		1,049,356.58	12,813,366.80	12,518,758.79	17,200,632.94	-4,387,266.14

Income/Expense Report
June 2023

Account Id	Account Description	Current Month	YTD	Prior YTD	Budget	Balance
10-1-0100-0000	MAYOR & TOWN COUNCIL					
10-1-0100-1000	SALARIES	800.00	9,600.00	9,600.00	9,600.00	0.00
10-1-0100-1303	COUNCIL FEES	3,200.00	38,000.00	38,400.00	38,200.00	200.00
10-1-0100-1304	ELECTION EXPENSE	0	0	0	3,500.00	3,500.00
10-1-0100-1305	PLANNING COMMISSION FEES	260.00	2,220.00	3,260.00	3,900.00	1,680.00
10-1-0100-2001	FICA	308.09	3,681.49	3,708.72	3,710.00	28.51
10-1-0100-2009	UNEMPLOYMENT INSURANCE	4.16	100.85	153.12	240.00	139.15
10-1-0100-2011	CELL PHONE ALLOWANCE	0	440.00	0	480.00	40.00
10-1-0100-5204	CELLULAR/MOBILE COMM.	0	0	480.00	0.00	0.00
10-1-0100-5309	INSURANCE-PUBLIC OFFICIALS	0	2,431.00	2,315.00	2,500.00	69.00
10-1-0100-5504	TRAVEL- MEETINGS/EDUCATION	-541.00	2,047.07	5,262.16	10,000.00	7,952.93
10-1-0100-5801	DUES & SUBSCRIPTIONS	0	3,283.00	2,864.00	3,000.00	-283.00
10-1-0100-5804	DEPARTMENTAL SUPPLIES	0	4,142.13	644.35	3,000.00	-1,142.13
TOTAL		4,031.25	65,945.54	66,687.35	78,130.00	12,184.46

Income/Expense Report
June 2023

Account Id	Account Description	Current Month	YTD	Prior YTD	Budget	Balance
10-1-0101-0000	FINANCE AND ADMINISTRATION					
10-1-0101-1000	SALARIES	28,521.80	361,647.78	360,750.54	380,600.00	18,952.22
10-1-0101-1002	SALARIES OVERTIME	0	41.97	0	0.00	-41.97
10-1-0101-2001	FICA	2,165.44	27,495.35	24,431.83	29,146.00	1,650.65
10-1-0101-2003	RETIREMENT	6,738.96	80,342.52	66,506.36	82,230.00	1,887.48
10-1-0101-2005	MEDICAL PLANS	13.80	42,049.30	38,273.76	43,690.00	1,640.70
10-1-0101-2006	GROUP LIFE INSURANCE	414.04	4,968.48	4,670.90	5,060.00	91.52
10-1-0101-2007	DISABILITY INSURANCE	0	1,833.57	1,683.58	1,900.00	66.43
10-1-0101-2009	UNEMPLOYMENT INSURANCE	0	78.14	169.07	160.00	81.86
10-1-0101-2010	WORKERS COMPENSATION	0	465.00	636.00	1,140.00	675.00
10-1-0101-2013	CLOTHING ALLOWANCE	0	300.00	0	300.00	0.00
10-1-0101-3006	OFFICE EQUIP. MAINTENANCE	207.17	3,498.35	2,969.54	5,000.00	1,501.65
10-1-0101-3010	CONTRACT/TECHNICAL SERVICES	11,570.47	120,520.98	108,918.18	120,000.00	-520.98
10-1-0101-5201	POSTAGE	62.27	24,392.20	21,305.70	25,000.00	607.80
10-1-0101-5203	TELECOMMUNICATIONS	908.46	10,837.81	12,079.94	11,000.00	162.19
10-1-0101-5309	PROPERTY INSURANCE	0	1,210.00	1,100.00	1,200.00	-10.00
10-1-0101-5504	TRAVEL - MEETINGS/EDUCATION	0	494.25	139.00	3,000.00	2,505.75
10-1-0101-5801	DUES AND SUBSCRIPTIONS	90.79	5,745.66	5,319.05	5,000.00	-745.66
10-1-0101-5803	HEPATITIS SHOTS/DRUG TEST/DMV	284.00	845.00	317.00	300.00	-545.00
10-1-0101-5804	DEPARTMENTAL SUPPLIES	9,136.88	35,397.88	38,830.52	45,000.00	9,602.12
	TOTAL	60,114.08	722,164.24	688,100.97	759,726.00	37,561.76

Income/Expense Report
June 2023

Account Id	Account Description	Current Month	YTD	Prior YTD	Budget	Balance
10-1-0102-0000	TOWN MANAGER					
10-1-0102-1000	SALARY - TOWN MANAGER	21,296.21	170,476.14	139,491.21	185,716.00	15,239.86
10-1-0102-1001	SALARY - TOWN CLERK	5,663.05	71,673.21	71,726.40	74,600.00	2,926.79
10-1-0102-1010	VEHICLE ALLOWANCE	669.24	8,700.12	8,700.12	8,700.00	-0.12
10-1-0102-2001	FICA	2,178.43	19,416.31	16,831.07	20,598.00	1,181.69
10-1-0102-2003	RETIREMENT	6,369.80	54,579.84	39,403.92	54,836.00	256.16
10-1-0102-2005	MEDICAL PLANS	7.10	14,384.05	13,142.31	14,640.00	255.95
10-1-0102-2006	GROUP LIFE INSURANCE	391.36	3,353.34	2,767.44	3,378.00	24.66
10-1-0102-2007	DISABILITY INSURANCE	0	1,201.82	931.90	1,222.00	20.18
10-1-0102-2009	UNEMPLOYMENT INSURANCE	0	27.91	52.80	60.00	32.09
10-1-0102-2010	WORKERS COMPENSATION	0	102.00	136.00	238.00	136.00
10-1-0102-2014	GYM MEMBERSHIPS	0	120.00	200.00	240.00	120.00
10-1-0102-5204	CELLULAR/MOBILE COMMUNICATION	0	924.37	582.52	750.00	-174.37
10-1-0102-5504	TRAVEL - MEETINGS/EDUCATION	100.75	1,958.51	2,582.25	5,000.00	3,041.49
10-1-0102-5801	DUES & SUBSCRIPTIONS	25.00	710.00	1,000.00	700.00	-10.00
TOTAL		36,700.94	347,627.62	297,547.94	370,678.00	23,050.38

Income/Expense Report
June 2023

Account Id	Account Description	Current Month	YTD	Prior YTD	Budget	Balance
10-1-0103-0000	DIRECTOR OF MUNICIPAL SERVICES					
10-1-0103-1000	SALARY	8,976.04	113,252.95	113,571.34	117,600.00	4,347.05
10-1-0103-1010	VEHICLE ALLOWANCE	553.84	7,199.92	7,199.92	7,200.00	0.08
10-1-0103-2001	FICA	740.34	9,355.72	9,337.84	9,556.00	200.28
10-1-0103-2003	RETIREMENT	2,120.82	25,449.84	21,204.00	25,520.00	70.16
10-1-0103-2005	MEDICAL PLANS	1.05	7,064.99	6,195.96	7,320.00	255.01
10-1-0103-2006	GROUP LIFE INSURANCE	130.30	1,563.60	1,489.20	1,570.00	6.40
10-1-0103-2007	DISABILITY INSURANCE	0	558.66	500.31	570.00	11.34
10-1-0103-2009	UNEMPLOYMENT INSURANCE	0	10.40	26.40	30.00	19.60
10-1-0103-2010	WORKERS COMPENSATION	0	612.00	741.00	1,010.00	398.00
10-1-0103-5204	CELLULAR/MOBILE COMMUNICATION	96.85	630.10	999.99	800.00	169.90
10-1-0103-5504	TRAVEL - MEETINGS/EDUCATION	347.80	373.26	150.00	1,000.00	626.74
10-1-0103-5801	DUES & SUBSCRIPTIONS	0	45.00	80.00	500.00	455.00
TOTAL		12,967.04	166,116.44	161,495.96	172,676.00	6,559.56

Income/Expense Report
June 2023

Account Id	Account Description	Current Month	YTD	Prior YTD	Budget	Balance
10-1-0104-0000	BUSINESS DEVELOPMENT DEPT					
10-1-0104-1000	SALARY	6,301.94	79,689.34	79,787.32	84,600.00	4,910.66
10-1-0104-1010	VEHICLE ALLOWANCE	553.84	7,199.92	7,199.92	7,200.00	0.08
10-1-0104-2001	FICA	537.93	6,815.42	6,787.69	7,096.00	280.58
10-1-0104-2003	RETIREMENT	1,489.00	17,886.52	14,886.96	18,330.00	443.48
10-1-0104-2005	MEDICAL PLANS	1.05	7,064.99	6,195.96	7,320.00	255.01
10-1-0104-2006	GROUP LIFE INSURANCE	91.48	1,098.90	1,045.44	1,130.00	31.10
10-1-0104-2007	DISABILITY INSURANCE	0	402.60	359.30	420.00	17.40
10-1-0104-2009	UNEMPLOYMENT INSURANCE	0	10.40	26.40	30.00	19.60
10-1-0104-2010	WORKERS COMPENSATION	0	44.00	52.00	80.00	36.00
10-1-0104-2011	CELL PHONE ALLOWANCE	75.00	900.00	0	900.00	0.00
10-1-0104-5204	CELLULAR/MOBILE COMMUNICATION	120.02	780.13	1,620.12	800.00	19.87
10-1-0104-5504	TRAVEL - MEETING/EDUCATION	0	0	2,013.29	10,000.00	10,000.00
10-1-0104-5801	DUES & SUBSCRIPTIONS	0	300.00	300.00	1,000.00	700.00
10-1-0104-5803	MARKETING	0	10,033.88	12,318.84	15,000.00	4,966.12
10-1-0104-5804	DEPARTMENTAL SUPPLIES	0	0	0	500.00	500.00
10-1-0104-5805	SITE READINESS	4,900.00	4,900.00	1,657.20	40,000.00	35,100.00
10-1-0104-5806	BUSINESS INCENTIVE EXPENSE	337.08	337.08	0	20,000.00	19,662.92
10-1-0104-5807	FACADE AND UP FIT INCENTIVE EXPENSE	0	73,809.02	33,881.86	80,000.00	6,190.98
	TOTAL	14,407.34	211,272.20	168,132.30	294,406.00	83,133.80

Income/Expense Report
June 2023

Account Id	Account Description	Current Month	YTD	Prior YTD	Budget	Balance
10-1-0106-0000	NON-DEPARTMENTAL					
10-1-0106-1000	INCENTIVE	0	0	0	5,172.00	5,172.00
10-1-0106-3007	ADVERTISING	1,074.75	7,639.99	10,726.01	8,000.00	360.01
10-1-0106-3011	AUDIT	0	28,100.00	19,000.00	28,100.00	0.00
10-1-0106-3012	LEGAL EXPENSES	16,890.14	127,170.58	48,308.09	123,400.94	-3,769.64
10-1-0106-3014	REFUNDS ON TAXES	0	0	4,310.08	2,500.00	2,500.00
10-1-0106-3015	MISCELLANEOUS REFUNDS	0	347.33	70.59	1,000.00	652.67
10-1-0106-3016	ECONOMIC INCENTIVE GRANT	0	9,224.54	7,909.22	8,000.00	-1,224.54
10-1-0106-5309	PROPERTY INSURANCE - MISC	0	17,094.00	16,080.95	15,900.00	-1,194.00
10-1-0106-5804	DMV STOP EXPENSE	625.00	5,475.00	6,800.00	3,000.00	-2,475.00
TOTAL		18,589.89	195,051.44	113,204.94	195,072.94	21.50

Income/Expense Report
June 2023

Account Id	Account Description	Current Month	YTD	Prior YTD	Budget	Balance
10-1-0120-0000	POLICE DEPARTMENT					
10-1-0120-1000	SALARY - CHIEF	9,271.75	111,861.24	117,307.93	121,600.00	9,738.76
10-1-0120-1002	SALARIES - OVERTIME	7,713.55	89,139.42	60,045.91	45,000.00	-44,139.42
10-1-0120-1004	SALARIES - PART TIME	132.68	2,850.32	2,904.48	19,000.00	16,149.68
10-1-0120-1010	SALARIES - COMMAND STAFF	12,329.31	172,857.12	205,126.62	231,200.00	58,342.88
10-1-0120-1011	SALARIES - CORPLS & PTRL OFFICERS	49,663.14	616,531.00	536,800.20	619,800.00	3,269.00
10-1-0120-1012	SALARIES - CLERK & DISPATCHERS	8,444.35	107,200.31	106,967.65	111,200.00	3,999.69
10-1-0120-1013	SALARY - PT DISPATCHERS	798.00	2,526.00	1,632.00	2,000.00	-526.00
10-1-0120-1014	SALARIES - SRGTS & DETECTIVES	28,762.20	336,278.38	292,352.77	479,400.00	143,121.62
10-1-0120-1028	SALARY - ANIMAL WARDEN	1,469.63	18,779.31	20,218.04	19,338.00	558.69
10-1-0120-1029	HOLIDAY PAY	4,223.55	56,376.50	56,389.16	55,000.00	-1,376.50
10-1-0120-2001	FICA	9,334.90	114,225.96	103,343.89	130,726.00	16,500.04
10-1-0120-2003	RETIREMENT	26,911.82	297,269.07	235,735.22	338,090.00	40,820.93
10-1-0120-2005	MEDICAL PLANS	2,926.87	160,645.49	145,380.36	182,170.00	21,524.51
10-1-0120-2006	GROUP LIFE INSURANCE	1,653.46	18,264.63	16,882.22	20,810.00	2,545.37
10-1-0120-2007	DISABILITY INSURANCE	0	557.21	502.29	570.00	12.79
10-1-0120-2008	LINE OF DUTY ACT EXPENSE	0	28,785.00	23,406.00	24,600.00	-4,185.00
10-1-0120-2009	UNEMPLOYMENT INSURANCE	1.39	333.54	736.25	830.00	496.46
10-1-0120-2010	WORKERS COMPENSATION	0	38,724.00	41,407.00	59,870.00	21,146.00
10-1-0120-2011	CELL PHONE ALLOWANCE	40.00	480.00	0	480.00	0.00
10-1-0120-2012	UNIFORMS	3,154.35	27,223.89	15,312.71	48,670.00	21,446.11
10-1-0120-2013	CLOTHING ALLOWANCE	1,126.35	4,050.00	3,194.37	4,050.00	0.00
10-1-0120-2014	GYM MEMBERSHIPS/OFFICER WELLNESS	770.00	890.00	600.00	10,000.00	9,110.00
10-1-0120-3004	REPAIRS & MAINTENANCE	34.81	3,718.68	28,667.83	20,000.00	16,281.32
10-1-0120-3006	OFFICE EQUIP. MAINTENANCE	1,759.94	10,959.07	8,444.44	20,000.00	9,040.93
10-1-0120-3007	ADVERTISING	0	1,309.00	0	500.00	-809.00
10-1-0120-5100	ELECTRICAL SERVICE	1,350.84	9,467.05	7,613.92	9,000.00	-467.05
10-1-0120-5102	NATURAL GAS/HEATING	39.69	1,402.84	1,420.82	2,500.00	1,097.16
10-1-0120-5203	TELECOMMUNICATIONS	512.08	11,122.89	10,652.06	11,000.00	-122.89
10-1-0120-5204	CELLULAR/MOBILE COMMUNICATION	3,828.87	30,546.34	20,857.14	29,600.00	-946.34
10-1-0120-5309	PROPERTY & LIABILITY INSURANCE	0	24,146.00	22,320.00	23,500.00	-646.00
10-1-0120-5405	CLEANING/JANITORIAL SUPPLIES	760.00	7,447.04	8,179.61	8,000.00	552.96
10-1-0120-5408	VEHICLE & EQUIP. MAINTENANCE	4,241.24	34,229.32	47,227.22	40,000.00	5,770.68
10-1-0120-5411	FUEL EXPENSE	11,223.99	60,141.13	55,236.76	48,000.00	-12,141.13
10-1-0120-5412	SHOOTING RANGE EXPENSE	1,961.24	8,424.51	7,330.32	8,000.00	-424.51
10-1-0120-5504	TRAVEL - MEETINGS/EDUCATION	3,860.35	31,546.55	19,212.49	40,000.00	8,453.45
10-1-0120-5505	FORENSICS EXPENSE	4.95	2,435.64	4,479.37	2,000.00	-435.64
10-1-0120-5510	DRUG ENFORCEMENT EXPENSES	0	5,100.00	5,194.96	7,000.00	1,900.00
10-1-0120-5515	RECORDS MANAGEMENT EXPENSES	0	13,182.41	10,460.86	15,000.00	1,817.59
10-1-0120-5801	DUES & SUBSCRIPTIONS	0	13,705.51	13,353.00	12,000.00	-1,705.51

Income/Expense Report
June 2023

Account Id	Account Description	Current Month	YTD	Prior YTD	Budget	Balance
10-1-0120-5803	PHYSICALS	106.00	3,470.50	3,055.93	2,500.00	-970.50
10-1-0120-5804	DEPARTMENTAL SUPPLIES	2,117.94	23,345.81	22,979.34	30,000.00	6,654.19
10-1-0120-5805	AXON LEASE	0	42,838.06	46,029.62	46,000.00	3,161.94
10-1-0120-5808	IT SERVICE & MAINTENANCE	8,682.64	51,959.73	57,689.38	58,000.00	6,040.27
10-1-0120-5809	GRANT EXPENSES	0	14,312.50	9,192.52	14,326.00	13.50
10-1-0120-7009	CAPITAL OUTLAY	0	127,883.75	0	155,000.00	27,116.25
TOTAL		209,211.88	2,738,542.72	2,395,842.66	3,126,330.00	387,787.28

