



SOUTH HILL TOWN COUNCIL
REGULAR MEETING MINUTES
MONDAY, FEBRUARY 9, 2009 AT 7:00 PM

The regular monthly meeting of the South Hill Town Council was held on Monday, February 9, 2009 at 7:00 p.m. in the Council Chambers of the South Hill Town Hall 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 Manager	Charles Hudson, Code Compl. Official
Norman Hudson, Police Chief	Heidi Porter, Finance Director
Bill Wilson, Public Works Director	

4. APPROVAL OF MINUTES – JANUARY 12, 2009

A motion was made by Councilman Moody, second by Councilwoman Feggins-Boone, to dispense with the reading of the minutes from the regular meeting held on January 12, 2009, since all Council members had received copies prior to the meeting, and approve as submitted by Anna Cratch. Motion carried unanimously.

5. MAX CROWDER – RECOGNITION FOR CEMETERY WORK

Kim Callis recognized Max Crowder for his hard work over the past several weeks with Heidi Porter, Gladys Jenerette and a few citizens in Town in developing an index and a map of every grave at Oakwood Cemetery. The map includes names and dates on every grave marker as well as the unused plots and owners. Mr. Crowder has also agreed to work with Lillie Feggins-Boone to index and map

Westview Cemetery as well. Staff presented Mr. Crowder with a replica of the Colonial Center, and all clapped in appreciation of his hard work.

6. PUBLIC HEARINGS

A. Charles Hudson – RE 2009-1, Request by New Hope Baptist Church to Rezone Property on Union Mill Road from R1-40 to C-2

Charles Hudson opened the Public Hearing for comments for and against the request of New Hope Baptist Church to rezone 9.18+/- acres on Union Mill Road located between North Mecklenburg Avenue and Caterpillar Drive from R1-40 to C-2.

At the Public Hearing held on January 5, 2009, the South Hill Planning Commission voted to recommend that Council approve the rezoning request.

Dan Jarrell, Pastor of the New Hope Baptist Church, spoke in favor of their request. He informed Council that the church is eight years old and has grown from about 25 to over 200 in the last six years. Plans are to build a multi-purpose building that would serve as a worship center on Sundays and a gymnasium for youth activities during the week. They plan to build a sanctuary within three to five years.

There were no speakers against the request.

A motion was made by Councilman Kidd, second by Councilman Sasser, to approve the request of New Hope Baptist Church to rezone their 9.18+/- acres located on Union Mill Road from R1-40 to C-2. Motion carried unanimously.

7. CODE COMPLIANCE OFFICIAL'S REPORT

Charles Hudson presented his report of activity for the month of January 2009 as follows:

Inspections Completed	-	52
Permits Issued	-	28
Fees Collected	-	\$ 1,080.68
UEZ Exemption	-	\$ Ø
Rehab Exemption	-	\$ 47,235.00
General Exemption	-	\$ 3,200.00
Work Value	-	\$ 92,718.00
Jobs Completed	-	41

New businesses for the month of January include Affordable Dentures and Tienda Mexican La Nortenita (pre-packaged foods).

A motion was made by Councilman Harper, second by Councilman Barbour, to approve the report of the Code Compliance Official for the month of January 2009 as submitted by Charles Hudson. Motion carried unanimously.

8. POLICE CHIEF'S REPORT

Norman Hudson presented his police report for the month of January 2009. Chief Hudson informed Council there were a total of 226 arrests, 553 complaints and 479 call types in January. He presented the following administrative news:

- Captain Mike Mayer and Donna Burch attended training on new Accident Reporting. The South Hill Police Department is a testing site for this new reporting.
- Lance Thomas resigned effective January 27, 2009. The position is currently being advertised.

A motion was made by Councilman Sasser, second by Councilman Barbour, to approve the report of the Police Department for the month of January 2009 as submitted by Chief Hudson. Motion carried unanimously.

