



SOUTH HILL TOWN COUNCIL
REGULAR MEETING MINUTES
MONDAY, JULY 14, 2008 AT 7:00 PM

The regular monthly meeting of the South Hill Town Council was held on Monday, July 14, 2008 in the Council Chambers of the South Hill Municipal Building located at 211 South Mecklenburg Avenue in South Hill, Virginia.

1. CALL TO ORDER

Honorable Mayor Earl O. Horne called the regular meeting to order at 7:00 p.m.

2. INVOCATION

Mayor Horne rendered the invocation.

3. ROLL CALL

Mayor Horne called upon Anna Cratch to call the roll which was as follows:

A. Council Members

Chad J. Barbour	Lillie Feggins-Boone	M. B. "Millie" Bracey
William R. Gregory	Gregg Harper	J. Woodrow "Woody" Kidd
Mike Moody	C. Leroy Sasser	

B. Staff in Attendance

Kim Callis, Town Manager	Anna Cratch, Town Clerk
Julie Hancock, Human Resources Mgr.	Charles Hudson, Code Compl. Official
Norman Hudson, Police Chief	Heidi Porter, Finance Director
Bill Wilson, Public Works Dir.	

4. APPROVAL OF MINUTES – JUNE 9, 2008

A motion was made by Councilman Harper, second by Councilwoman Feggins-Boone, to dispense with the reading of the minutes from the regular meeting held on June 9, 2008, since all Council members had received copies prior to the meeting, and approve as submitted by Anna Cratch. Motion carried unanimously.

5. SERVICE AWARDS

Kim Callis presented a Certificate of Accomplishment and commended Stacy Archer with Finance and Administration for her 10 years of service to the Town effective July 1, 2008.

6. PUBLIC HEARINGS

A. Heidi Porter – Proposed Amendment to the Approved FY08/09 Budget Regarding Landfill Tipping Fees

Heidi Porter opened the Public Hearing for comments for and against the proposed amendment to the approved FY08/09 budget which will change the landfill tipping fee from \$29.50 per ton to \$35.50 per ton. This will increase the revenues and expenses by \$35,000. The Public Hearing was advertised in the South Hill Enterprise on July 2 and 6, 2008.

There were no speakers in favor of or against the proposal.

A motion was made by Councilman Sasser, second by Councilman Harper, to approve the amendment to the approved FY08/09 budget to reflect a change in the landfill tipping fee from \$29.50 per ton to \$35.50 per ton. Motion carried unanimously.

7. CODE COMPLIANCE OFFICIAL’S REPORT

Charles Hudson presented his report of activity for the month of June 2008 as follows:

Inspections Completed	-	68
Permits Issued	-	28
Fees Collected	-	\$ 2,125.54
UEZ Exemption	-	\$ Ø
Rehab Exemption	-	\$ Ø
General Exemption	-	\$ 45,000.00
Work Value	-	\$ 239,108.00
Jobs Completed	-	28

A motion was made by Councilman Harper, second by Councilman Kidd, to approve the report of the Code Compliance Official for the month of June 2008 as submitted by Charles Hudson. Motion carried unanimously.

8. POLICE CHIEF’S REPORT

Norman Hudson presented his police report for the month of June 2008. Chief Hudson informed Council there was a total of 200 arrests, 662 complaints, and 524 call types in June. He presented the following administrative news:

- Lt. Bernie Puryear and Sgts. Jimmy Robinson, Ronnie Edmonds and Jamie Velvin attended a First Line Supervisor’s Course at the training academy in Lynchburg.
- Lt. Bernie Puryear completed General Instructor Recertification at the training academy in Lynchburg.
- Officer Neal Puryear was introduced at the Council meeting. He graduated from Basic Law Enforcement training, ranking first in his class out of 34 students.

A motion was made by Councilman Harper, second by Councilman Moody, to approve the report of the Police Department for the month of June 2008 as submitted by Chief Hudson. Motion carried unanimously.

9. FINANCE DIRECTOR’S REPORT

Heidi Porter submitted the following report for the month of June 2008:

A. Monthly Financial Report

Ms. Porter submitted the financial report for month ended June 30, 2008 as follows:

General Fund	-	\$4,282,650.42	Investment Account	-	\$1,233,252.74
Water and Sewer Fund	-	73,910.14	2002 G.O. Bond	-	\$ 0
Cemetery Fund	-	51,454.79	Certificate of Deposit	-	\$ 70,000.00
CDBG2 Halifax	-	<u>454.67</u>	Total Police Dept. Savings	-	\$ 9,275.74
Total in Checking	-	\$4,408,470.02	Total Past Due Taxes All Yrs.-	\$	64,836.12

A motion was made by Councilwoman Bracey, second by Councilman Moody, to approve the financial report for month ended June 30, 2008 as submitted by Heidi Porter. Motion carried unanimously.