Income/Expense Report
June 2023

Account Id	Account Description	Current Month	YTD	Prior YTD	Budget	Balance
10-1-0122-0000	FIRE DEPARTMENT					
10-1-0122-1000	SALARIES	7,985.99	101,452.58	101,249.63	108,200.00	6,747.42
10-1-0122-1002	SALARIES - OVERTIME	0	256.49	114.95	500.00	243.51
10-1-0122-1004	SALARIES - PART TIME	2,880.00	34,424.00	34,868.00	38,000.00	3,576.00
10-1-0122-2001	FICA	801.54	10,058.52	10,220.25	11,262.00	1,203.48
10-1-0122-2003	RETIREMENT	1,886.88	22,642.56	18,864.96	23,340.00	697.44
10-1-0122-2005	MEDICAL PLANS	7.10	14,384.05	13,142.31	14,630.00	245.95
10-1-0122-2006	GROUP LIFE INSURANCE	115.92	1,391.04	1,325.04	1,440.00	48.96
10-1-0122-2007	DISABILITY INSURANCE	0	532.08	477.36	550.00	17.92
10-1-0122-2009	UNEMPLOYMENT INSURANCE	3.76	94.68	146.10	200.00	105.32
10-1-0122-2010	WORKERS COMPENSATION	0	4,314.00	3,930.00	7,650.00	3,336.00
10-1-0122-2011	CELL PHONE ALLOWANCE	40.00	480.00	0	480.00	0.00
10-1-0122-2012	UNIFORMS	0	1,923.87	1,485.84	3,000.00	1,076.13
10-1-0122-3004	REPAIRS & MAINTENANCE	2,349.70	43,406.08	25,746.11	47,071.00	3,664.92
10-1-0122-3006	OFFICE EQUIP & MAINTENANCE	994.65	4,532.80	4,813.12	9,000.00	4,467.20
10-1-0122-5100	ELECTRICAL SERVICE	2,093.89	18,582.76	17,187.46	16,000.00	-2,582.76
10-1-0122-5102	HEATING	144.86	2,720.75	2,799.41	2,500.00	-220.75
10-1-0122-5203	TELECOMMUNICATIONS	261.39	3,178.23	3,296.67	3,200.00	21.77
10-1-0122-5204	CELLULAR/MOBILE COMMUNICATION	59.95	5,235.03	5,166.38	5,520.00	284.97
10-1-0122-5309	PROPERTY & CASUALTY INSURANCE	0	33,090.00	27,933.00	33,000.00	-90.00
10-1-0122-5310	ACCIDENT & SICKNESS INSURANCE	0	5,867.00	5,867.00	7,000.00	1,133.00
10-1-0122-5405	CLEANING/JANITORIAL SUPPLIES	332.17	1,612.73	366.47	2,000.00	387.27
10-1-0122-5408	VEHICLE & EQUIP. MAINTENANCE	90,753.32	157,510.67	115,716.82	162,000.00	4,489.33
10-1-0122-5411	FUEL EXPENSE	3,496.46	27,887.49	24,555.84	25,000.00	-2,887.49
10-1-0122-5504	TRAVEL - MEETINGS/EDUCATION	0	1,161.68	0	1,000.00	-161.68
10-1-0122-5604	CONTRIBUTIONS (FIRE CALLS)	0	126,410.00	140,310.00	126,410.00	0.00
10-1-0122-5605	AID TO LOCALITIES PROGRAM	0	18,817.00	18,821.00	18,821.00	4.00
10-1-0122-5803	PHYSICALS	6,480.00	6,584.00	6,565.00	7,500.00	916.00
10-1-0122-5804	DEPARTMENTAL SUPPLIES	379.82	1,090.18	8,561.53	1,500.00	409.82
10-1-0122-5805	SAFETY	287.85	981.16	964.74	1,000.00	18.84
10-1-0122-7008	CONTRIBUTION (EQUIPMENT)	0	45,000.00	45,000.00	45,000.00	0.00
10-1-0122-7009	CAPITAL OUTLAY	0	60,037.00	70,099.51	60,032.00	-5.00
TOTAL		121,355.25	755,658.43	709,594.50	782,806.00	27,147.57

Income/Expense Report
June 2023

Account Id	Account Description	Current Month	YTD	Prior YTD	Budget	Balance
10-1-0124-0000	CODE COMPLIANCE OFFICIAL					
10-1-0124-1000	SALARIES	13,663.14	173,298.19	131,052.81	189,800.00	16,501.81
10-1-0124-1002	SALARIES - OVERTIME	0	0	17.31	0.00	0.00
10-1-0124-1006	SALARIES - PART TIME	0	0	13,574.27	0.00	0.00
10-1-0124-2001	FICA	1,049.82	13,301.89	11,276.61	14,558.00	1,256.11
10-1-0124-2003	RETIREMENT	3,228.26	38,720.60	23,880.96	41,010.00	2,289.40
10-1-0124-2005	MEDICAL PLANS	3.15	21,708.54	12,392.96	21,850.00	141.46
10-1-0124-2006	GROUP LIFE INSURANCE	198.34	2,378.94	1,677.20	2,520.00	141.06
10-1-0124-2007	DISABILITY INSURANCE	0	913.63	572.05	940.00	26.37
10-1-0124-2009	UNEMPLOYMENT INSURANCE	0	39.29	71.11	80.00	40.71
10-1-0124-2010	WORKERS COMPENSATION	0	691.00	710.00	1,220.00	529.00
10-1-0124-2011	CELL PHONE ALLOWANCE	80.00	800.00	0	480.00	-320.00
10-1-0124-2012	UNIFORMS	0	331.25	626.00	800.00	468.75
10-1-0124-3007	ADVERTISING	2,788.38	7,171.66	6,568.02	2,500.00	-4,671.66
10-1-0124-5204	CELLULAR/MOBILE COMMUNICATION	0	166.27	1,146.99	720.00	553.73
10-1-0124-5309	PROPERTY INSURANCE	0	849.00	769.00	850.00	1.00
10-1-0124-5408	VEHICLE & EQUIP. MAINTENANCE	196.25	814.33	605.16	500.00	-314.33
10-1-0124-5411	FUEL EXPENSE	354.27	1,885.23	1,292.60	1,000.00	-885.23
10-1-0124-5413	STATE LEVY - 2% OF PERMIT REV	270.88	2,112.04	1,038.12	1,500.00	-612.04
10-1-0124-5504	TRAVEL - MEETINGS/EDUCATION	0	1,407.14	36.72	2,500.00	1,092.86
10-1-0124-5801	DUES & SUBSCRIPTIONS	0.00	135.00	190.00	250.00	115.00
10-1-0124-5802	DEMOLITION COSTS	0	0	20,650.00	25,000.00	25,000.00
10-1-0124-5803	REIMBURSE FEES	0	499.80	5,021.09	200.00	-299.80
10-1-0124-5804	DEPARTMENTAL SUPPLIES	0	576.02	713.65	1,500.00	923.98
10-1-0124-5805	STORMWATER / E&S	2,688.00	14,512.00	5,285.00	10,000.00	-4,512.00
	TOTAL	24,520.49	282,311.82	239,167.63	319,778.00	37,466.18

Income/Expense Report
June 2023

Account Id	Account Description	Current Month	YTD	Prior YTD	Budget	Balance
10-1-0126-0000	STREET MAINTENANCE					
10-1-0126-1000	SALARIES	23,425.40	316,035.07	304,866.54	345,727.00	29,691.93
10-1-0126-1002	SALARIES - OVERTIME	292.53	13,170.46	12,360.41	15,000.00	1,829.54
10-1-0126-2001	FICA	1,768.59	24,832.94	18,965.50	27,796.00	2,963.06
10-1-0126-2003	RETIREMENT	5,517.84	69,980.40	56,629.26	74,600.00	4,619.60
10-1-0126-2005	MEDICAL PLANS	18.80	46,959.12	41,463.22	51,000.00	4,040.88
10-1-0126-2006	GROUP LIFE INSURANCE	339.04	4,331.12	3,976.84	4,590.00	258.88
10-1-0126-2007	DISABILITY INSURANCE	0	1,665.71	1,445.88	1,770.00	104.29
10-1-0126-2009	UNEMPLOYMENT INSURANCE	0	99.20	226.20	190.00	90.80
10-1-0126-2010	WORKERS COMPENSATION	0	7,971.00	12,813.00	19,050.00	11,079.00
10-1-0126-2011	CELL PHONE ALLOWANCE	40.00	480.00	0	480.00	0.00
10-1-0126-2012	UNIFORMS	0	1,259.62	4,507.50	1,600.00	340.38
10-1-0126-2013	CLOTHING ALLOWANCE	0	1,950.00	0	2,100.00	150.00
10-1-0126-3015	ENGINEERING	2,448.50	14,428.50	0	12,000.00	-2,428.50
10-1-0126-5100	ELECTRIC SERVICE(STREETLIGHTS)	22,311.36	101,899.09	90,647.82	90,000.00	-11,899.09
10-1-0126-5204	CELLULAR/MOBILE COMMUNICATION	176.87	1,275.21	1,777.48	1,320.00	44.79
10-1-0126-5309	PROPERTY INSURANCE	0	13,785.00	13,323.00	14,000.00	215.00
10-1-0126-5407	STREET MAINTENANCE	210,465.67	1,660,232.29	470,327.42	1,884,911.00	224,678.71
10-1-0126-5408	VEHICLE & EQUIP. MAINTENANCE	5,468.18	33,860.90	28,399.61	35,000.00	1,139.10
10-1-0126-5411	FUEL EXPENSE	4,919.81	33,068.54	35,373.07	30,000.00	-3,068.54
10-1-0126-5504	TRAVEL - MEETINGS/EDUCATION	0	3,994.09	497.59	2,000.00	-1,994.09
10-1-0126-5803	HEPATITIS SHOTS/DRUG TEST/DMV	0	496.00	985.00	400.00	-96.00
10-1-0126-5804	DEPARTMENTAL SUPPLIES	0	356.80	149.56	200.00	-156.80
10-1-0126-5805	SAFETY/PROTECTIVE EQUIP.	333.37	2,936.82	1,425.56	2,500.00	-436.82
10-1-0126-7009	CAPITAL OUTLAY	312,413.86	354,992.73	101,500.67	454,000.00	99,007.27
TOTAL		589,939.82	2,710,060.61	1,201,661.13	3,070,234.00	360,173.39

Income/Expense Report
June 2023

Account Id	Account Description	Current Month	YTD	Prior YTD	Budget	Balance
10-1-0132-0000	SOLID WASTE					
10-1-0132-1000	SALARIES	10,923.85	136,946.62	134,766.96	167,800.00	30,853.38
10-1-0132-1002	SALARIES - OVERTIME	317.14	7,831.23	7,917.25	8,500.00	668.77
10-1-0132-2001	FICA	866.92	11,238.36	10,999.09	13,608.00	2,369.64
10-1-0132-2003	RETIREMENT	2,453.00	29,266.28	24,242.64	36,210.00	6,943.72
10-1-0132-2005	MEDICAL PLANS	2.10	15,904.81	12,398.21	29,160.00	13,255.19
10-1-0132-2006	GROUP LIFE INSURANCE	150.72	1,798.19	1,702.56	2,230.00	431.81
10-1-0132-2007	DISABILITY INSURANCE	0	698.40	628.56	880.00	181.60
10-1-0132-2009	UNEMPLOYMENT INSURANCE	0	31.20	79.20	110.00	78.80
10-1-0132-2010	WORKERS COMPENSATION	0	10,221.00	7,843.00	12,210.00	1,989.00
10-1-0132-2012	UNIFORMS	0	940.71	2,033.30	1,100.00	159.29
10-1-0132-2013	CLOTHING ALLOWANCE	0	900.00	0	1,200.00	300.00
10-1-0132-3004	REPAIRS & MAINTENANCE	0	237.79	3,149.35	12,000.00	11,762.21
10-1-0132-5309	PROPERTY INSURANCE	0	4,883.00	6,266.00	6,600.00	1,717.00
10-1-0132-5408	VEHICLE & EQUIP. MAINTENANCE	8,593.38	50,289.86	31,438.01	35,000.00	-15,289.86
10-1-0132-5411	FUEL EXPENSE	4,539.62	34,557.53	30,911.99	25,000.00	-9,557.53
10-1-0132-5803	HEPATITIS SHOTS/DRUG TEST/DMV	0	0	0	200.00	200.00
10-1-0132-5804	DEPARTMENTAL SUPPLIES	0	0	0	100.00	100.00
10-1-0132-5805	SAFETY/PROTECTIVE EQUIP.	0	297.68	189.99	750.00	452.32
10-1-0132-6000	WASTE COLLECTION FEE	57,196.96	343,077.73	343,219.51	350,000.00	6,922.27
10-1-0132-7000	LANDFILL TIPPING FEES	31,185.60	187,231.60	178,184.40	200,000.00	12,768.40
10-1-0132-7009	CAPITAL OUTLAY	0	25,249.00	11,770.00	36,500.00	11,251.00
TOTAL		116,229.29	861,600.99	807,740.02	939,158.00	77,557.01

Income/Expense Report
June 2023

Account Id	Account Description	Current Month	YTD	Prior YTD	Budget	Balance
10-1-0133-0000	FLEET MAINTENANCE					
10-1-0133-1000	SALARIES	15,356.92	194,559.70	193,731.95	205,800.00	11,240.30
10-1-0133-1002	SALARIES - OVERTIME	9.51	285.27	253.58	1,000.00	714.73
10-1-0133-2001	FICA	1,181.22	15,038.35	13,269.95	15,898.00	859.65
10-1-0133-2003	RETIREMENT	3,628.46	43,541.52	36,277.44	44,500.00	958.48
10-1-0133-2005	MEDICAL PLANS	7.10	14,384.05	13,148.61	21,850.00	7,465.95
10-1-0133-2006	GROUP LIFE INSURANCE	222.94	2,675.28	2,548.08	2,740.00	64.72
10-1-0133-2007	DISABILITY INSURANCE	0	998.04	897.71	1,020.00	21.96
10-1-0133-2009	UNEMPLOYMENT INSURANCE	0	31.20	79.20	80.00	48.80
10-1-0133-2010	WORKERS COMPENSATION	0	2,126.00	1,246.00	5,120.00	2,994.00
10-1-0133-2012	UNIFORMS	0	75.00	1,084.98	600.00	525.00
10-1-0133-2013	CLOTHING ALLOWANCE	0	900.00	0	900.00	0.00
10-1-0133-3004	REPAIRS & MAINTENANCE	720.56	7,717.56	6,097.70	8,000.00	282.44
10-1-0133-5100	ELECTRICAL SERVICE	1,157.24	8,116.63	6,760.74	9,000.00	883.37
10-1-0133-5102	HEATING	143.91	5,566.06	4,861.16	5,500.00	-66.06
10-1-0133-5204	CELLULAR/MOBILE COMMUNICATION	176.87	1,150.23	1,282.32	1,300.00	149.77
10-1-0133-5309	PROPERTY INSURANCE	0	394.00	361.00	400.00	6.00
10-1-0133-5408	VEHICLE & EQUIP. MAINTENANCE	470.70	17,343.28	14,268.53	19,449.00	2,105.72
10-1-0133-5411	FUEL EXPENSE	50.31	639.28	974.57	700.00	60.72
10-1-0133-5504	TRAVEL - MEETINGS/EDUCATION	0	115.38	0	300.00	184.62
10-1-0133-5801	DUES & SUBSCRIPTIONS	0	1,999.00	5,404.99	5,000.00	3,001.00
10-1-0133-5803	HEPATITIS SHOTS/DRUG TEST/DMV	0	142.00	153.00	200.00	58.00
10-1-0133-5804	DEPARTMENTAL SUPPLIES	0	86.23	689.62	500.00	413.77
10-1-0133-5805	SAFETY/PROTECTIVE EQUIP.	13.47	754.58	277.44	1,000.00	245.42
10-1-0133-7009	CAPITAL OUTLAY	0	9,781.20	4,541.96	10,000.00	218.80
TOTAL		23,139.21	328,419.84	308,210.53	360,857.00	32,437.16

Income/Expense Report
June 2023

Account Id	Account Description	Current Month	YTD	Prior YTD	Budget	Balance
10-1-0134-0000	FACILITY MAINTENANCE					
10-1-0134-1000	SALARIES	9,524.62	121,171.25	120,094.61	128,800.00	7,628.75
10-1-0134-1002	SALARIES - OVERTIME	0	186.04	0	500.00	313.96
10-1-0134-2001	FICA	745.76	9,565.38	8,930.28	9,968.00	402.62
10-1-0134-2003	RETIREMENT	2,250.44	27,005.28	22,500.00	27,700.00	694.72
10-1-0134-2005	MEDICAL PLANS	5.65	21,315.71	18,956.68	21,850.00	534.29
10-1-0134-2006	GROUP LIFE INSURANCE	138.28	1,659.36	1,580.16	1,710.00	50.64
10-1-0134-2007	DISABILITY INSURANCE	0	651.46	598.32	670.00	18.54
10-1-0134-2009	UNEMPLOYMENT INSURANCE	0	31.20	82.22	80.00	48.80
10-1-0134-2010	WORKERS COMPENSATION	0	1,068.00	2,310.00	2,450.00	1,382.00
10-1-0134-2012	UNIFORMS	0	223.20	1,084.98	600.00	376.80
10-1-0134-2013	CLOTHING ALLOWANCE	0	900.00	0	900.00	0.00
10-1-0134-3004	REPAIRS & MAINTENANCE	8,995.41	25,751.65	30,420.85	15,000.00	-10,751.65
10-1-0134-5100	ELECTRICAL SERVICE	2,132.95	13,998.44	10,783.07	15,000.00	1,001.56
10-1-0134-5102	HEATING	78.43	6,907.92	4,946.81	6,500.00	-407.92
10-1-0134-5309	PROPERTY INSURANCE	0	8,075.00	5,746.00	6,100.00	-1,975.00
10-1-0134-5405	CLEANING/JANITORIAL SUPPLIES	810.96	6,925.35	6,711.72	7,500.00	574.65
10-1-0134-5408	VEHICLE & EQUIP. MAINTENANCE	144.64	543.17	597.77	600.00	56.83
10-1-0134-5411	FUEL EXPENSE	237.67	978.18	1,554.79	700.00	-278.18
10-1-0134-5803	HEPATITIS SHOTS/DRUG TEST/DMV	0	0	0	150.00	150.00
10-1-0134-5805	SAFETY/PROTECTIVE EQUIP.	0	414.95	101.05	600.00	185.05
10-1-0134-5897	AMERICAN RESCUE PLAN ACT EXPENSES	0	0	0	1,000,000.00	1,000,000.00
10-1-0134-7009	CAPITAL OUTLAY	476,364.58	1,162,389.77	74,101.00	4,345,000.00	3,182,610.23
10-1-0134-7804	DEBT SERVICE	0	163,886.82	88,723.53	163,903.00	16.18
TOTAL		501,429.39	1,573,648.13	399,823.84	5,756,281.00	4,182,632.87