9. FINANCE DIRECTOR’S REPORT

A. Monthly Financial Report

Heidi Porter submitted the financial report for month ended January 31, 2009 as follows:

General Fund	-	\$5,661,289.50	Investment Account	-	\$1,257,119.57
Water and Sewer Fund	-	153,397.26	2008 G.O. Bond	-	\$1,921,256.20
Cemetery Fund	-	52,374.79	Certificate of Deposit	-	\$ 70,000.00
CDBG2 Halifax	-	Ø	Total Police Dept. Savings	-	\$ 10,131.44
Twin Oaks II	-	<3,893.50>	Total Past Due Taxes All Yrs.-	\$	179,823.52
Total in Checking	-	\$5,863,168.05			(includes 2008 taxes)

A motion was made by Councilman Harper, second by Councilwoman Bracey, to approve the financial report for month ended January 31, 2009 as submitted by Heidi Porter. Motion carried unanimously.

B. Past Due Real Estate Taxes

Ms. Porter informed Council that when real estate taxes become past due on December 31, following the second anniversary of the date on which the taxes become due, the Town can begin the process of auctioning the property to collect the delinquent taxes. Ms. Porter presented Council with a spreadsheet of 13 delinquent properties that can be sent to the attorney to begin the collection process. Certified letters were sent to the property owners on December 5, 2008 informing them of staff’s intent.

A motion was made by Councilman Harper, second by Councilman Barbour, to authorize the Attorney to begin the process of collecting the money owed for delinquent taxes on the 13 properties as presented. Motion carried unanimously.

10. CITIZENS TO ADDRESS COUNCIL

A. Rosser Wells, Fire Chief – 2008 Annual Fire Report

Rosser Wells presented Council with the Fire Report for the South Hill Volunteer Fire Department, Inc. (SHVFD) for the year that ended December 31, 2008. 392 incidents were responded

to with 82 actually involving fire. An average of 14 firefighters was present per call with at least one engine on the street within two to three minutes of receiving a 911 call. 175 calls were responded to in Town, and 178 were within our county district. Other departments were assisted 39 times outside our district, and mutual aid was received from surrounding departments 58 times.

The forty members currently on roll try and train at least once a month at the regional burn building. Chief Wells informed Council that a new 3000-gallon tanker, which is on order to arrive within the next 30 days, should really improve service within our rural district.

Chief Wells thanked Council and the community for their continued support. On behalf of Council, Mayor Horne thanked Chief Wells and all of the SHVFD volunteers, families and employers. Mayor Horne commented that roughly 60% of all of their calls are out of Town. Councilwoman Bracey recommended that the fire department include at least one pet mask in their budget this year.

No Council action was taken

B. Candy Adcock, South Hill Elementary School – 4th Grade Awards Day and Picnic at Centennial Park on Thursday, May 28

Candy Adcock addressed Council to request permission for the South Hill Elementary School 4th grade class (approximately 120 children with teachers and parent volunteers) to hold an awards day and hot dog picnic at Centennial Park on May 28, 2009 from 11:00 a.m. to 2:00 p.m.

Councilman Sasser moved and **Councilman Kidd seconded** to authorize the South Hill Elementary School 4th grade class to have an awards day and picnic at Centennial Park on May 28, 2009 from 11:00 a.m. to 2:00 p.m. The motion was adopted by unanimous consent.

C. Marcus Hargrave – South Hill YMCA

Marcus Hargrave informed Council that the South Hill YMCA currently has around 770 members. Their school age childcare department serves 40 children and is the only licensed childcare provider in Town. Eighty youth play in the growing basketball program every Saturday at the middle school. Adult volleyball takes place there as well. A soccer program runs in the spring (around 120 children) and fall (around 110 children). The 10-week summer day camp routinely runs at capacity, 45 children. Twenty-five adults participate in the adult basketball program. The senior aerobics class is certified by the Arthritis Foundation. Ten ladies participate in the gymnastics program. The most popular program is the youth dances held every Friday night; at least 65 kids between the ages of 7 and 12 come and listen to age appropriate music.

Mayor Horne asked if the adult basketball teams could be sponsored. Mr. Hargrave commented that those individuals come in and they pay to play. The adults start to play at 7:30 a.m. on Saturdays. The youth arrive at 8:30 a.m. and they play all day until 3:30 p.m., at which time volleyball players come in after that. The only day the YMCA has the gymnasium is on Saturday, and it is programmed for the entire day.