B. Delinquent Property Taxes

Ms. Porter presented Council with a list of delinquent real estate, personal and business personal property taxes. She informed Council that past due notices will be sent out on July 24, 2008. If payment is not received by August 25, 2008, she asked for authorization to advertise the remaining unpaid amounts in the newspaper on or about September 3, 2008.

Councilwoman Feggins-Boone inquired if licenses could be held due to unpaid taxes. Councilwoman Bracey mentioned that she did not feel it could legally be done. Ms. Porter commented that decals cannot be purchased until taxes are paid. Property liens can be put in place if real estate taxes are not paid.

Ms. Porter reported that two delinquent payers are left over from last year. One is paying \$50 a month. Ridley Bain is putting the other individual's property up for sale.

A motion was made by Councilman Barbour, second by Councilman Sasser, to advertise the delinquent property taxes in the newspaper on or about September 3, 2008. Motion carried unanimously.

C. Employee Bonuses

Ms. Porter reported that numbers were below budget this year; therefore, it appears that employees will be receiving a bonus.

This agenda item was for informational purposes only; therefore, no Council action was taken.

D. New Timeclock System

In answer to a question from Councilman Barbour, Ms. Porter explained that an electronic timeclock will replace the old time card system.

This agenda item was for informational purposes only; therefore, no Council action was taken.

10. COMMITTEE REPORTS

Mayor Horne reported that work on the Colonial is progressing very well. The contractors are on schedule. Sheetrock is currently being put in place.

11. TOWN MANAGER'S REPORT

Kim Callis submitted the following report for the month of June 2008:

A. Wetlands Mitigation Award

Mr. Callis reported that the Town has been awarded a Tobacco Indemnification and Community Revitalization Commission grant of \$281,800 for the purpose of creating approximately eight acres of wetlands at the Mountain Creek sewer lagoon. The project will allow for the replacement of two acres of wetlands at Hillcrest Industrial Park and will also provide for future wetland mitigation needs. On June 18, 2008, B&B Consultants held a contractor bid opening related to this project. J. A. Barker Construction was the low bidder at \$285,737.

Councilwoman Bracey commented about the substantial difference in the bids. Mr. Callis stated that the Town had a similar situation when bids went out for the parks. Not knowing when work would begin, many out of Town bidders may have been factoring in fuel costs.

It was mentioned that the IDA may help cover the Town's cost in the project.

A motion was made by Councilman Barbour, second by Councilman Kidd, to award the Mountain Creek Wetlands and Stream Remediation Project to J. A. Barker Construction with funding provided by the Tobacco Commission grant and the Town's Community Development funds (10 0920.5609); and to authorize the Mayor and/or Town Manager to execute all related contract and funding documents. Motion carried unanimously.

B. VDOT Revitalization Funding

Mr. Callis informed Council that VDOT has notified staff that the Commonwealth Transportation Board did not select the Town's application for funding related to Phase 3 of the revitalization effort, which would run from the traffic light at the corner of Atlantic Street and Mecklenburg Avenue north to Franklin Street. Staff will continue to work with the SPDC to submit another application this fall. Applications are due by November 1, 2008.

Mayor Horne commented this is nothing to be alarmed about. It takes time for all phases of a project to be funded.

This agenda item was for informational purposes only; therefore, no Council action was taken.

C. Roanoke River Basin Advisory Committee

Mr. Callis reported that staff has been contacted by John Feild, a member of the Virginia Roanoke River Basin Advisory Committee (VRRBAC), with a request to inform Council of the VRRBAC's concerns regarding water allocations and withdrawals from the John H. Kerr Reservoir by North Carolina local governments. Mr. Callis presented Council with a letter sent to various

legislators which outlines the VRRBAC's position. As has been done with other localities, Mr. Feild is willing to come speak with Council if so desired.

Mayor Horne commented that September would be a good month because DGIF and Virginia Tourism staff will be present at the August Council meeting to discuss the Blueway Trails. Councilman Barbour mentioned that Council needs to hear what Mr. Feild has to say because it will affect tourism.

This agenda item was for informational purposes only; therefore, no Council action was taken.