Income/Expense Report
June 2023

Account Id	Account Description	Current Month	YTD	Prior YTD	Budget	Balance
10-1-0450-0000	PARKS AND GROUNDS					
10-1-0450-1000	SALARIES	17,889.84	205,308.17	197,896.97	237,985.00	32,676.83
10-1-0450-1002	SALARIES - OVERTIME	0	0	0	2,000.00	2,000.00
10-1-0450-1006	SALARIES - TEMPORARY	0	0	7,321.08	10,000.00	10,000.00
10-1-0450-2001	FICA	1,359.23	15,661.86	13,659.53	18,502.00	2,840.14
10-1-0450-2003	RETIREMENT	4,673.54	46,698.65	36,405.64	51,480.00	4,781.35
10-1-0450-2005	MEDICAL PLANS	5.65	27,421.30	25,534.53	43,690.00	16,268.70
10-1-0450-2006	GROUP LIFE INSURANCE	287.14	2,869.29	2,556.80	3,170.00	300.71
10-1-0450-2007	DISABILITY INSURANCE	0	1,120.06	956.44	1,260.00	139.94
10-1-0450-2009	UNEMPLOYMENT INSURANCE	0	111.80	158.40	160.00	48.20
10-1-0450-2010	WORKERS COMPENSATION	0	2,563.00	2,687.00	5,990.00	3,427.00
10-1-0450-2012	UNIFORMS	0	465.00	2,477.90	2,200.00	1,735.00
10-1-0450-2013	CLOTHING ALLOWANCE	0	1,200.00	0	1,800.00	600.00
10-1-0450-3004	REPAIRS & MAINTENANCE	16,350.94	55,896.29	88,505.19	80,000.00	24,103.71
10-1-0450-5100	ELECTRICAL SERVICE	4,362.09	22,282.15	17,368.73	20,000.00	-2,282.15
10-1-0450-5204	CELLULAR/MOBILE COMMUNICATION	97.11	767.84	582.52	625.00	-142.84
10-1-0450-5309	PROPERTY INSURANCE	0	2,430.00	3,033.00	3,300.00	870.00
10-1-0450-5408	VEHICLE & EQUIP. MAINTENANCE	2,676.28	8,315.91	2,019.58	6,000.00	-2,315.91
10-1-0450-5411	FUEL EXPENSE	1,584.67	5,027.98	4,557.57	7,000.00	1,972.02
10-1-0450-5504	TRAVEL - MEETINGS/EDUCATION	0	477.16	325.58	500.00	22.84
10-1-0450-5803	HEPATITIS SHOTS/DRUG TEST/DMV	0	153.00	182.00	300.00	147.00
10-1-0450-5804	DEPARTMENTAL SUPPLIES	0	0	0	250.00	250.00
10-1-0450-5805	SAFETY/PROTECTIVE EQUIP.	0	1,308.84	196.93	700.00	-608.84
10-1-0450-7009	CAPITAL OUTLAY	56,670.00	96,325.19	188,635.00	81,000.00	-15,325.19
TOTAL		105,956.49	496,403.49	595,060.39	577,912.00	81,508.51

Income/Expense Report
June 2023

Account Id	Account Description	Current Month	YTD	Prior YTD	Budget	Balance
10-1-0451-0000	LIBRARY					
10-1-0451-3004	REPAIRS & MAINTENANCE	347.64	2,310.27	974.42	6,000.00	3,689.73
10-1-0451-5100	ELECTRICAL SERVICE	2,022.67	12,057.76	10,804.94	14,000.00	1,942.24
10-1-0451-5102	HEATING	50.46	2,564.76	2,572.05	3,000.00	435.24
TOTAL		<u>2,420.77</u>	<u>16,932.79</u>	<u>14,351.41</u>	<u>23,000.00</u>	<u>6,067.21</u>

Income/Expense Report
June 2023

Account Id	Account Description	Current Month	YTD	Prior YTD	Budget	Balance
10-1-0920-0000	COMMUNITY DEVELOPMENT					
10-1-0920-5606	REGIONAL PLANNING COMMISSION	0	7,504.00	5,812.50	7,504.00	0.00
10-1-0920-5607	REGIONAL AIRPORT	0	25,000.00	25,000.00	25,000.00	0.00
10-1-0920-5608	SOUTH HILL CDA	0	0	78,950.00	0.00	0.00
10-1-0920-5609	COMMUNITY DEVELOPMENT	21,588.07	36,993.03	43,316.42	111,174.00	74,180.97
10-1-0920-5610	CDA FACILITIES REPAIRS/MAINTENANCE	0	816.51	759.71	10,000.00	9,183.49
10-1-0920-5611	MECKLENBURG COUNTY PUBLIC LIBRARY	6,900.00	6,900.00	6,400.00	6,900.00	0.00
10-1-0920-5612	SOUTHSIDE RESCUE SQUAD	0	125,000.00	125,000.00	125,000.00	0.00
10-1-0920-5613	CMH CAPITAL CAMPAIGN	0	0	10,000.00	0.00	0.00
10-1-0920-5614	CHAMBER OF COMMERCE/SHOPS OF SOUTH HILL	0	0	150,000.00	0.00	0.00
10-1-0920-5615	THE COLONIAL CENTER	0	0.00	155,000.00	0.00	0.00
10-1-0920-5618	LAB BUS	0	36,760.00	0	36,760.00	0.00
10-1-0920-5620	BUSINESS EDUCATION PARTNERSHIP	0	4,000.00	4,000.00	4,000.00	0.00
10-1-0920-5622	SOUTH HILL REVITALIZATION	0	6,500.00	5,000.00	6,500.00	0.00
10-1-0920-5623	SOUTHERN VA FOOD HUB	0	35,000.00	33,200.00	30,000.00	-5,000.00
10-1-0920-5626	COLONIAL CENTER - VCA GRANT AND MATCH	0	10,000.00	9,500.00	10,000.00	0.00
10-1-0920-5629	ROANOKE RIVER RAILS TO TRAILS	0	500.00	500.00	750.00	250.00
	TOTAL	28,488.07	294,973.54	652,438.63	373,588.00	78,614.46
	GENERAL FUND Expenditure Totals	1,869,501.20	11,766,729.84	8,819,060.20	17,200,632.94	5,433,903.10

Income/Expense Report
June 2023

Account Id	Account Description	Current Month	YTD	Prior YTD	Budget	Balance
30-2-1068-0472	CANCEL PRIOR YEAR A/P	0	20.00	0	0.00	20.00
30-2-5000-0001	WATER SALES	145,871.02	1,721,467.55	1,514,909.70	1,740,000.00	-18,532.45
30-2-5000-0002	WATER CONNECTION FEES	10,000.00	35,691.58	38,085.49	16,000.00	19,691.58
30-2-5000-0004	SEWAGE TREATMENT/LACROSSE	3,016.60	44,882.12	40,223.75	40,000.00	4,882.12
30-2-5000-0005	SEWAGE TREATMENT/BRODNAX	1,624.53	20,240.76	18,080.83	20,000.00	240.76
30-2-5000-0006	PENALTIES-PAST DUE SALES	7,443.74	83,772.25	2,886.44	60,000.00	23,772.25
30-2-5000-0007	INTEREST ON DEPOSITS	0	131,059.99	23,334.62	15,000.00	116,059.99
30-2-5000-0008	WWTP EXPANSION PAYMENT/LACROSSE	1,455.90	17,470.80	17,470.80	17,470.00	0.80
30-2-5000-0009	WWTP EXPANSION PAYMENT/BRODNAX	727.95	8,735.40	8,735.40	8,735.00	0.40
30-2-5000-0010	SEPTIC TANK HAULERS FEE	6,383.41	69,456.50	75,761.43	70,000.00	-543.50
30-2-5000-0011	SET UP FEE - BULK WATER	0	200.00	140.00	100.00	100.00
30-2-5000-0013	CUT ON / TRANSFER FEES	4,120.00	53,280.00	56,508.64	50,000.00	3,280.00
30-2-5000-0016	LEACHATE TREATMENT	39,243.50	437,877.01	363,755.57	400,000.00	37,877.01
30-2-5000-0020	TRANSFER FROM FUND BALANCE	0	0	0	3,781,784.00	-3,781,784.00
30-2-5000-0025	MISCELLANEOUS INCOME	0	2,725.54	-23,441.79	3,000.00	-274.46
30-2-5000-0026	REIMBURSED EXPENSES	5,000.00	5,000.00	0	0.00	5,000.00
30-2-5000-0028	MISC INCOME (ACCRUAL BASIS)	0	1,195.58	-300.00	0.00	1,195.58
30-2-5000-0031	SEWER SALES	130,714.91	1,464,660.48	1,233,418.43	1,440,000.00	24,660.48
30-2-5000-0032	SEWER CONNECTION FEES	10,500.00	44,190.00	40,500.00	24,000.00	20,190.00
30-2-5000-0482	COVID-19 MUNICIPAL UTILITY RELIEF	0	0	26,709.51	0.00	0.00
30-2-5000-0494	AMERICAN RESCUE PLAN ACT FUNDING	0	1,064,883.14	885,435.10	1,770,644.90	-705,761.76
30-2-5000-0495	AMERICAN RESCUE PLAN UTILITY ASSISTANCE	0	6,443.51	7,507.19	6,443.51	0.00
30-2-5000-0496	EDA GRANT	0	0	0	600,000.00	-600,000.00
30-2-5000-0497	CONSTRUCTION CONTRIBUTION	0	0	0	2,400,000.00	-2,400,000.00
30-2-5000-0580	SALE OF PROPERTY	0	800,000.00	0	0.00	800,000.00
WATER & SEWER FUND Revenue Totals		366,101.56	6,013,252.21	4,329,721.11	12,463,177.41	-6,449,925.20

Income/Expense Report
June 2023

Account Id	Account Description	Current Month	YTD	Prior YTD	Budget	Balance
30-1-6000-0000	WATER DISTRIBUTION SYSTEMS					
30-1-6000-1000	SALARIES	7,280.80	84,901.01	90,729.25	91,924.00	7,022.99
30-1-6000-1002	SALARIES - OVERTIME	125.18	3,490.41	2,693.98	9,000.00	5,509.59
30-1-6000-1010	INCENTIVE	0	0	0	1,972.00	1,972.00
30-1-6000-2001	FICA	550.02	6,669.09	5,899.08	7,771.00	1,101.91
30-1-6000-2003	RETIREMENT	1,720.23	19,286.64	21,265.38	19,850.00	563.36
30-1-6000-2005	MEDICAL PLANS	4.60	14,813.21	12,391.91	14,630.00	-183.21
30-1-6000-2006	GROUP LIFE INSURANCE	105.68	1,185.03	1,844.58	1,220.00	34.97
30-1-6000-2007	DISABILITY INSURANCE	0	470.36	411.58	480.00	9.64
30-1-6000-2009	UNEMPLOYMENT INSURANCE	0	31.70	50.41	60.00	28.30
30-1-6000-2010	WORKERS COMPENSATION	0	999.00	3,068.00	3,040.00	2,041.00
30-1-6000-2012	UNIFORMS	0	0	600.00	1,600.00	1,600.00
30-1-6000-2013	CLOTHING ALLOWANCE	0	600.00	0	600.00	0.00
30-1-6000-3004	REPAIRS AND MAINTENANCE	34,331.63	88,699.66	84,826.88	100,000.00	11,300.34
30-1-6000-3010	CONTRACT/TESTING SERVICES	1,553.02	6,092.22	5,905.59	6,500.00	407.78
30-1-6000-3015	ENGINEERING	0	0	674.25	10,000.00	10,000.00
30-1-6000-5100	ELECTRICAL SERVICE	637.93	4,030.13	3,331.72	3,500.00	-530.13
30-1-6000-5204	CELLULAR/MOBILE COMMUNICATION	176.87	1,150.23	1,062.64	1,200.00	49.77
30-1-6000-5309	PROPERTY INSURANCE	0	6,242.00	5,423.00	5,700.00	-542.00
30-1-6000-5408	VEHICLE & EQUIP. MAINTENANCE	213.28	1,915.58	3,100.10	2,500.00	584.42
30-1-6000-5411	FUEL EXPENSE	579.83	3,716.30	4,735.93	5,000.00	1,283.70
30-1-6000-5413	VA DEPT OF HEALTH FEES	0	7,842.00	7,842.00	8,000.00	158.00
30-1-6000-5504	TRAVEL - MEETINGS/EDUCATION	0	4,094.23	1,922.94	2,000.00	-2,094.23
30-1-6000-5700	WATER TANK MAINTENANCE	0	0	2,572.59	5,000.00	5,000.00
30-1-6000-5803	HEPATITIS SHOTS/DRUG TEST/DMV	0	0	51.00	200.00	200.00
30-1-6000-5804	DEPARTMENTAL SUPPLIES	0	279.30	0	200.00	-79.30
30-1-6000-5805	SAFETY/PROTECTIVE EQUIP.	0	782.24	351.13	600.00	-182.24
30-1-6000-5807	NORTHSIDE INFRASTRUCTURE	0	16,257.34	0.00	3,000,000.00	2,983,742.66
30-1-6000-5897	AMERICAN RESCUE PLAN ACT EXPENSES	18,274.00	152,848.30	0	1,762,160.00	1,609,311.70
30-1-6000-5898	COVID-19 MUNICIPAL UTILITY RELIEF PROGRA	0	0	23,753.01	0.00	0.00
30-1-6000-5900	AMERICAN RESCUE PLAN UTILITY ASSISTANCE	0	6,443.51	7,507.19	6,443.51	0.00
30-1-6000-7008	LAND/EASEMENT ACQUISITION	950.53	12,455.32	739.00	0.00	-12,455.32
30-1-6000-7009	CAPITAL OUTLAY	0	323,773.93	0.00	341,204.00	17,430.07
30-1-6000-7050	WATER PURCHASES - RRSAs	198,661.60	1,189,211.62	1,110,129.43	1,320,000.00	130,788.38
30-1-6000-7804	DEBT SERVICE	0	366,827.90	26,973.18	366,863.00	35.10
30-1-6040-8600	TRANSFER TO OTHER FUNDS		72,905.00	64,648.00	81,250.00	8,345.00
	TOTAL	265,165	2,398,013	1,494,504	7,180,468	4,782,454

Income/Expense Report
June 2023

Account Id	Account Description	Current Month	YTD	Prior YTD	Budget	Balance
30-1-6050-0000	SEWER COLLECTION SYSTEM					
30-1-6050-1000	SALARIES	7,280.80	83,460.34	92,168.41	91,924.00	8,463.66
30-1-6050-1002	SALARIES - OVERTIME	125.17	3,422.63	2,714.01	9,000.00	5,577.37
30-1-6050-2001	FICA	550.09	6,533.03	6,000.89	7,771.00	1,237.97
30-1-6050-2003	RETIREMENT	1,720.31	18,840.90	21,533.49	19,850.00	1,009.10
30-1-6050-2005	MEDICAL PLANS	2.10	11,746.34	10,309.11	14,630.00	2,883.66
30-1-6050-2006	GROUP LIFE INSURANCE	105.70	1,157.45	1,863.23	1,220.00	62.55
30-1-6050-2007	DISABILITY INSURANCE	0	436.22	393.94	480.00	43.78
30-1-6050-2009	UNEMPLOYMENT INSURANCE	0	27.39	55.19	60.00	32.61
30-1-6050-2010	WORKERS COMPENSATION	0	644.00	831.00	1,270.00	626.00
30-1-6050-2012	UNIFORMS	0	0	450.00	1,600.00	1,600.00
30-1-6050-2013	CLOTHING ALLOWANCE	0	450.00	0	600.00	150.00
30-1-6050-3004	REPAIRS & MAINTENANCE	9,719.62	111,417.88	49,059.25	85,000.00	-26,417.88
30-1-6050-3015	ENGINEERING	2,817.50	13,491.60	0	20,000.00	6,508.40
30-1-6050-5100	ELECTRICAL SERVICE	4,764.21	32,744.65	26,902.11	30,000.00	-2,744.65
30-1-6050-5309	PROPERTY INSURANCE	0	5,196.00	4,451.00	4,700.00	-496.00
30-1-6050-5408	VEHICLE & EQUIP. MAINTENANCE	439.99	4,682.50	2,727.60	10,000.00	5,317.50
30-1-6050-5411	FUEL EXPENSE	1,677.43	8,773.28	9,496.07	8,000.00	-773.28
30-1-6050-5504	TRAVEL - MEETINGS/EDUCATION	0	190.22	182.04	300.00	109.78
30-1-6050-5803	HEPATITIS SHOTS/DRUG TEST/DMV	0	48.00	20.00	200.00	152.00
30-1-6050-5804	DEPARTMENTAL SUPPLIES	0	0	0	100.00	100.00
30-1-6050-5805	SAFETY/PROTECTIVE EQUIP.	0	188.01	156.37	600.00	411.99
30-1-6050-5806	NORTHEAST SEWER PROJECT	0	145,760.78	872.04	750,000.00	604,239.22
30-1-6050-5897	AMERICAN RESCUE PLAN ACT EXPENSES	0	930,308.84	0.00	864,564.90	-65,743.94
30-1-6050-7009	CAPITAL OUTLAY	62,795.60	238,494.30	6,621.46	925,000.00	686,505.70
30-1-6050-7804	DEBT SERVICE	0	545,895.31	40,059.22	545,947.00	51.69
30-1-6050-7805	BOND ISSUANCE COSTS	0	0	9,250.50	0.00	0.00
30-1-6940-8600	TRANSFER TO OTHER FUNDS	0	72,905.00	64,648.00	81,250.00	8,345.00
TOTAL		91,999	2,236,815	350,765	3,474,067	1,237,252

Income/Expense Report
June 2023

Account Id	Account Description	Current Month	YTD	Prior YTD	Budget	Balance
30-1-7000-0000	WASTEWATER TREATMENT PLANT					
30-1-7000-1000	SALARIES	19,434.52	212,483.11	200,266.16	301,800.00	89,316.89
30-1-7000-1002	SALARIES - OVERTIME	305.66	1,735.38	7,252.68	4,000.00	2,264.62
30-1-7000-1004	SALARIES - PART TIME	0	10,660.14	7,501.85	9,000.00	-1,660.14
30-1-7000-2001	FICA	1,527.42	17,445.91	16,691.08	24,198.00	6,752.09
30-1-7000-2003	RETIREMENT	4,584.10	46,985.05	51,891.48	65,430.00	18,444.95
30-1-7000-2005	MEDICAL PLANS	6.70	23,084.11	18,963.07	36,370.00	13,285.89
30-1-7000-2006	GROUP LIFE INSURANCE	281.64	2,886.58	4,073.68	4,020.00	1,133.42
30-1-7000-2007	DISABILITY INSURANCE	0	1,073.27	907.34	1,520.00	446.73
30-1-7000-2009	UNEMPLOYMENT INSURANCE	0	47.50	102.30	200.00	152.50
30-1-7000-2010	WORKERS COMPENSATION	0	1,680.00	2,010.00	4,060.00	2,380.00
30-1-7000-2012	UNIFORMS	0	410.85	1,019.50	300.00	-110.85
30-1-7000-2013	CLOTHING ALLOWANCE	0	900.00	0	1,500.00	600.00
30-1-7000-3004	REPAIRS & MAINTENANCE	12,781.58	150,532.67	81,819.92	150,000.00	-532.67
30-1-7000-3010	CONTRACT/TESTING SERVICES	4,031.20	37,629.23	27,875.96	35,000.00	-2,629.23
30-1-7000-3012	LEGAL EXPENSES	0	0	1,493.50	10,000.00	10,000.00
30-1-7000-3015	ENGINEERING	0	6,644.00	36,796.00	25,000.00	18,356.00
30-1-7000-5100	ELECTRICAL SERVICE	17,461.09	119,575.37	103,526.91	130,000.00	10,424.63
30-1-7000-5203	TELECOMMUNICATIONS	137.73	1,659.16	1,820.12	2,200.00	540.84
30-1-7000-5204	CELLULAR/MOBILE COMMUNICATION	223.70	1,465.20	1,539.11	1,200.00	-265.20
30-1-7000-5309	PROPERTY INSURANCE	0	15,985.00	13,681.00	14,400.00	-1,585.00
30-1-7000-5405	CLEANING & JANITORIAL	0	236.80	564.12	500.00	263.20
30-1-7000-5408	VEHICLE & EQUIP. MAINTENANCE	145.82	5,044.21	3,290.18	5,000.00	-44.21
30-1-7000-5411	FUEL EXPENSE	350.22	10,997.68	11,309.86	13,000.00	2,002.32
30-1-7000-5413	DEQ FEES	0	10,347.00	10,379.00	10,000.00	-347.00
30-1-7000-5415	CHEMICALS	0	13,064.00	19,182.00	20,000.00	6,936.00
30-1-7000-5416	LAB SUPPLIES	0	9,703.01	6,317.62	9,000.00	-703.01
30-1-7000-5419	DISPOSAL EXPENSE	9,087.57	53,603.85	43,120.25	60,000.00	6,396.15
30-1-7000-5504	TRAVEL - MEETINGS/EDUCATION	186.15	5,901.11	3,158.64	6,000.00	98.89
30-1-7000-5803	HEPATITIS SHOTS/DRUG TEST/DMV	90.00	180.00	51.00	300.00	120.00
30-1-7000-5804	DEPARTMENTAL SUPPLIES	277.92	1,884.87	1,370.22	2,000.00	115.13
30-1-7000-5805	SAFETY/PROTECTIVE EQUIP.	0	917.00	748.04	2,000.00	1,083.00
30-1-7000-7009	CAPITAL OUTLAY	0	54,592.31	4,924.85	355,000.00	300,407.69
30-1-7000-7804	DEBT SERVICE	0	117,429.04	10,654.38	117,441.00	11.96
30-1-9500-9000	OPERATING/CAPITAL RESERVE	0	0	0	388,204.00	388,204.00
TOTALS		70,913.02	936,783.41	694,301.82	1,808,643.00	871,859.59
WATER & SEWER FUND Expenditure Totals		428,076.74	5,571,611.34	2,539,570.50	12,463,177.41	6,891,566.07

Reports to Accept as Presented

Town Council Meeting

September 11, 2023

1. Town Manager Report
 - a. Facilities Reservation Calendar
 - b. Fire Report
2. Police Report
3. Municipal Services Report
4. Code Compliance Report
 - a. Monthly Report
 - b. Dilapidated Properties
5. Business Development Report
6. Human Resources Report

Agenda Item A

To: Town Council
From: Town Manager
Date: September 11, 2023
Re: Facilities Reservation Calendar

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

This item is for Council information only. No action is required.

South Hill Facilities Reservation Record 2023

<u>DATE</u>	<u>GROUP</u>	<u>PURPOSE</u>	<u>ATTENDANCE</u>	<u>TIME</u>	<u>VENUE</u>
7/24/2023-11/10/2023	SOUTH HILL YELLOW JACKETS	PRACTICE		6PM-8PM	CENTENNIAL UPPER FIELD MON-THUR
9/8/2023	LAKE COUNTRY AREA AGENCY ON AGING	ANNUAL PICNIC	65	9AM-UNTIL	CENTENNIAL PAVILION
9/15/2023	SOUTH HILL CHAMBER OF COMMERCE	CONCERT		ALL DAY	CENTENNIAL AMPHITHEATER
9/23/2023	WORD OG GOD INTERNATIONAL MINISTRIES	PICNIC GATHERING		ALL DAY	CENTENNIAL PAVILION
9/24/2023	CANDIE HALL	FAMILY GATHERING	50.75	12PM-5PM	CENTENNIAL PAVILION
9/30/2023	SOUTH HILL VOLUNTEER FIRE DEPARTMENT	FUNDRAISING	200	ALL DAY	SOUTH HILL EXCHANGE
10/7/2023	GARY WALKER	FAMILY GATHERING	50	ALL DAY	CENTENNIAL PAVILION
10/14/2023	FREDDIE RAINEY	FAMILY REUNION	50	ALL DAY	CENTENNIAL PAVILION
10/21/2023	BETTY TESTERMAN	REUNION	60+	10AM-5PM	CENTENNIAL PAVILION
11/4/2023	VCU HEALTH/CMH	CASINO NIGHT FUNDRAISER	200-300	7PM-11PM	SOUTH HILL EXCHANGE
11/15/2023-11/18-2023	R.T. ARNOLD FRIENDS OF THE LIBRARY	HOLIDAY BAZAAR		ALL DAY	SOUTH HILL EXCHANGE



South Hill Volunteer Fire Department
 114 N. Brunswick Ave, South Hill, Virginia 23970
 (434) 447-8227



★ Service ★ Honor ★ Valor ★ Fortitude ★ Dedication ★

August 2023 Fire Report

<u>Activity</u>	<u>August</u>	<u>YTD</u>
• Total Alarms	89	163
• In Town	48	95
• County District	41	68
• Mutual Aid Given	11	34
• Automatic Aid Received	20	26
• Calls Responded to on I -85	21	34
• Current Volunteer Roster	42	44
• Average Member Per Call Response	14	14
• Calls Involving Fire (Structures, Vehicles, Brush, etc.)	11	19
• Assisting EMS	2	7
• MVC's	42	74
• Haz-Mat	10	15
• Rescue Unlocking	2	4
• Severe Weather	2	8
• Other (good intent, wrong location, smoke scares etc.)	4	8
• False Alarms	16	28

Training

<u>Category</u>	<u>Hours</u>	<u>Personnel</u>	<u>Volunteer Hours</u>
• Vehicle Rescue	4	21	84
• Rope Rescue	2	4	8
• Tower Rescue	32	2	64
• Water Rescue	4	4	16
• Live Fire Training	8	24	192

Fundraising

- Bucket Drive Saturday September 2, 2023. Very successful. Thank You.
- Continuing with the planning phases for the James E Jimmy Crowder Memorial Poker Run on September 30th. Starts at SHVFD at 8:00 AM and ends at the South Hill Exchange at 4:00 PM with dinner to follow.

Administrative News

- Truck 7 update: Truck 7 is still in the service shop awaiting parts. If not for our new Rescue this would have us in a bind on our capabilities and responses; however, with the increased lead times and delays and potential for a high angle, working fire or rescue scenario, we may need to look into additional options moving forward.
- New Mobile Data Terminals have been a huge success in our rigs.
- Rescue 7, SHVFD and Mecklenburg County will be at a heavy vehicle lifting and moving class in October at our Fire Training Center. We received the funding from Mecklenburg County for the training opportunity right here at home.
- We have concluded meeting with vendors on new Personal Protective Equipment for your volunteers. SHVFD has chosen Lion Apparel through NAFECO to be our gear of choice. Not surprisingly the gear came in much higher than anticipated/budgeted and we had to borrow the additional funds from First Citizens Bank to cover the cost of the gear. We are replacing 20 sets of dated and damaged gear at an approximate cost of \$75,000. We have seen an approximate 70% increase in gear pricing in the last five years and it is becoming harder and harder to replace the PPE for our volunteers.
- Your South Hill Volunteers are very busy as you can tell. We have accomplished so many great things over the few years because of YOU and cannot wait to see what's in store for the future. Our call volumes are steadily increasing, and continued training, fundraising and community events continue to strain our volunteers. We want you to know we will continue to strive for excellence and push to stay successful with you by our side. Our volunteers continue to say thanks and want to show our gratitude for the support you give this agency daily. We cannot do it without you.

Thank You!



South Hill Volunteer Fire Department
 114 N. Brunswick Ave, South Hill, Virginia 23970
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★ Service ★ Honor ★ Valor ★ Fortitude ★ Dedication ★

Name:	FA Calls Responded				<i>total</i>
Abernathy, Jake	30	\$	10.00	\$	300.00
Adkins, Jacob	28	\$	10.00	\$	280.00
Bowen, Rickie	36	\$	10.00	\$	360.00
Burton, Rashawn	72	\$	10.00	\$	720.00
Carter, Chase	18	\$	10.00	\$	180.00
Clary, Gage	43	\$	10.00	\$	430.00
Clary, Jamie	79	\$	10.00	\$	790.00
Collins, Robert	9	\$	10.00	\$	90.00
Currin, Zach	16	\$	10.00	\$	160.00
Cypress, Harold	14	\$	10.00	\$	140.00
Drohan, Alyssa	16	\$	10.00	\$	160.00
Dunbar, Noah	8	\$	10.00	\$	80.00
Evans, Curtis	43	\$	10.00	\$	430.00
Gauldin, Greg	40	\$	10.00	\$	400.00
Gauldin, Hayden	60	\$	10.00	\$	600.00
Gauldin, Hunter	62	\$	10.00	\$	620.00
Gosney, Josh	61	\$	10.00	\$	610.00
Hall, Devin	43	\$	10.00	\$	430.00
Hazelwood, Derek	46	\$	10.00	\$	460.00
Hines, John	26	\$	10.00	\$	260.00
Jackson, Austin	49	\$	10.00	\$	490.00
Jackson, Wayne	36	\$	10.00	\$	360.00
Jones, Jacob	10	\$	10.00	\$	100.00
Jones, Ricky	77	\$	10.00	\$	770.00
Kelly, John	78	\$	10.00	\$	780.00
Kelly, Kendall	57	\$	10.00	\$	570.00
Lester, Jacob	16	\$	10.00	\$	160.00
Medlin, Daniel	45	\$	10.00	\$	450.00
Mills, Charlie	32	\$	10.00	\$	320.00
Morris, Tim	80	\$	10.00	\$	800.00
Moss, Evan	18	\$	10.00	\$	180.00
Myers, Sean	20	\$	10.00	\$	200.00
Overby, Justin	14	\$	10.00	\$	140.00
Rausch, Frank	0	\$	10.00	\$	-
Rea, Steven	4	\$	10.00	\$	40.00
Reekes, Jack	23	\$	10.00	\$	230.00
Solomon, Bradley	43	\$	10.00	\$	430.00
Thomas, Jamie	2	\$	10.00	\$	20.00
Thomason, Brad	11	\$	10.00	\$	110.00
Vaughan, Alan	89	\$	10.00	\$	890.00
Vaughan, Brandon	46	\$	10.00	\$	460.00
Vaughan, Cayleigh	93	\$	10.00	\$	930.00
Vaughan, Michael	140	\$	10.00	\$	1,400.00
Walker, Jimmy	72	\$	10.00	\$	720.00
Waters, Grady	99	\$	10.00	\$	990.00
2023 total	1904	\$	-	\$	19,040.00
<i>M Vaughan</i>	9/5/2023				D Hazelwood
<i>Chief</i>	<i>Date</i>				<i>Secretary</i>



Police Report
August 2023

Activity:	Aug 23	Jul 23	Aug 22
• Traffic Stops	253	289	103
• Traffic Summons Issued	164	160	70
• DUI Arrests	8	6	4
• Reportable/Non-Reportable Vehicle Crashes	18	24	13

Criminal Reports:

○ Larcenies Reported	26	16	6
○ Larcenies Cleared	14	12	4
○ Assaults Reported	3	3	7
○ Assaults Cleared	3	3	6
○ Break Ins Reported	0	0	1
○ Break Ins Cleared	0	0	1
○ Murders	0	0	0
○ Murders Cleared	0	0	0
○ Rapes Reported	0	0	0
○ Rapes Cleared	0	0	0
○ Robberies (Attempts) Reported	0	0	0
○ Robberies Cleared	0	0	0

○ Arsons Reported	0	0	0
○ Arsons Cleared	0	0	0
○ Other Reportable Offenses	37	33	31
○ All Other Reportable Offenses Cleared	29	28	22

Calls for Service:	Aug 23	Jul 23	Aug 22
· Alarms	22	29	24
· Animal Complaints	15	31	24
· Disturbance Calls	21	27	31
· Police Escorts Business/Funeral	22	29	18
· 911 Hang Up Calls/Open Lines	39	35	25
· Vehicle Unlockings	57	33	42
· Vandalisms	4	2	3
· All Other Calls for Service	1107	1007	825
· Total Calls for Service	1287	1193	992
· Property Reported Stolen	\$21893	\$949	\$28345
· Property Recovered	\$5692	\$15383	\$14000

Miscellaneous:

· Court	26	16	10
· Training Hours	64	40	46
· Warrants Issued/Served	59	31	31
· Inoperative Vehicles Tagged	4	2	2
· Inoperative Vehicles Tagged YTD	14	8	10

Administrative News

The following completed trainings in August:

Lt. Ryan Durham and Donna Burch: DMV Law Enforcement Distribution Workshop – Blackstone PD

Det. Kendall Foster, Officer Russ Inge, Officer Amanda Parker: General Instructor – Lynchburg

Cpl. C. B. Fleming: VCIN Recertification – On-Line

Officers Russ Inge and John Childers: Criminal Patrol Drug Interdiction - Lynchburg

Selective Enforcement Overtime – Police Traffic Services – Audit of records completed and department is compliant.

VCIN Audit – Audit completed per VSP and department is compliant.

Agenda Item A

To: Mayor and Town Council
From: Director of Municipal Services
Date: September 11, 2023
Re: Municipal Services Projects

RedZone Robotics continues to work on the assessment of the Town's collection system. The majority of lines have been videoed. Some problem areas need more access and assessment. The Town is working with the company to complete the assessment. The remaining line work needs line cleaning or has access issues that the Town will be working with RedZone to complete the work.

The contractor working on the Forest Hill Drive and Sunset Lane stormwater project has the paving left to complete. The paving is anticipated during the first half of September depending on weather conditions.

The Facilities Crew has been busy remodeling the Town office and replacing signage in the parking area.

Easement acquisition continues for the Plank Road waterline project. Engineering is substantially complete. The Town anticipates construction to begin in 2024.

The Town is working to complete the inventory of water service lines by the deadline of October 16, 2024. As a reminder, the Town must submit: 1) an initial water service line inventory for every connection to the water system. Depending on the inventory list generated, 2) a lead service line replacement plan may have to be submitted. Also required will be 3) an updated sampling pool for lead and copper based on the inventory of service lines, and 4) a list of all schools, primary/elementary and secondary, and all licensed child care facilities served by the Town of South Hill water system. This inventory list is cumbersome and labor intensive in both staff time and Town finances.