D. Blueway Trails

Mr. Callis reported that the Blueway Trails Project has become a very positive regional effort involving a number of local governments. The Virginia Department of Conservation and Recreation and the Virginia Tourism Corporation are also involved and very supportive of this regional effort to develop the Blueway Trails. Sandra Tanner, Steven Kessler and Bob Munson will attend the August 11 Council meeting to discuss the project and its potential for economic development.

Staff plans to construct a canoe/kayak take-out ramp on the Meherrin River above the dam at the Whittles Mill facility. Later on, staff plans to also construct put-in/take-out facilities at the old landfill site off Highway 138 once a suitable location is identified. Staff would eventually like to build camping, picnic and restroom facilities at both locations. Grant funding opportunities are being sought.

To keep the effort moving forward, staff recommends a Public Hearing on August 19 at 7:00 p.m. to hear comments on the project. Councilman Barbour inquired as to why the Public Hearing could not be held on the night of Council. Mayor Horne answered that the state staff suggested strongly having the hearing on another night separate from the regularly scheduled Council meeting.

At the September 8 regular Council meeting, staff recommends adopting a resolution or approving a motion indicating South Hill's formal support of the Blueway Trails Project and intent to participate in the regional effort.

A motion was made by Councilman Kidd, second by Councilman Sasser, to hold a Public Hearing at 7:00 p.m. on August 19, 2008 at the South Hill Town Office to hear comments on the Blueway Trails Project. Motion carried unanimously.

12. HUMAN RESOURCES MANAGER'S REPORT

Julie Hancock presented the following administrative news for the month of June 2008:

A. Resignations

- Ryan J. Urda, Public Works, left his position on June 23, 2008.

B. Education

- Stacy Archer, Finance and Administration, received a certificate for the completion of a two day course in Payroll Management.

- Nelson Ratcliffe, Public Works, obtained his Virginia Tradesman Certificate as Backflow Prevention Device Worker. This certificate is valid until June 30, 2010.
- Anna Cratch, Town Clerk, attended the Virginia Municipal Clerk Association Region 5 Quarterly meeting.

This agenda item was for informational purposes only; therefore, no Council action was taken.

13. PUBLIC WORKS DIRECTOR'S REPORT

Bill Wilson submitted the following report for the month of June 2008:

A. Project Updates/Completions

Bill Wilson reported on several projects that have been completed recently. North Mecklenburg Avenue from Franklin Street to Ferrell Street was milled, asphalted and striped (IFB 08-01, Asphalt Overlay and Traffic Marking). Three hundred and eighty-seven feet of curb and gutter and four driveway entrances were constructed around the southwest corner of Main Street and Lunenburg Avenue (Crop Production). Construction of the concession/restroom building and upgrades to the field electrical control system were completed at Parker Park. Four dugouts, one on each field, were upgraded to include an overhead covered press/scorer's box at the Parker Park softball complex. A 6" water line and a sewer line upgrade were completed at the Colonial Theatre.

Councilman Sasser commented that the park looks very nice. Councilwoman Feggins-Boone mentioned that the sign looks great too.

This agenda item was for informational purposes only; therefore, no Council action was taken.

B. Booster Station at Route 58-East

Bill Wilson informed Council that the booster station located on the south side of Route 58-East prior to Cycle Lane was constructed to transmit water further east to the Roanoke River Service Authority (RRSA) service mains/elevated tank. The station is equipped with small pumps necessary to add chlorine into the system. Even though the station boosts water and chlorine to service LaCrosse and Brodnax, the Town of South Hill owns the facility and has operated and maintained it as well. Because of the accountability, as well as the cost and labor involved, staff informed the RRSA that the Town of South Hill should transfer the responsibility of operating the booster station to them. The RRSA Board of Directors has agreed and effective July 1, 2008, the RRSA is the "operator in responsible charge" of that facility; the Town of South Hill remains the owner. If Town staff needs to respond to a problem, the RRSA will be charged accordingly.

This agenda item was for informational purposes only; therefore, no Council action was taken.

C. Consumer Confidence Report

Bill Wilson reported that the Town of South Hill has distributed its 2007 Consumer Confidence Reports as required by the U.S. Environmental Protection Agency. South Hill is in compliance with all water quality analytical limits. Due to the new bill format, this was the first year that staff could mail the reports along with the water bills.

This agenda item was for informational purposes only; therefore, no Council action was taken.