This item is for Council information only. No action is required.

PERMIT AND INSPECTION REPORT FOR : August 2023

	INSPECTIONS	PERMITS	FEEES
BUILDING	4	6	\$663.52
MECHANICAL	2	8	\$503.06
PLUMBING	6	10	\$596.19
ELECTRICAL	5	12	\$882.81
FIRE PROT	0	1	\$39.64
SIGN	0	3	\$285.60
LAND DIST	0	1	\$51.00
TOTALS	17	41	\$3,021.82

RECAP OF EXEMPT PERMITS:

TYPE OF PERMIT	\$ THIS MONTH	\$ YTD
UEZ	\$0.00	\$0.00
REHAB	\$0.00	\$0.00
GENERAL	\$29.07	\$3,703.92
WORK VALUE	\$404,257.00	\$13,954,059.67

FYTD	Fees	\$7,394.44	Work Value	\$1,181,688.52
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NEW BUSINESSES IN TOWN OF SOUTH HILL

8/1/2023 –8/31/2023

No New Businesses in Town

ERROR in ServerPrinter class - LINE LENGTH TOO LONG: 172

Activity Date Range: 08/01/23 to 08/31/23 Activity Type Range: First to Last

Application Id Building Code	Insrt/Dc-Blk/Lot Activity Type	Inspector	Property Location Date	Start Time	End Time	Owner Name Actual Time	Status	Phone	Permit No
5395 PLUMBING	078A08-07-002 PLB ROUGH IN		210 TUNSTALL RD	08/09/23		MICROSOFT CORPORATION	PASS		22-00245
PLUMBING	PLB ROUGH IN			08/09/23			PASS		
PLUMBING	PLB ROUGH IN			08/11/23			PASS		
PLUMBING	PLB ROUGH IN			08/21/23			PASS		
5408 BUILDING	078A17-A-127 FINAL INSPECTIO		113/115 EAST ATLANTIC STREET	08/02/23		HURT, LLC	PASS		22-00258
5467 BUILDING	078A11-24-001 FRAMING INS		136 BROOKSIDE LANE/BUILDING #7	08/02/23		BRIARCLIFF MEMBERS LLC	PASS		22-00315
BUILDING	BUILDING SPECIA			08/09/23			PASS		
5487 BUILDING	078A17-05-005A FRAMING INS		413 WEST MAIN STREET	08/02/23		TOWN OF SOUTH HILL	PASS		23-00005
5496 BUILDING	078A12-28-C-002 FINAL INSPECTIO		313 WEST HIGH STREET	08/02/23		DAVIS JOHNSON W & HELEN E FARRAR	PASS		23-00014
5498 ELECTRICAL	078A12-28-C-002 FINAL INSPECTIO		313 WEST HIGH STREET	08/02/23		DAVIS JOHNSON W & HELEN E FARRAR	PASS		23-00016
5501 PLUMBING	078A17-A-127 FINAL INSPECTIO		113/115 EAST ATLANTIC STREET	08/02/23		HURT LLC	PASS		23-00019
5502 ELECTRICAL	078A17-A-127 FINAL INSPECTIO		113/115 EAST ATLANTIC STREET	08/02/23		HURT LLC	PASS		23-00020
5528 PLUMBING	078A12-28-C-002 FINAL INSPECTIO		313 WEST HIGH STREET	08/02/23		JOHNSON GLEN LLC	PASS		23-00046
5538 BUILDING	078A13-02-005E FINAL INSPECTIO		823 NORTH MECKLENBURG AVENU	08/02/23		SOUTHSIDE COMMUNITY SERVI	PASS		23-00056
5540 FIRE	078A08-07-002 HYDOR TEST		210 TUNSTALL ROAD	08/14/23		MICROSOFT CORPORATION	PASS		23-00058
FIRE	FIRE SUPP TEST			08/14/23			PASS		

Application Id Building Code	Insrt/Dc-Blk/Lot Activity Type	Inspector	Date	Property Location Start Time End Time	Owner Name Actual Time Status	Phone	Permit No
5587 MECHANICAL	078A13-02-005E FINAL INSPECTIO		08/02/23	823 NORTH MECKLENBURG AVENU	SOUTHSIDE COMMUNITY SERVI PASS		23-00105
5593 MECHANICAL	078A17-30-A-004 BUILDING FINAL		08/09/23	510 ROBERTSON ST	ROGERS JAMETHRO A & ANTONIA A PASS		23-00110
5596 ELECTRICAL	078A17-30-A-004 BUILDING FINAL		08/11/23	514 ROBERTSON STREET	ROGERS JAMETHRO A & ANTONIA A PASS		23-00113
5601 ELECTRICAL	078A17-05-005A ELE ROUGH IN		08/02/23	413 WEST MAIN STREET	TOWN OF SOUTH HILL OPEN		23-00118
5611 ELECTRICAL	078A16-A-036A ELE METER BASE		08/11/23	931 WEST DANVILLE STREET	BARKER J A PASS		23-00128
5625 BUILDING BUILDING	078A17-01-046 FOOTING INS FOUNDATION INS		08/21/23 08/29/23	509 & 511 W. ATLANTIC ST	LANDVIEW MOBILE HOME PARKS LLC PASS PASS		23-00142
5630 PLUMBING	078A17-30-A-004 BUILDIND FINAL		08/09/23	514 ROBERTSON ST	ROGERS JAMETHRO A & ANTONIA A PASS		23-00147
5664 BUILDING	078A17-59-044 FINAL INSPECTIO		08/08/23	404 JEFFREYS LANE	SASSER CARL L JR & DARLENE G PASS		23-00181
5671 MECHANICAL	078A13-21-004 MECH ROUGH IN		08/09/23	1157 PACE DRIVE	FREEMAN COMPANIES, LLC PASS		23-00188
5673 MECHANICAL	078A13-21-005 MECH ROUGH IN		08/10/23	1178 PACE DRIVE	FREEMAN COMPANIES, LLC PASS		23-00190
5677 ELECTRICAL	078A13-21-004 ELE ROUGH IN		08/09/23	1157 PACE DRIVE	FREEMAN COMPANIES, LLC OPEN		23-00194
5678 ELECTRICAL ELECTRICAL	078A13-21-005 ELE METER BASE ELE-METER BASE		08/03/23 08/09/23	1178 PACE DRIVE	FREEMAN COMPANIES, LLC PASS PASS		23-00195
5682 PLUMBING	078A13-21-004 PLB ROUGH IN		08/09/23	1157 PACE DRIVE	FREEMAN COMPANIES, LLC PASS		23-00199

Application Id Building Code	Insrt/Dc-Blk/Lot Activity Type	Inspector	Property Location Date	Start Time	End Time	Owner Name Actual Time	Status	Phone	Permit No
PLUMBING	PLB UNDER SLAB		08/15/23				PASS		
5695 PLUMBING	078A06-14-002-002 FINAL INSPECTIO		802 LEES COURT 08/16/23			PATEL NIMESH	PASS		23-00212
5699 PLUMBING	096000-12-001 PLB ROUGH IN		1842 PLANK RD 08/21/23			ARNOLD R T & HARPER JAMES M EST	PASS		23-00216
5700 ELECTRICAL	096000-12-001 ELE-METER BASE		1842 PLANK RD 08/21/23			ARNOLD R T & HARPER JAMES M EST	PASS		23-00217
5704 MECHANICAL	078A17-04-001 FINAL INSPECTIO		411 WEST MAIN STREET 08/21/23			TOWN OF SOUTH HILL	PASS		23-00221
5705 ELECTRICAL	078A06-19-048 TEMPOARY SERV		631 FOREST LANE 08/28/23			HOLLYDALE LLC	PASS		23-00222
5708 PLUMBING	078A13-04-002 FINAL INSPECTIO		803 NORTH MECKLENBURG AVENU 08/29/23			NIKAO, LLC	PASS		23-00225
5709 BUILDING	078A13-04-002 FOOTING INS		803 NORTH MECKLENBURG AVENU 08/23/23			NIKAO, LLC	PASS		23-00226
5712 ELECTRICAL	078A17-A-134 FINAL INSPECTIO		106 NORTH MECKLENBURG AVENU 08/25/23			WAKE FOREST WINE & CRAFT LLC	PASS		23-00229
5714 PLUMBING	078A08-A-008 FINAL INSPECTIO		1799 NORTH MECKLENBURG AVENU 08/29/23			CURRIE GAY S	PASS		23-00231

Application Id	Insrt/Dc-Blk/Lot	Inspector	Date	Property Location	Start Time	End Time	Owner Name	Actual Time	Status	Phone	Permit No
Building Code	Activity Type										

Activity Type Totals:

BUILDIND FINAL:	1	BUILDING FINAL:	4	BUILDING SPECIA:	1	ELE METER BASE:	2	ELE ROUGH IN:	2
ELE-METER BASE:	3	FINAL INSPECTIO:	17	FIRE SUPP TEST:	1	FOOTING INS:	2	FOUNDATION INS:	1
FRAMING INS:	2	HYDOR TEST:	1	MECH ROUGH IN:	2	PLB ROUGH IN:	9	PLB UNDER SLAB:	1
TEMPOARY SERV:	1								

Building Code Totals:

BUILDING:	12	ELECTRICAL:	14	FIRE:	2	MECHANICAL:	5	PLUMBING:	17
Total Activities:	50	Total Permits:	41						

Inspector Totals:

None: 50

Range: First to Last Issue Date Range: 08/01/23 to 08/31/23

**Indicates payment is in batch

Permit No	Issue Date	Insrt/Dc-Blk/Lot	Property Location	Alteration Cost	New Volume	BUILDING	ELECTRICAL	TOTAL
App Date	Owner Name		Work Type	Use Type	Additional Cost	FIRE	LAND DISTURB	MECHANICAL
Description of Work						PLUMBING	SIGN	
23-00148	08/02/23	078A17-42-004-010	126 WEST MAIN STREET	250.00	0	PAID:	0.00	25.50
06/21/23	BROWN GEORGE L & MAUREEN M		WIRING	R-5	Res; 1 & 2 Family	0.00	0.00	0.00
Restore power for repairs						0.00	0.00	
23-00183	08/01/23	078A21-01-003	1551 MONTGOMERY STREET	10,339.00	0	PAID:	0.00	0.00
07/24/23	SOUTH HILL VENEERS INC		REPLACE GAS FRN B	Business		0.00	0.00	52.73
Install a gas furnace						0.00	0.00	52.73
23-00184	08/18/23	078A12-50-C-026	600 BINFORD STREET	39,912.00	0	PAID:	223.95	0.00
07/24/23	LAMBERT SYLVIA C		BASEMENT GUTTER	R-5	Res; 1 & 2 Family	0.00	0.00	0.00
Intall 252 lnft of basement gutter						0.00	0.00	223.95
23-00186	08/01/23	078A13-21-001	1010 PACE DRIVE	5,500.00	0	PAID:	0.00	0.00
07/28/23	FREEMAN COMPANIES, LLC		HVAC SYSTEM	R-5	Res; 1 & 2 Family	0.00	0.00	0.00
Install mechanical in new home						0.00	0.00	70.89
23-00187	08/01/23	078A13-21-002	1031 PACE DRIVE	5,500.00	0	PAID:	0.00	0.00
07/28/23	FREEMAN COMPANIES, LLC		HVAC SYSTEM	R-5	Res; 1 & 2 Family	0.00	0.00	0.00
Mechanical for new home						0.00	0.00	70.89
23-00188	08/01/23	078A13-21-004	1157 PACE DRIVE	5,500.00	0	PAID:	0.00	0.00
07/28/23	FREEMAN COMPANIES, LLC		HVAC SYSTEM	R-5	Res; 1 & 2 Family	0.00	0.00	0.00
Mechanical for new home						0.00	0.00	70.89
23-00189	08/01/23	078A13-21-003	1094 PACE DRIVE	5,500.00	0	PAID:	0.00	0.00
07/28/23	FREEMAN COMPANIES, LLC		HVAC SYSTEM	R-5	Res; 1 & 2 Family	0.00	0.00	0.00
Mechanical for new home						0.00	0.00	70.89
23-00190	08/01/23	078A13-21-005	1178 PACE DRIVE	5,500.00	0	PAID:	0.00	0.00
07/28/23	FREEMAN COMPANIES, LLC		HVAC SYSTEM	R-5	Res; 1 & 2 Family	0.00	0.00	0.00
Mechanical for new home						0.00	0.00	70.89
23-00191	08/01/23	078A13-21-001	1010 PACE DRIVE	4,000.00	0	PAID:	0.00	63.24
07/28/23	FREEMAN COMPANIES, LLC		NEW RESIDENTIAL	R-5	Res; 1 & 2 Family	0.00	0.00	0.00
Electrical for new home						0.00	0.00	63.24

Permit No	Issue Date	Insrt/Dc-Blk/Lot	Property Location	Alteration Cost	New Volume	BUILDING	ELECTRICAL	TOTAL
App Date	Owner Name		Work Type	Use Type	Additional Cost	FIRE	LAND DISTURB	MECHANICAL
Description of Work						PLUMBING	SIGN	
						0.00	0.00	
23-00203	08/03/23	078A17-16-002-005	609 WEST DANVILLE STREET	1,500.00	0	PAID:	0.00	30.60
08/02/23	LYNN CHARLES A JR		SIGN INSTALL B	Business	0.00	0.00	0.00	0.00
			Install a 27 sf sign				0.00	30.60
23-00204	08/03/23	078A17-36-001	800 GOODES FERRY ROAD	8,500.00	0	PAID:	0.00	43.35
08/03/23	S & S MECKLENBURG LLC		WIRING F-1	Factory & Indust; Mod Hazard	0.00	0.00	0.00	0.00
			Wiring up temporary ac unit				0.00	0.00
23-00205	08/04/23	078A06-19-048	631 FOREST LANE	120,700.00	0	PAID:	256.55	256.55
08/03/23	HOLLYDALE LLC		NEW RESIDENTIAL R-5	Res; 1 & 2 Family	0.00	0.00	0.00	0.00
			Constructing a 4 bedroom/2 full bath house				0.00	0.00
23-00206	08/07/23	078A12-A-051	811 WEST HIGH STREET	1,000.00	0	PAID:	0.00	25.50
08/07/23	FRANKLIN PATRICIA HALL & YAGER PAME		ELECTRICAL SERV R-5	Res; 1 & 2 Family	0.00	0.00	0.00	0.00
			Upgrade service				0.00	0.00
23-00207	08/07/23	078A06-19-048	631 FOREST LANE	6,000.00	0	PAID:	0.00	104.04
08/07/23	HOLLYDALE LLC		NEW RESIDENTIAL R-5	Res; 1 & 2 Family	0.00	0.00	0.00	0.00
			Install plumbing for new house				104.04	0.00
23-00212	08/10/23	078A06-14-002-002	802 LEES COURT	1,500.00	0	PAID:	0.00	25.50
08/10/23	PATEL NIMESH		R-5	Res; 1 & 2 Family	0.00	0.00	0.00	0.00
			Moving lavatory and replacing a tub shower with a shower.				25.50	0.00
23-00213	08/15/23	078A13-04-002	805 NORTH MECKLENBURG AVENU	9,000.00	0	PAID:	0.00	142.80
08/11/23	NIKAO, LLC		SIGN INSTALL B	Business	0.00	0.00	0.00	0.00
			Install sign for Capitol Financial				0.00	142.80
23-00214	08/14/23	078A12-39-003	629 NORTH BRUNSWICK AVENUE	5,000.00	0	PAID:	40.80	40.80
08/14/23	MOSELEY CHRISTIANNA MARIE		UGRND TANK RMVL		0.00	0.00	0.00	0.00
			Removal of UST known to be leaking. Dis involved.				0.00	0.00
23-00215	08/18/23	078A17-23-F-003A	606 SOUTH HILL AVENUE	3,300.00	0	PAID:	30.60	30.60
08/14/23	ERWIN SAMUEL T & PATRICIA A		INTERIOR REPAIR R-5	Res; 1 & 2 Family	0.00	0.00	0.00	0.00
			Install 17 lft of main beam replaceme				0.00	0.00

Permit No	Issue Date	Insrt/Dc-Blk/Lot	Property Location	Alteration Cost	New Volume	BUILDING	ELECTRICAL	TOTAL
App Date	Owner Name		Work Type	Use Type	Additional Cost	FIRE	LAND DISTURB	MECHANICAL
Description of Work						PLUMBING	SIGN	
23-00216	08/18/23	096000-12-001	1842 PLANK RD	3,800.00	0	PAID:	0.00	25.50
08/16/23	ARNOLD R T & HARPER JAMES M EST		NEW RESIDENTIAL R-5	Res; 1 & 2 Family	0.00	0.00	0.00	0.00
Connect plumbing for new modular								
23-00217	08/18/23	096000-12-001	1842 PLANK RD	2,400.00	0	PAID:	0.00	25.50
08/16/23	ARNOLD R T & HARPER JAMES M EST		NEW RESIDENTIAL R-5	Res; 1 & 2 Family	0.00	0.00	0.00	0.00
Electrical for new modular								
23-00218	08/18/23	096000-12-001	1842 PLANK RD	9,200.00	0	PAID:	0.00	95.88
08/16/23	ARNOLD R T & HARPER JAMES M EST		NEW RESIDENTIAL R-5	Res; 1 & 2 Family	0.00	0.00	0.00	95.88
Install heatpump with ductwork in new modular								
23-00219	08/16/23	078A16-41-002	570 LOCUST ST	0.00	0	PAID:	0.00	51.00
08/16/23	J A BARKER CONSTRUCTION, INC		LAND DISTURBING UNKNOWN		0.00	0.00	51.00	0.00
Clearing .9 ac to expand existing parking lot								
23-00220	08/18/23	078A24-A-008	1400 COUNTRY LANE	7,771.00	0	PAID:	0.00	39.64
08/16/23	CRACKER BARREL OLD COUNTRY STORE IN FIRE ALARM		A-2	Assy; Restaurants, Nightclubs &	0.00	39.64	0.00	0.00
Replacing the fire alarm panel, annunciator and communications								
23-00221	08/16/23	078A17-04-001	411 WEST MAIN STREET	5,700.00	0	WAIVED:	0.00	29.07
08/16/23	TOWN OF SOUTH HILL		HVAC SYSTEM	U	0.00	0.00	0.00	29.07
Install mini split a/c heat								
23-00222	08/18/23	078A06-19-048	631 FOREST LANE	14,000.00	0	PAID:	0.00	145.86
08/18/23	HOLLYDALE LLC		NEW RESIDENTIAL R-5	Res; 1 & 2 Family	0.00	0.00	0.00	0.00
Electrical for new house								
23-00224	08/21/23	078A08-02-C4	255 UNION MILL ROAD	6,000.00	0	PAID:	0.00	112.20
08/21/23	NEW HOPE BAPTIST CHURCH TRUSTEES:		SIGN INSTALL	A-3	0.00	0.00	0.00	0.00
Install a 5 x 8 sign								
23-00225	08/22/23	078A13-04-002	803 NORTH MECKLENBURG AVENU	8,500.00	0	PAID:	0.00	43.35
08/22/23	NIKAO, LLC		PLUMBING REMOD	B	0.00	0.00	0.00	0.00
Replace cast iron sewer line and some the water line								
23-00226	08/22/23	078A13-04-002	803 NORTH MECKLENBURG AVENU	10,800.00	0	PAID:	75.48	75.48
08/22/23	NIKAO, LLC		DECK ADDITION	B	0.00	0.00	0.00	0.00
Business								

Permit No	Issue Date	Insrt/Dc-Blk/Lot	Property Location	Alteration Cost	New Volume	BUILDING	ELECTRICAL	TOTAL
App Date	Owner Name		Work Type		Additional Cost	FIRE	LAND DISTURB	MECHANICAL
Description of Work			Use Type			PLUMBING	SIGN	
			Tearing down old deck. Building back exact same size deck.			0.00	0.00	
23-00229	08/24/23	078A17-A-134	106 NORTH MECKLENBURG AVENU	1,500.00	0	PAID:	0.00	25.50
08/24/23	WAKE FOREST WINE & CRAFT LLC		ELECTRICAL SERV B	Business	0.00	0.00	0.00	0.00
			Upgrade service to 200 amp			0.00	0.00	
23-00230	08/24/23	078A14-02-012A	806 POWELL DRIVE	3,085.00	0	PAID:	36.14	0.00
08/24/23	POWELL BERNARD WILTON		CARPORT	U	Util & Misc; Acc & Misc Buildi	0.00	0.00	0.00
			Install a 18 x 21 detached carport			0.00	0.00	
23-00231	08/29/23	078A08-A-008	1799 NORTH MECKLENBURG AVENU	3,000.00	0	PAID:	0.00	0.00
08/29/23	CURRIE GAY S				0.00	0.00	0.00	0.00
			Water service			25.50	0.00	

Permit No	Issue Date	Insrt/Dc-Blk/Lot	Property Location	Alteration Cost	New Volume	BUILDING	ELECTRICAL	TOTAL	
App Date	Owner Name		Work Type		Additional Cost	FIRE	LAND DISTURB	MECHANICAL	
Description of work			Use Type			PLUMBING	SIGN		
Grand Totals:				404,257.00	0	PAID:	663.52	882.81	3,021.82
						0.00	39.64	51.00	503.06
							596.19	285.60	
						WAIVED:	0.00	0.00	29.07
							0.00	0.00	29.07
							0.00	0.00	
						PERMIT COUNT:	6	12	41
							1	1	8
							10	3	

*NOTE: This report contains only PAID & WAIVED fees.

Agenda Item B

To: Mayor and Town Council
From: Code Compliance Official/Code Inspector
Date: August 2023
Re: Dilapidated Properties

Status of dilapidated properties:

1. 211 East Atlantic Street – (P. Duffer) Painting windows and still scraping paint. To be completed by December 30, 2019. Summons obtained for March 2, 2020. Court set deadline of August 2, 2020 to complete. With approval of Commonwealth Attorney's Office, deadline to be extended to match Governor's Executive Order Fifty-Three for coronavirus. Extension letter sent. Completion date October 2, 2020. Spoke with Mr. Duffer on June 6, 2020 about reminder of deadline dates. On October 5, 2020 Mr. Duffer stipulated in General District Court that evidence against him in reference to his charge of violating the Virginia Maintenance Code was sufficient for a finding of guilt. The Judge deferred judgement for six months to allow Mr. Duffer to work on his two properties at 400 and 402 Goodes Ferry Road. Spoke with Paul Duffer. He needs to complete this house by June's court date. This house is about 85% complete. Paul had a conversation with David June 22, 2022. Was agreed that Paul will be working on the Plank Road house next as well as the warehouse on days where he is not working on the Plank Rd home. Met with Paul December 30, 2022. Paul is doing interior repairs on various properties throughout the winter. Exterior repairs will resume closer to spring when the weather is better. Follow up in April 2023. Work is continuing, follow up in August 2023. *Spoke with Paul August 10, 2023. Work is continuing slowly. Follow up in November 2023.*
2. 400 Goodes Ferry Road – (P. Duffer) Received plan of action. Will start January 2020. Court set deadline of August 2, 2020 to show significant progress. With approval of Commonwealth Attorney's Office deadline to be extended to match Governor's Executive Order Fifty-Three for coronavirus. Extension letter sent to show significant progress by October 2, 2020. On October 5, 2020 Mr. Duffer stipulated in General District Court that evidence against him in reference to his charge of violating the Virginia Maintenance Code was sufficient for a finding of guilt. The Judge deferred judgement for six months to allow Mr. Duffer to work on his two properties at 400 and 402 Goodes Ferry Road. As of March 3, 2021 Mr. Duffer has asked for an extension due to weather not permitting him to paint. After a consultation with the Commonwealth Attorney a new court date is set for December 6, 2021. As of December 6, 2021 the Judge has granted Mr. Duffer an extension until June 6, 2022 and reminded Mr. Duffer this case had been on the docket for quite some time. If issues are not resolved by June 6, 2022 she will be inclined to impose sentencing. Spoke with Paul Duffer. He needs to complete this house by June's court date. This house is about 95% complete. Spoke to the Commonwealth Attorney on June 3, 2022 about the June 6 court date. The attorney stated that there is no need to go back to court for 2 or 3 items. If no work was done the court date would have proceeded. Paul had a conversation with David June 22, 2022. Was agreed that Paul will be working on the Plank Road house next as well as the warehouse on days where he is not working on the Plank Rd home. Met with Paul December 30, 2022. Paul is doing interior repairs on various properties throughout the winter. Exterior repairs will resume closer to spring when the weather is better. Follow up in April 2023. Work is continuing, follow up in August 2023. *Spoke with Paul August 10, 2023. Work is continuing slowly. Follow up in November 2023.*

3. 402 Goodes Ferry Road – (P. Duffer) Received plan of action. Will start April 1, 2020. Extension until June 30, 2020. Work not started. On October 5, 2020 Mr. Duffer stipulated in General District Court that evidence against him in reference to his charge of violating the Virginia Maintenance Code was sufficient for a finding of guilt. The Judge deferred judgement for six months to allow Mr. Duffer to work on his two properties at 400 and 402 Goodes Ferry Road. As of November 24, 2020 painting has started. As of March 3, 2021 Mr. Duffer has asked for an extension due to weather not permitting him to paint. After a consultation with the Commonwealth Attorney a new court date is set for December 6, 2021. As of December 6, 2021 the Judge has granted Mr. Duffer an extension until June 6, 2022 and reminded Mr. Duffer this case had been on the docket for quite some time. If issues are not resolved by June 6, 2022 she will be inclined to impose sentencing. Spoke with Paul Duffer. He needs to complete this house by June's court date. This house is about 95% complete. Spoke to the Commonwealth Attorney on June 3, 2022 about the June 6 court date. The attorney stated that there is no need to go back to court for 2 or 3 items. If no work was done the court date would have proceeded. Paul had a conversation with David June 22, 2022. Was agreed that Paul will be working on the Plank Road house next as well as the warehouse on days where he is not working on the Plank Rd home. Met with Paul December 30, 2022. Paul is doing interior repairs on various properties throughout the winter. Exterior repairs will resume closer to spring when the weather is better. Follow up in April 2023. Work is continuing, follow up in August 2023. *Spoke with Paul August 10, 2023. Work is continuing slowly. Follow up in November 2023.*
4. 315 West Danville Street – (P. Duffer) Building posted as unsafe on March 26, 2020. Deadline for sale or plans for repair/demolition 4:00 PM on June 30, 2020. As of July 9, 2020, building being sold. Final Violation Notice sent October 9, 2020. Town to solicit for bids for demolition. Change of ownership to Paul Duffer. Notice sent to owner to obtain structural engineers report for repair and restoring to prevent collapse. Deadline for this is December 7, 2020. As of February 20, 2021 the structural engineer has inspected the structure. The Code Compliance Official is waiting for the report. As of July 5, 2021 the consulting engineer reports building is structurally sound. Mr. Duffer will be contacted about making repairs. Spoke with Paul Duffer. He will start work on roof repair after June 2022. Paul will be working on this property on days where he cannot work at the Plank Road home. Met with Paul December 30, 2022. Paul is doing interior repairs on various properties throughout the winter. Exterior repairs will resume closer to spring when the weather is better. Follow up in April 2023. Work is continuing, follow up in August 2023. *Spoke with Paul August 10, 2023. Work is continuing slowly. Follow up in November 2023.*
5. 456 Old Hwy 58 – (W. Thomas) Correction Notice sent. Has until June 8, 2020 to respond. Second notice sent. Has until July 9, 2020 to respond. Heirs found. First letter to be resent with an adjustment of deadline to respond. Repair roof. Repair rot and paint. Remove overgrowth. September 1, 2020 deadline to respond with plan of action. As of September 10, 2020, the attorney is still trying to resolve issues with heirs to property. As of November 24, 2020 the lot has been cut and the overgrowth removed. As of January 21, 2021 the attorney is still working on resolving issues with the heirs. As of May 20, 2021 a second Correction Notice was sent with 30 days to respond. As of July 29, 2021 Charles Butts is still trying to resolve ownership issues with the family. Violation Notice to be sent in October 2021. Violation Notice sent October 6, 2021. 30 days to respond. Final Violation Notice sent on November 10, 2021. 30 days to respond. Received letter from Charles Butts hoping to have legal issues resolved in January 2022. Spoke with Charles Butts on January 18, 2022 about the property. He is still in contact with the family and will need 60 more days to resolve property matters with the family. I spoke with Charles

June 6, 2022. He is requesting 6 months to resolve issues with multiple heirs. Will follow up in January 2023. Spoke with Charles Butts February 3, 2023. He is hoping to have this resolved in 6 months. Follow up in August 2023. *Spoke with Charles Butts on July 24, 2023. He stated that 1 of the heirs to this property is in the process of buying out the other heirs and taking possession of the property. He asked for another 6 months. Follow up in February 2024.*

6. 617 West Danville Street – (New owner M. Luddy) As of June 17, 2021 building ownership changing. Will contact new owner after closing. Correction notice sent July 28, 2021 to remove overgrowth, repair fallen gutters, paint trim and to repair or replace awning. Work has already begun. As of September 28, 2021 the projected completion date is March 28, 2022. Spoke with Mike Luddy and he requested an extension until December 31, 2022. Spoke with Mike Luddy, He is continuing to work on the building as the weather permits. He hopes to be done within the next 3 months. Follow up in May 2023. Work is slowly progressing. Follow up in September 2023.
7. 1214 Plank Road – (L. G. Soccer Association, Inc.) Correction Notice sent July 7, 2020. Repair rot, front porch foundation, paint, repair porch and main structure rooves, secure structure, remove debris from front porch, cut grass and remove overgrowth from structure. 30 days to respond. Association working on possible legal issues to arrange for abatement of structure as of August 25, 2020. As of September 10, 2020, the L.G.S.A. is checking with contractors for price of repairing structure. As of October 30, 2020 the owners are making arrangements to demolish the structure. Met with LGSA board on March 30, 2021. All members present agreed that house and outbuildings should be demolished. Charles Butts handling legal issues. Second Correction Notice to be sent October 2021. Correction Notice sent October 6, 2021. 30 days to respond. As of November 9, 2021 LGSA has been notified. The next letter they get will be a Notice of Violation. Paul Duffer has ownership until 2025. We have a plan of action from Paul. Have spoken with Paul Duffer. He will repair house by 2024. Paul has begun working on this property as of June 6, 2022. Met with Paul at this property on September 16, 2022 to see the progress of the work being done. Will Check status again in December 2022. Met with Paul December 30, 2022. Paul is doing interior repairs on various properties throughout the winter. Exterior repairs will resume closer to spring when the weather is better. Follow up in April 2023. Work is continuing, follow up in August 2023. *Spoke with Paul August 10, 2023. Work is continuing slowly. Follow up in November 2023.*
8. 410 Ogburn Street – (Newmart) Repair roof where needed, repair fascia, secure windows and entry points and remove overgrowth. Projected completion date is January 31, 2021. As of January 7, 2021 repairs are underway. As of February 25, 2021 work is progressing. As of March 15, 2021 the new roof is complete. Fascia with rake board is repaired. As of May 18, 2021 the completion time has been extended due to injury. As of November 18, 2021 the new projected completion date is January 31, 2022. Spoke with Mr. Nemeth. He asked for some more time to complete. He has had medical issues during the fall of 2021. Deadline extended to May 31, 2022. Has property for sale with potential buyer. Property has been sold. This property was sold to Newmart Builders. Waiting on a plan of action from the new owner. Follow up November 2022. Follow up letter sent to the new owner of the property. 30 days to respond. Still no response from Newmart Will follow up with another letter. Certified letter sent May 15, 2023. 30 days to respond. Follow up letter sent to Angela Kinker June 30, 2023 addressing this property as well as 1003 Plank road and 1004 Cycle Lane. Follow up in 60 days on August 29, 2023.
9. 202 Windsor Street – (D. Helms) Correction Notice sent September 16, 2020. Repair and paint fascia, repair porch ceiling and paint front porch columns. 30 days to respond.

Projected completion date is August 31, 2021. As of September 28, 2021 spoke with owner. Paint work to begin October 2021. As of November 10, 2021 the paint work is being done as weather allows. Will follow up on progress by April 29, 2022. Talked to Mr. Helms. He requested an extension until September 30, 2022. Spoke to Mr. Helm, money is an issue. I gave him information on assistance programs for grants and low interest loans. Follow up in June 2023. I spoke with Mr. Helms in June, he stated that he still does not have the funds to make any additional repairs at this time. He asked for more time to put money together in order to start more repairs. Follow up in October 2023.

10. 901 Goodes Ferry Road – (*New Owner – W. Rook*) Replace rotted siding and paint, paint roof, repair fascia and rake boards, paint door and window woodwork and paint rear chimney. Correction Notice sent January 7, 2021. 30 days to respond. No response as of February 25, 2021. Correction Notice resent March 3, 2021 via certified and regular mail. As of April 5, 2021 contact has been made with owner. As of May 19, 2021 a second Correction Notice was sent with 30 days to respond. As of June 15, 2021 the property is being sold. Will contact new owner. As of August 24, 2021 Correction Notice sent to new owner. 30 days to respond. As of September 15, 2021 the projected completion date is March 15, 2022. Owner requested an extension of 30 more days. Spoke to the new owner Walter Rook May 24, 2022. He requested a 6 month extension to make the repairs. Follow up November 2022. Work has been progressing. New roof has been installed. Follow up in March 2023. I have been given a completion date of August 1, 2023 by Walter Rook. Follow up in August 2023. *Work has fallen behind schedule. Will follow up in November 2023.*
11. 113 East Pine Lane – (Windy Hills Property) Repair and paint rotting woodwork, repair windows and repaint masonry previously painted. Correction Notice sent January 19, 2021. 30 days to respond. Owner to call office as of February 25, 2021. As of March 8, 2021 repairs are underway. Projected completion date January 6, 2022. Spoke with Joey Hayes on January 20, 2022. The materials are on the job to complete. Once the weather breaks he will complete the windows, gutter and fascia by July 31, 2022. Spoke to Joey August 18, 2022. He has the windows in stock but cannot find a contractor to install them. Requested a 6 month extension. Follow up February 2023. New windows have been installed. Spoke with Joey Hayes. He has informed me that he is working on other properties currently on this list and will complete them as time allows. Follow up in June 2023. Had a conversation with Mr. Hayes on June 16, 2023. He stated that he plans to continue working on these properties as his schedule allows. Follow up in October 2023.
12. 115 East Pine Lane – (Windy Hills Property) Repaint gravel stop, paint masonry previously painted, repair rotting fascia and paint, and repair water damage to masonry. Correction Notice sent on January 19, 2021. 30 days to respond. Owner to call office as of February 25, 2021. As of March 8, 2021 repairs are underway. Projected completion date January 6, 2022. Spoke with Joey Hayes on January 20, 2022. The materials are on the job to complete. Once the weather breaks he will complete the work by July 31, 2022. Spoke to Joey in my office August 18, 2022. Requested 6 month extension. Follow up February 2023. New windows have been installed. Spoke with Joey Hayes. He has informed me that he is working on other properties currently on this list and will complete them as time allows. Follow up in June 2023. Had a conversation with Mr. Hayes on June 16, 2023. He stated that he plans to continue working on these properties as his schedule allows. Follow up in October 2023.
13. 119 East Pine Lane – (Windy Hills Property) Replace and paint rotting woodwork. Paint masonry previously painted. Correction Notice sent January 19, 2021. 30 days to respond. Owner to call office as of February 25, 2021. As of March 8, 2021 repairs are

underway. Projected completion date January 6, 2022. Spoke with Joey Hayes on January 20, 2022. The materials are on the job to complete. Once the weather breaks he will complete the work by July 31, 2022. Spoke to Joey in my office August 18, 2022. Requested 6 month extension. Follow up February 2023. New windows have been installed. Spoke with Joey Hayes. He has informed me that he is working on other properties currently on this list and will complete them as time allows. Follow up in June 2023. Had a conversation with Mr. Hayes on June 16, 2023. He stated that he plans to continue working on these properties as his schedule allows. Follow up in October 2023.