14. CITIZENS TO ADDRESS COUNCIL

A. McDonalds

Mrugesh Thanawala informed Council that he appeared before them a few years ago with the same problem, McDonalds. Mr. Thanawala explained that the parking lot of McDonalds is very rowdy around 9:00 PM on Friday until around 2:00 AM on Saturday. He reminded Council regarding the young man who was shot and killed in the McDonalds parking lot a couple of years ago. He stated that McDonalds locks their own doors so that the crowd will not go into their own building but overflows into the Comfort Inn parking lot and the Exxon gas station. Paying customers to the Comfort Inn are unable to sleep because of fear for their own safety and security. Mr. Thanawala mentioned that McDonalds hired security personnel when the problems initially started which did control them. He feels McDonalds should be made responsible to control their own parking lot and customers. Mr. Thanawala commented that the Comfort Inn, McDonalds and the Exxon complement each other. The only issue he has is that his customers do not feel secure. Councilman Barbour mentioned that McDonalds locks their doors at a certain time nationally, not just in South Hill.

J. P. Jones informed Council that the problems have gotten worse since McDonalds started staying open 24 hours. Mr. Jones commented that it is particularly bad on the weekends or after ballgames. He mentioned that the noise ordinance should be enforced. He reported that he has had to call 911 on numerous nights to help quiet down the crowds and loud music. As soon as police officials leave, within 15 minutes, the crowds are back. He complained that McDonalds does not provide bathroom facilities after 9:00 p.m., and the crowd utilizes the Exxon station bathroom (an overload of 200 to 300 kids). He asked for Council's consideration to help alleviate the problems.

Mayor Horne stated that Mr. Thanawala spoke to him earlier in the day regarding discussing this item at Council. Mayor Horne suggested that Mr. Thanawala and Mr. Jones contact Al Harris, owner of several McDonalds' franchises. Mayor Horne commented that Mr. Harris is a very nice gentleman who is willing to do whatever it takes. Mayor Horne called Mr. Harris who mentioned to him that his managers are trained through McDonalds if crowds act up to go out and ask them to leave or call 911. The managers at McDonalds have not informed Mr. Harris of any existing problems. Mr. Harris informed Mayor Horne that he is willing to pay law enforcement officers overtime to come in on Friday and Saturday nights for a couple of hours to help relieve the problems.

Police Chief Hudson reported that three calls were sent to 911 in the last 30 days. The Police Department patrols the South Hill area regularly. The department cannot keep someone at McDonalds full-time.

In answer to a statement from Councilman Harper, Councilman Barbour commented that "No Loitering" signs would not do any good unless McDonalds enforces the issue, because it is a private parking lot.

Mayor Horne again encouraged Mr. Thanawala and Mr. Jones to contact Mr. Harris. McDonalds is planning to build a new improved restaurant in the same location in 2009.

15. OLD BUSINESS

There was no old business.

16. NEW BUSINESS

There was no new business.

17. EXECUTIVE SESSION

Personnel – § 2.2-3711 (A)(1)

Pursuant to Personnel – § 2.2-3711 (A)(1) of the Code of Virginia and on **motion** of **Councilwoman Feggins-Boone** and **second** of **Councilman Harper**, the South Hill Town Council entered into **Executive Session** to discuss personnel matters. The members voted unanimously to enter into said Executive Session.

There was no action taken in Executive Session on the personnel matters.

WHEREAS, the South Hill Town Council has convened an executive meeting on this date pursuant to an affirmative recorded vote and in accordance with the provisions of the Virginia Freedom of Information Act; and

WHEREAS, § 2.2-3711 (A)(1) of the Code of Virginia requires a certification by this Council that such executive meeting was conducted in conformity with Virginia Law;

NOW THEREFORE, BE IT RESOLVED that the South Hill Town Council hereby certifies that to the best of each member’s knowledge, (1) only public business matters lawfully exempted from open meeting requirements by Virginia Law were discussed in the executive meeting to which certification resolution applies, and (2) only such business matters as were identified in the motion convening the executive meeting were heard, discussed or considered by the Council.

A motion was made by Councilman Harper, second by Councilman Gregory, to approve **Resolution 232**, dated July 14, 2008, and return to **Open Session**. All members present voted affirmatively.

18. OPEN SESSION

There was no action taken on the personnel matters in Open Session following the Executive Session.

19. ADJOURNMENT

There being no further business matters before the South Hill Town Council, Mayor Horne adjourned the meeting at 8:25 p.m.

Respectfully submitted by Anna B. Cratch.

Signed:

Attest:

Earl O. Horne, Mayor

Anna B. Cratch, Town Clerk