14. 1287 West Danville Street – (R. Thomas) Repair rooves, chimneys, rotted woodwork, and foundation masonry. Paint all woodwork. Replace broken windows and remove all collapsed or dilapidated buildings. Correction Notice sent March 9, 2021. 30 days to respond. As of April 14, 2021 the owner is seeking contractors for demolition. As of June 8, 2021 Mr. Thomas is working on legal issues with other family members. As of August 11, 2021 a second Correction Notice sent. 30 days to respond. Violation Notice to be sent October 2021. Violation Notice sent October 7, 2021. 30 days to respond. Final Violation Notice sent November 10, 2021. 30 days to respond. Will proceed to the next step with letter for removal. Requesting bids for demolition. Bids received by February 28, 2022. Going to court concerning family matters about property. May take at least 1 year. Follow up on March 1, 2023. I spoke to Robert Thomas, he informed me that this property is still in litigation. He is unsure at this point how long the court proceedings will take. Follow up in September 2023.
15. 416 Fairview Avenue – (R. & A. Soyars) Remove overgrowth from house. Remove or repair carport. Remove or repair outbuildings (collapsed). Remove trash and debris from yard. Correction Notice sent March 23, 2021. 30 days to respond. No response. Correction Notice resent via regular and certified mail on April 14, 2021. As of April 20, 2021 contact has been made with owner. Yard cleanup has begun. Owner is making arrangements for removal of outbuildings. As of June 15, 2021 Mrs. Soyars has contracted J A Barker for removal of outbuildings. As of July 27, 2021 the contractor is scheduling demolition. As of November 23, 2021 the owner has been contacted to complete cleanup. Dilapidated out buildings demolished and removed. Made contact with Ms. Soyars and she requested an extension until August 31, 2022. Work has started on the home. Follow up in November. The owner is working on the interior of the property currently. Exterior repairs should be complete by spring 2023. Work is continuing Follow up in September 2023.

NOTE: Item numbers 16 through 26 (S. Allen). Houses being worked on one a month with a one month projected completion date, as directed by Code Compliance office as weather allows. Will follow up on progress by September 2023.

16. 704 Robertson Street – (S. Allen) Roof replacement, fascia repair and paint, rake board repair and paint, window repair and paint. As of March 30, 2021, roof replacement is complete.
17. 705 Robertson Street – (S. Allen) Roof replacement, fascia repair and paint, rake board repair and paint, window repair and paint. As of March 30, 2021, roof replacement is complete.
18. 703 Robertson Street – (S. Allen) Roof replacement, fascia repair and paint, rake board repair and paint, window repair and paint. As of March 30, 2021, roof replacement is complete.

19. 706 Robertson Street – (S. Allen) Fascia repair and paint, rake board repair and paint, window repair and paint. Roof replacement complete.
20. 103 West Third Street – (S. Allen) Fascia repair and paint, rake board repair and paint, window repair and paint.
21. 101 West Third Street – (S. Allen) Roof replacement, fascia repair and paint, rake board repair and paint, window repair and paint. As of March 30, 2021, roof replacement is complete.
22. 110 East Third Street – (S. Allen) Roof replacement, siding replace or paint, rake board repair and paint, fascia repair and paint, window repair and paint, door repair and paint. As of September 16, 2020, roof and fascia work is complete.
23. 702 Brooke Avenue – (S. Allen) Roof replacement, fascia repair and paint, rake board repair and paint, window repair and paint. As of March 30, 2021, roof replacement is complete. As of October 5, 2021 the projected completion date is November 15, 2021 weather permitting.
24. 704 Brooke Avenue- (S. Allen) Roof replacement, Fascia repair, remove all peeling paint and properly surface coat as required by code. Roof replacement complete as of February 1, 2023.
25. 108 and 110 East Second Street – (S. Allen) Roof replacement, fascia repair and paint, rake board repair and paint, window repair and paint, door repair and paint, siding replace or paint. As of March 30, 2021, roof replacement is complete.
26. 106 East Second Street – (S. Allen) Fascia repair and paint, rake board repair and paint, window repair and paint, siding replace or paint, door repair and paint.
27. 212 Windsor Street – (B. Jeffries) Remove overgrowth, remove trash and debris from yard, and repair roof. Repair porch, paint window trim and shutters. Repair and paint fascia. As of April 21, 2021 Correction Notice sent. 30 days to respond. As of June 23, 2021 there has been no response. Second Correction Notice to be sent October 2021. Second Correction Notice sent October 7, 2021. 30 days to respond. As of November 18, 2021 there has been no response. Will recheck progress on property by April 29, 2022. Clean up has been progressing over the winter. Some work has been done to property. More work has been done. Will get in touch with owner in May. Several attempts have been made to contact the owner but have received no response. Notice of violation sent certified mail June 2, 2022. 30 days to respond and 6 months to complete repairs before legal action is pursued. Certified letter delivery receipt was returned with no signature on June 9, 2022. Same letter was sent via regular mail on June 10, 2022. Final Notice of Violation sent via Certified and regular mail on July 13, 2022. Failure to respond within 60 days will result in moving forward with the demolition process. Spoke with Debra Jefferies on the phone on September 28, 2022. She has a contractor working on yard clean up that started September 28, 2022. She also informed me that she is soliciting bids from local contractors for the repairs to the home.
28. 326 West Atlantic Street – (W. Hines) Rear portion of roof collapsed. Replace and paint siding, fascia, rake boards, door and window woodwork. Remove debris and overgrowth from lot and building. Correction Notice sent May 26, 2021 with 30 days to respond. Owner died after Correction Notice was sent. Will contact family. As of July 27, 2021 a

meeting has been scheduled with Charles Butts to decide disposition of structure. Correction Notice sent October 7, 2021. 30 days to respond. As of November 23, 2021 there has been no response. Will follow up with Charles Butts. Spoke with Charles Butts on January 27, 2022. He will need 6 months to resolve property matters with family. Spoke with Charles Butts on June 6, 2022. He is requesting 6 months to sort family matters. He also stated that the building will most likely be demolished once things were removed from the interior of the building. Follow up January 2023. Spoke with Charles Butts and he believes that everything should be finalized by July 2023. Follow up in July 2023. Spoke with Charles Butts on July 24, 2023. He stated that the property is currently listed for sale and that the new owner will more than likely demolish the building. Follow up in October 2023.

29. 410 West Atlantic Street – (S. Powell) Repair fallen gutters and soffit. Repair rake board siding. Paint window and door trim. Remove debris from front of house. Correction Notice sent June 1, 2021. 30 days to respond. As of July 13, 2021 the owners are seeking a contractor to perform the work. As of October 1, 2021 no further contact with owners. Second Correction Notice to be sent in November, 2021. As of November 3, 2021 the second Correction Notice was sent. 30 days to respond. Spoke with Mr. Powell on November 10, 2021 and he stated a contractor had been obtained to start repair work. He plans to be completed by May 31, 2022. Still trying to secure a contractor to complete the work. Will check status again September 30, 2022. Spoke with Mr. Powell on September 12, 2022. He stated that he had signed a contract with a contractor for the repairs on the home. He will reach out to me once a start date has been set in stone. Spoke with Mr. Powell on October 17, 2022. He stated the contractor he signed a contract with has caught COVID and has not been able to provide a start date. Follow up December 2022. Spoke with Mr. Powell December 13, 2022. Bad weather is hindering the repair project. Follow up in March 2023. I made several attempts to contact Mr. Powell and have not been able to make contact. Will follow up with a letter in April 2023. Follow up letter sent April 17, 2023. 30 days to respond. Have made several attempts to make contact with Mr. Powell but have had no luck. Still have not been able to make contact with Mr. Powell. Continue trying to make contact. Follow up in September 2023.
30. 209 Bryan Street – (M. Crutchfield & S. Palmer) Repair rot and paint fascia, windows and rake boards. Repair structural rot and replace missing siding. Repair rot and paint gable vents. As of August 10, 2021 Correction Notice sent. 30 days to respond. As of October 7, 2021 second Correction Notice sent. 30 days to respond. As of October 7, 2021 the second Correction Notice sent. 30 days to respond. As of November 18, 2021 both notices were unclaimed. Notices to be resent certified and first class mail. As of December 1, 2021 the notices were resent via First class and Certified mail. 30 days to respond. Certified letter returned December 28, 2021 unclaimed. Spoke with Zack Palmer on January 10, 2022 and he stated that the work is being done in the next few weeks to complete list. Work is continuing on property. Will recheck by April 29, 2022. A little painting left to complete. Follow up June 30, 2022. Work is continuing. Follow up September 30. Spoke to Zach Palmer October 25, 2022. He stated that he thought the work was complete. I emailed him a list of the outstanding violations. Follow up January 2023. Work is slowly progressing due to cold wet weather. Follow up in May 2023. Work is slowly progressing. Follow up in August 2023.
31. 125 North Clay Street – (L. Maddux) Repair rotted porch. Repair window rot and paint. Paint windows and door where paint is flaking. Remove debris from lot. As of September 22, 2021 Correction Notice sent. 30 days to respond. As of September 23, 2021 clean up and repairs have begun. As of October 15, 2021 repairs and cleaning continuing. As of December 2, 2021 the second Correction Notice has been sent. 30 days to respond. Will

recheck progress on property by April 29, 2022. Clean up has been progressing over the winter. Some work has been done to property. Owner requested a little more time. Will follow up June 30, 2022. James Williams in my office on July 29, 2022. He stated that he will have the outstanding repairs completed this weekend and will call me Monday August 1, 2022 for final inspection. Spoke with James Williams on September 15, 2022. He asked for 30 days to complete the repairs as his mother his mother has fallen extremely ill and he is her caretaker. Mr. Williams is waiting for a break in the weather to finish the last little bit of painting around the door and window trim. Follow up in January 2023. Spoke with Mr. Williams on January 9, 2023. Between his mother being hospitalized and the cold weather he has been unable to do the final bit of painting. He states he will have it done by the beginning of spring if not sooner. Follow up in April 2023. Spoke to James Williams May 15, 2023. I was given a completion date of August 30, 2023.

32. 402 South Hill Avenue – (Windy Hills Property, LLC) Joey Hayes said windows will take 12-15 weeks to come in. Windows have been installed
33. 1003 Plank Road – (Plank Property, LLC) Talked to John Davis. They will clean up the back of the building. Notice of Correction to paint and remove debris and brush was emailed on February 9, 2022. Certified letter picked up May 13, 2022. Completion date is June 30, 2022. Spoke with Pat Newman July 6, 2022. Requested a 6 month extension. Certified letter sent September 7, 2022 at the request of Angela Kinker. Follow up letter sent to Angela Kinker June 30, 2023 addressing this property as well as 1003 Plank road and 1004 Cycle Lane.
34. 1225 Plank Road – (P. Duffer) Presently has properties on list. Will be added upon completion of others.
35. 1217 Plank Road – (P. Duffer) Presently has properties on list. Will be added upon completion of others.
36. 213 W. Danville Street – (P. Duffer) Presently has properties on list. Will be added upon completion of others.
37. 909 Plank Road – (Windy Hills Property, LLC) Presently has properties on list. Will be added upon completion of others.
38. 509 Pleasant Street – (M. Schooler) Tried to contact with 3 phone numbers with no success. Sent an email. Waiting on response. Car has been removed. First Correction notice was sent March 9, 2022. Certified letter not picked up. Sent letter regular mail on April 22, 2022. Follow up June 30, 2022. Second Notice of Correction sent July 7, 2022 via Certified and Regular mail. Sent Notice of Correction via Certified and regular mail to a new address I found online on October 14, 2022. Certified green card returned October 28, 2022 signed by Darlene Sanchez. Follow up December 2022. I have not received any reply to the certified letter that was sent but I did notice that the old damaged tarp covering the roof has been replaced with a new one. Will follow up in January 2023. Notice of Violation posted on the front door January 25, 2023. Received an email from MMC Inc. stating that the mortgage company has foreclosed on this property and the bank doesn't have complete possession of the property yet. Once the bank has control of the property the roof will be complete.
39. 904 W. Main Street – (A Harris & Others) Talked to Ms. Potter about property which has several owners. She will repair house. Requested a year for repair. First Correction notice was sent March 9, 2022. Certified letter picked up March 11, 2022. Completion date is

March 21, 2023. Spoke with Angel Black who is 1 of many heirs. She asked for a list of violations needing to be repaired. I spoke to Ms. Potter on March 17, 2023. She stated that the family has made a decision to demolish the house. I have provided her a list of local vendors that can handle this job. They are currently soliciting bids. Follow up in July 2023. I spoke to Ms. Black in July, she stated that the family is looking for quotes for the demolition of the house. Follow up in October 2023.

40. 810 W. Main Street – (R. Walker) Storage building is in need of repair or demolition. Spoke with family member. First Correction notice was sent March 9, 2022. Second notice sent April 22, 2022. Spoke with Ms. Walker. She will remove the building in the next 30 days. Will recheck by May 31, 2022. On May 12, 2022 Rose Walker's granddaughter called and spoke with David asking for the deadline to be extended to June 30, 2022 for repairs to the storage building. Spoke to Rose Walker's granddaughter July 6, 2022. She requested another 6 month extension. Follow up January 2023. I spoke to Ms. Wilson on December 5, 2022 in regards to the shed behind this property. She stated that she hired someone to demolish the shed and that he hurt himself and has not returned. Follow up in January 2023. I spoke to Tenesha Wilson February 6, 2023. She has agreed that the town can demolish the building and invoice her for the cost. The shed was demolished on March 27, 2023. The debris needs to be hauled off. Follow up in May 2023. Spoke to Tenesha Walker in regards to the debris. She stated that they will start hauling it off little by little as time allows. Follow up in August 2023. *Certified letter has been sent giving 30 days to remove the debris from property. Failure to do so within the 30 day period will result in the town removing the debris and placing a tax lien on the property for the cost of removal. Multiple quotes have already been obtained. Follow up in October 1 2023.*
41. Mecklenburg Manor 719 East Ferrell Street-(Gateway Management Services, LLC) May 23, 2022 Kim spoke with Mike Severe in regards to various complaints we have received from town residents as well as the poor condition of the property. May 23, 2022 A certified letter has been sent as a follow up to this phone call. Mr. Severe spoke of an exterior renovation to begin August or September 2022. No work has started as of September 30, 2022. Follow up with Mr. Severe October 2022. Sent a follow up email to Mr. Severe on October 24, 2022. I received an action plan via email on October 27, 2022. \$3,000,000 renovation project to begin between February and April 2023. A representative of Mecklenburg Manor called January 9, 2023 stating that plans for the renovation and permits will be pulled in February 2023. Mike Severe called and spoke to David March 3, 2023 stating that the plans for the project are on the way and that they will be in to start the permit process. Received and reviewed plans for the upcoming renovation. Have not been given a definite start date as of yet.
42. 808 Virginia Avenue- (Kuy Kelly) Replace missing shingles, repair or remove outbuildings, repair rotten siding of main structure, remove all loose/peeling paint from home and repaint. May 25, 2022 Correction Notice sent via certified mail. 30 days to respond. Action plan received via mail on June 15, 2022. Check status in June 2023. New roof has been installed and work has begun on the remaining repairs. Follow up in September 2023.
43. 225 Circle Drive- (Circle Drive, LLC) Spoke to Alfred May 25, 2022 who is the maintenance manager for this community working for the Newman's. He informed me that the repairs to this home will be completed within the next 6 months. Spoke with Alfred November 30, 2022. He stated that the repairs to this home have been scheduled for spring 2023. I spoke with Alfred on July 13, 2023. He stated that due to staffing

issues he is way behind with his work load. The hope and plan is still to have this completed this year but he will need more time. Follow up in October 2023.

44. 228 Clay Street- (Carlinda Purcell) Certified letter has been sent June 6, 2022. 30 days to reply. Spoke to Mrs. Purcell on June 29, 2022. Will follow up and check status in February 2023. Have made several attempts to reach Ms. Purcell by phone but have not made contact. Will follow up with another letter in April 2023. Spoke with Ms. Purcell April 7, 2023. She stated she has sold her current home and will be using some of the proceeds from the sale to make the necessary repairs on 228 Clay. Follow up in September 2023.
45. 104 East Virginia Street- (Samson & Mary Townes) Certified Letter sent June 13, 2022. 30 days to respond. Spoke with Sampson Townes daughter Barbara Jefferson on September 27, 2022. Work has begun on this home and is expected to be complete in 6 months. Follow up in March 2023. The Townes sisters visited our office to discuss their zoning options and the possibility of demolishing both homes and building back multifamily homes. Follow up in September 2023.
46. 106 East Virginia Street- (Samson & Mary Townes) Certified Letter sent June 13, 2022. 30 days to respond. Spoke with Sampson Townes daughter Barbara Jefferson on September 27, 2022. This home will possibly be demolished and rebuilt as long as it can meet the setbacks. Follow up in March 2023. The Townes sisters visited our office to discuss their zoning options and the possibility of demolishing both homes and building back multifamily homes. Follow up in September 2023.
47. 642 West Northington Street- (Jones) Certified letter sent July 8, 2022. 30 days to respond. Spoke to Mrs. Jones August 12, 2022. Her husband just passed away but she is in the process of securing a contractor to make the necessary repairs. Spoke to Mrs. Jones September 6, 2022. She has hired Wooley Construction to complete the repairs but has not received a start date. Will follow up November 1, 2022. Spoke to Rodney on October 12, 2022. He stated that the project will begin in 4 weeks. Follow up in March 2023. Still waiting on Rodney Worley to have availability to do the job. Follow up in September 2023.
48. 513 North Mecklenburg Avenue- (Crutchfield) Correction Notice sent certified mail July 18, 2022. 30 days to respond. Work has begun as of September 5, 2022. Follow up in December 2022. Follow up in February 2023. Work is progressing. Follow up in June 2023. Work is progressing slowly. Follow up in October 2023.
49. 909 West Danville Street- (Hudson) Correction Notice sent certified mail July 28, 2022. 30 days to respond. Have not been able to reach the owner of the property. Will continue to try to make contact with the owner. 2nd Correction sent to owner. 30 days to reply. Follow up in February 2023. Notice of violation sent. 30 days to respond.
50. 416 North Mecklenburg Avenue- (House/Smith) Correction Notice sent certified mail July 18, 2022. 30 days to respond. Spoke to George Thompson who is the son of Myrtle House in my office August 9, 2022. He asked for 6 months to complete the repairs. Follow up in May 2023. Spoke with Mr. Thompson, he stated that he is having a hard time finding a contractor to do the work. Follow up in August 2023.
51. 911 East Atlantic Street- (DAYS INN) Sent Certified Letter August 16, 2022 and hand delivered a copy to the hotel manager as well. 30 days to respond. Surprise visit with the fire chief, and the state fire marshal scheduled for October 4, 2022. Per order of the State

Fire Marshal's office, the Code Compliance Office, the Mecklenburg County Health Department, the South Hill Police Chief and the South Hill Fire Chief, the Days Inn has been shut down for code violations until repairs are completed. Repairs are expected to be completed within 30 days. Jones Electric worked for 2 weeks and then pulled off the job completely for lack of payment. Jones Electric has started working again as of November 16, 2022. Jones Electric has pulled off the job again for lack of payment. Several Water line breaks occurred during the December cold spell. Fire Department turned the water off to the property. No repair work is being done currently. The hotel is still shut down. No work is currently being done. Baymont side of the hotel has been fenced off and secured to keep people out. All of the rooms on the Days Inn side have been emptied. The carpets have been removed and are being replaced with LVT. All rooms will be painted and brand new furniture and beds will be installed upon completion. Also new electrical contractors are being solicited to complete the remaining electrical work. DEQ has stepped in as of June 27, 2023 to address sewage and chemical dumping into State controlled Wetlands. Water has been shut off to the property to control sewage. According to DEQ soil sample testing took longer than normal. No work has been done in the past couple of weeks. Follow up in September 2023.

52. 321 West Danville Street- (Guler) Certified letter sent August 22, 2022. 30 days to respond. Spoke with Mr. Guler September 6, 2022. He stated that he will begin scraping the building next week and getting a coat of primer on the building. Mr. Guler visited my office September 12, 2022 to speak about the repairs needed on his building. He stated that he will begin the repairs early spring of 2023 as he just got out of the hospital and is not yet strong enough to do the repairs. Work has begun. Follow up August 2023. *Work continuing slowly. Follow up in October 2023.*
53. 621 South Hill Avenue- (Taylor) Certified letter sent August 18, 2022. 30 days to respond. Spoke with John Taylor on September 7, 2022. He asked for 6 months to complete the repairs. Follow up in March 2023. Work is continuing. Follow up in September 2023.
54. 111 East Atlantic Street- (Poe) Certified letter sent August 24, 2022. 30 days to respond. Certified letter receipt was returned signed but I have not heard from the owners. Will follow up in October. Spoke to Rick Poe on October 3, 2022. He is soliciting bids for the demolition of the property.
55. 701 Virginia Street- (Revis) Certified letter sent September 22, 2022. 30 days to respond. Have not received a response from the owner nor have I received the Certified letter delivery card. Follow up November 2022. I have not received a response nor have I been able to make contact with the owner of this property. 2nd Correction Notice has been sent. 30 days to respond. I talked with 1 of Mrs. Revis's sons and he stated that his mother has passed away and that he was left with no paperwork in regards to a will. He is working on trying to establish ownership of the property. Follow up in June 2023. Spoke to Mr. Revis June 13, 2023. He still has not been able to establish ownership of the property. Follow up in October 2023.
56. 701 South Hill Avenue- (Robertson) Certified letter sent September 21, 2022. 30 days to respond. Second Correction Notice sent January 25, 2023. 30 days to respond.
57. 422 East Atlantic Street- (Evans) Certified letter sent September 26, 2022. 30 days to respond. Spoke to Mrs. Evans on October 23, 2022. She requested 6 months to make the repairs. Follow up in May 2023. Work is progressing. Follow up in September 2023.

58. 915 West Danville Street- (Maitland) Certified letter sent September 27, 2022. 30 days to respond. Certified letter returned unclaimed and unable to forward on October 24, 2022. Follow up November 2022. 2nd Correction Notice has been sent regular mail as the certified mailings keep coming back unclaimed. I also hand delivered the letter to the business address asking them to pass the letter along to the owner with their rent payment. Follow up in January 2023 if no response has been received. Meet with Terry McDaniel on December 14, 2022. Repair work will begin close to spring when the weather is better. Follow up in April 2023. Work is continuing. Follow up in September 2023.
59. 120A&B North Mathews Steet- (AAR Investments) Certified letter sent September 27, 2022. 30 days to respond. Action plan received via email on October 27, 2023. Work has begun as of October 24, 2022 and estimated completion time is early spring 2023.
60. 703 North Mecklenburg Avenue- (Rainey) Certified letter sent October 18, 2022. 30 days to respond. Spoke to Mr. Rainey in my office October 21, 2022. Due to his financial situation he has asked for 1 year to complete this project. Spoke to Mr. Rainey October 24, 2022. Provided Mr. Rainey a list of state and government assistance programs to find financial help with the repairs on his home.
61. 505 Franklin Street- (Hayes) Certified letter sent November 30, 2022. 30 days to respond. 90 day plan of action was received via email on December 19, 2022. Follow up in June 2023. Work is progressing slowly. Follow up in September 2023.
62. 516 East Atlantic Street- (Windy Hills) Certified Letter sent December 8, 2022. 30 days to respond. Spoke with Joey Hayes. He has informed me that he is working on other properties currently on this list and will complete them as time allows. Had a conversation with Mr. Hayes on June 16, 2023. He stated that he plans to continue working on these properties as his schedule allows. Follow up in October 2023.
63. 518 East Atlantic Street- (Windy Hills) Certified Letter sent December 8, 2022. 30 days to respond. Spoke with Joey Hayes. He has informed me that he is working on other properties currently on this list and will complete them as time allows. Had a conversation with Mr. Hayes on June 16, 2023. He stated that he plans to continue working on these properties as his schedule allows. Follow up in October 2023.
64. 509 Franklin Street- (C&S Enterprises of VA) Certified letter January 30, 2023. 30 days to respond. Spoke with a representative from EXIT Reality on February 10, 2023. She stated that a contractor is currently working on renovating several homes on Franklin Street all at once. He is currently working on the interiors and will be addressing the exteriors when complete and the weather is better. Follow up in June 2023. Work is progressing. Follow up in September 2023.
65. 110 North Mecklenburg Avenue- (Herbert/Sherry Squire) Certified letter sent January 30, 2023. 30 days to respond. Certified letter returned unclaimed. Herbert Squire has been granted sole possession of the property and is currently cleaning up the property for sale.
66. 704 Goodes Ferry Road- (Kavis Bugg) Certified letter sent January 30, 2023. 30 days to respond. 2nd Correction Notice sent June 13, 2023. 30 days to respond. Inoperable vehicles have been tagged by SHPD and a letter was sent giving 60 days to remove the inoperable vehicles or they will be towed away. *Owner of the property has started working on the property as of August 23, 2023. Follow up on progress in November 2023.*

67. 603 South Hill Avenue- (Roland Gurganus) Certified Letter sent March 20, 2023. 30 days to respond. 2nd Correction Notice sent June 13, 2023. 30 days to respond.
68. 204 1st Street-(Dorothy Conley) Certified letter sent March 20, 2023. 30 days to respond. Made contact with the owner June 3, 2023. She asked for time to put money together for repairs. Follow up in January 2024.
69. 621 Northington Street- (Paul & Nancy Conner) Certified letter sent April 26, 2023. 30 days to respond. Follow up in September 2023.
70. 510 Moseley- (Barry Ashworth) Certified letter sent June 20, 2023. 30 days to respond.
71. 223,225, & 227 West Virginia Street- (Windy Hills) Had a conversation with Mr. Hayes on June 16, 2023. He stated that he plans to continue working on these properties as his schedule allows. Follow up in October 2023.
72. Fox Run Apartments- (South Hill Associates) A Correction Notice was sent to the owner of the property via certified mail on July 27, 2023. In addition to the certified letter I also hand delivered a copy to the leasing office the same day. 30 days to respond. *Grounds person has been hired to keep the property free of litter. The owner/management company has failed to respond in regards to the other violations. Notice of Violation will be sent. Follow up in October 2023.*

This item is for Council information only. No action is required.

Completed Dilapidated Properties

Program Start Date: 4-16-2016

<i>Address</i>	<i>Owner</i>	<i>Notes</i>
412 South Hill Avenue	Twanda Feggins Walker	House removed/Lot cleared
207 North Mecklenburg Avenue	Debra Jeffries	House removed/Lot cleared
304 North Lunenburg Avenue	Charles Crowder/Joanne Bacon	Singlewide removed/Lot cleared
115 Coleman Lane	Stanley T Baskerville	House removed/Lot cleared
215 Dortch Lane	Roger & Patsy Poythress	House painted
1109 Halifax Street	Ola M Holmes Life Est	House removed/Lot cleared
1108 Halifax Street	Earnestine Hart	House removed/Lot cleared
209 East Atlantic Street	Judith Stanley	House painted
106 North Matthews Street	W O Hines	House removed/Lot cleared
635 West Virginia Street	G Rowley & Mary E Ferguson	House removed/Lot cleared
510 Ridgewood Avenue	Allen Lambert & Others	House repaired/Lot cleaned
103 East Third Street	Sam Allen	House repaired
802 West Atlantic Street	William Wills	House repaired
505 East Atlantic Street	Virginia Triplette	Lot cleaned
205 East Atlantic Street	Judith Stanley	House painted
209 East Atlantic Street	Judith Stanley	House repaired/ painted
132 Bedford Street	Jose Martinez	House removed
1106 Goodes Ferry Road	David Williams	Lot cleaned
1228 Halifax Street	Ronald Valentine	Singlewide removed
111 South Mecklenburg Avenue	Gwendolyn Williams	Work completed
307 Moseley Lane	Jeremiah Perry	Lot cleaned

Completed Dilapidated Properties

Program Start Date: 4-16-2016

513 North Mecklenburg Avenue	Melvin Crutchfield	House painted
110 South Main Street	George Brown	Building removed
114 North Matthews Street	Herbert Newman	Building removed
515 Meadow Street	Timothy Cooke	Work complete
305 Windsor Street	Herman Connell	House removed
1200 Halifax Street	Dorothy Talley	House removed
103 West Third Street	Sam Allen	House repaired
101 West Third Street	Sam Allen	House repaired
128 South Mecklenburg Avenue	Jimmy Martin	Building repaired
132 Bedford Street	Jose Martinez	Garage repaired
122 Clay Street	GTC Properties	Lot cleaned and cut
302 West High Street	Elleana Fielding	Lot cleaned and cut
935 West Atlantic Street	Shirley Williams	Property cleaned
115 Clay Street	Walter McClenney	Property cleaned
660 Lombardy Street	Joe Cappaert	Singlewide removed
117 Clay Street	Larry Cook	Lot cleaned
507 Moseley Lane	Leroy Cook	Lot cleaned
923 West Atlantic Street	Tammy Ochodnick	House repaired
510 Moseley Lane	Barry Ashworth	Lot cleaned
609 West Danville Street	Charles Lynn	Building painted
227 Circle Drive	Circle Drive LLC	House removed

Completed Dilapidated Properties

Program Start Date: 4-16-2016

154 Buena Vista Circle	Daniel Hightower	House repaired
422 East Atlantic Street	Kenneth Evans	Overgrowth removed
806 West Virginia Street	Kuy Kelly	House removed
210 Park Lane	Jon Taylor	House painted
112 Center Lane	Alex Graham	Building painted
418 Old Highway Fifty-eight	Willie Smith	House removed
911 East Atlantic Street	Bobby Shah	Lot cleaned
930 West Danville Street	Delores Taylor	House removed
932 West Danville Street	Barbara Jefferson	House removed
906 Plank Road	Ivory Joyner	House painted
118 South Lunenburg Avenue	Loretta Avent	Building repaired and painted
208 Pennington Street	Brent Richey	Repairs complete
114 C Clay Street	Michael Robinson	Trailer removed
1179 Country Lane	Alfred Bracey	House removed
201 East Atlantic Street	Francis Clark	House painted
112 East Atlantic Street	William Robbins	House removed
403 North Mecklenburg Avenue	William Wills	House painted
109 East Third Street	Sam Allen	House repaired
101 East Third Street	Sam Allen	House repaired and painted
706 Brooke Avenue	Sam Allen	House repaired and painted
103 East Third Street	Sam Allen	House repaired and painted

Completed Dilapidated Properties

Program Start Date: 4-16-2016

506 Moseley Lane	F. Holden	House removed
609 Grazier Street	M. Shearin	House removed
117 Clay Street	L. Cooke	Repairs complete
302 W. High Street	Stepping Stones Properties, LLC	Repairs complete
704 Brook Avenue	S. Allen	Repairs Complete
202 North Brunswick	Oscar Cruz	trash removed
101 West Second Street	S. Soyars	Repairs Complete
419 East Atlantic	T. Stanley	Repairs Complete
Corner of Dortch & Main	Butts	Repairs Complete
704 Brooke	S. Allen	Repairs Complete
505 North Mecklenburg	L. Ogburn	Repairs Complete
617 North Mecklenburg	Kumar	Repairs Complete
103 South Mecklenburg	Jenkins	Repairs Complete
108 East 1st Street	Windy Hills	Repairs Complete
110 East 1st Street	Windy Hills	Repairs Complete
112 East 1st Street	Windy Hills	Repairs complete
112 Raleigh Ave	B. Pearce	Repairs Complete
500 West Danville	B&P Enterprises LLC.	Repairs Complete
501 West Danville	Crop Production Services LLC	Repairs Complete
639 West Virginia Avenue	Dortch/Rudolph	Repairs Complete
502 North Mecklenburg	Moore	Repairs complete
212 North Mecklenburg	Crowder	Repairs Complete
101 West 2nd	Soyars	Repairs Complete

Completed Dilapidated Properties Program Start Date: 4-16-2016

609 West Atlantic	Bellewood LLC	Repairs complete
514 Pleasant Street	KC&J Properties	Repairs complete
603 Franklin Street	Exit Reality	Repairs complete
1248 West Danville	Thomas	Repairs complete
605 Franklin Street	Exit Realty	Repairs complete
728 North Mecklenburg	Janson	Repairs complete
702 North Mecklenburg	Taylor	Repairs complete
<i>410 East Ferrell</i>	<i>Taylor</i>	<i>House demolished</i>
<i>508 Brook Avenue</i>	<i>Brown</i>	<i>Repairs complete</i>

Agenda Item A

To: Mayor and Town Council
From: Business Development Manager
Date: September 11, 2023
Re: Monthly Update

- We are working with several prospective new businesses looking at South Hill. Interest in the downtown area has increased over the past several months.
- I am working with the Southern Virginia Food Hub board on restructuring and onboarding new staff members.
- Meetings have been scheduled with the Mecklenburg County and South Hill IDAs to discuss partnering on future industrial parks.
- I am continuing to work with Brownsfield on grants for the reuse of prospective properties.
- We are continuing to work with ESA on the Marrow Street Solar Project.
- I attended a meeting with Dewberry to discuss the Raleigh to Richmond Highspeed Rail Project.
- We are working with several building owners who have applied for the façade and upfit grant from the Town. I am continuing to encourage building owners to take advantage of this program to enhance the look of the buildings downtown.
- The Mayor and I attended the meeting held at the Lake Country Advanced Knowledge Center with Senator Warner.

This item is for Council information only. No action is required.

Agenda Item A

To: Mayor and Town Council
From: Human Resources Manager
Date: September 1, 2023
Re: HR Report for September 2023

ACCOMPLISHMENTS/UPDATES:

We are on track with our HR projects with The Berkley Group. A census and job descriptions are being reviewed for the market analysis study and survey. I met with the project manager to review our current employee handbook; we are working on a recommendation of updates. I am hopeful to share tentative completion by next month.

YEARS OF SERVICE:

Please join me in congratulating the following employee(s) for their dedication and years of service with the Town of South Hill:

Kenny Barnett, Facilities Maintenance – 10 Years of Service

EMPLOYMENT NEWS:

We are pleased to welcome the following new employees to the Town of South Hill:

August 28th – Krystle Connell, Director of Finance and Administration
September 11th – Zachary Curry, Maintenance Operator – Parks Department
September 25th – Keli Reekes, Town Manager
September 25th – Stuart Bowen will resume his position as Chief of Police.
September 25th – Greg Geist will resume his position as Deputy Chief.

We are recruiting for a Maintenance Operator position in the Streets Department.