Mr. Hargrave mentioned that one of the biggest assets that they have is their financial assistance program. Anyone is allowed to participate in any YMCA activity regardless of his or her ability to pay. Over \$9,360 has been given out in financial assistance to families that need the school age childcare services. Mr. Hargrave recently completed an economic impact study to ascertain how the YMCA is returning the money that is given to them. For every dollar that is given to the YMCA,

the community sees \$1.11 in turn. The YMCA invests back into the community by their employees that live here and also by the savings that are incurred by living a healthier life.

Marcus Hargrave commented that he has been trying to get the vacant primary school for the YMCA for 2½ years. The Mecklenburg County Board of Supervisors is currently studying the concept. Mr. Hargrave mentioned that their membership, programs and impact on the community would dramatically increase if the YMCA is able to obtain the school. It would provide a gymnasium, many separate rooms for indoor activities, much needed outdoor space for fields and a quality of life enhancement for everyone.

Mr. Hargrave thanked Council for their support. Only two government agencies support the South Hill YMCA, the South Hill Town Council and the Mecklenburg County Board of Supervisors. Mr. Hargrave requests several grants every year. Last year, the YMCA received almost \$11,000 from a JC Penney after school fund grant.

11. COMMITTEE REPORTS

There were no committee reports.

12. TOWN MANAGER'S REPORT

Kim Callis submitted the following report for the month of January 2009:

A. Skateboard Meeting

Kim Callis reported that although under state law skateboarding is prohibited on public streets, a number of young people have been noticed skateboarding around Town. "No Skateboarding" signs have been posted at many privately owned locations. The safety of the skateboarders is of primary concern. So that the local level of interest in skateboarding may be known, a public meeting will be held at 11:00 a.m. on Saturday, February 21 near the Main Street entrance to the upper field at Centennial Park. If the weather does not cooperate, the meeting will be held under the picnic shelter. The meeting is being publicized, and interested parties and parents are encouraged to attend. Attendees to the meeting will be asked to provide their name, address and contact information. Staff is gathering information from other communities who have experience with skateboarding including Farmville, Lynchburg and Manteo, NC. Once more information about interest, costs, legalities and other issues has been obtained, staff will be in a better position to determine the most appropriate course of action for the kids and the community. Results will hopefully be released at the March Council meeting.

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

B. Dixie Youth State Tournaments

Mr. Callis reminded Council that representatives from the South Hill Dixie Youth League attended a Virginia Dixie Youth organization meeting to bid on hosting the 2009 Angels (9-10 year olds) and Ponytails (11-12 year olds) state tournaments. Mr. Callis announced that South Hill was selected to host the Angels state tournament which will be held at the Parker Park softball complex beginning July 17, and Kenbridge was selected to host the 2009 Darlings (7-8 year olds) state tournament. The South Hill Chamber of Commerce will be assisting Kenbridge with lodging and other visitor needs. South Hill will also be hosting the 2009 state Dixie Youth boys' major league (11-12

year olds) tournament which is also scheduled to begin July 17. Councilman Moody commented that it will be a busy time.

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

C. Revitalization Phase 2

Mr. Callis reported that a pre-construction meeting was held on January 26 to discuss the Phase 2 Revitalization work which will extend along Mecklenburg Avenue between Danville Street and Atlantic Street. Representatives from Virginia-Carolina Paving (the contractor), Dewberry & Davis, VDOT, the SPDC and Town staff attended. Construction will begin early February and is scheduled to be completed by the end of June. The work generally consists of installing decorative streetlights with underground service and enhancing the appearance of sidewalks with brick pavers. Concrete portions of sidewalks will be replaced as needed. The bumpouts for this project will be in the form of painted “No Parking” areas striped with yellow along the pavement; no physical bumpouts will be installed. Depending on funds, something will be done between the Chamber Depot and the Southside Planning District Commission to help slow traffic. Mecklenburg Avenue is scheduled for asphalt overlay upon substantial completion. It has been requested of the contractor to do everything reasonably possible to minimize disruptions to local businesses.

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

D. Twin Oaks Improvement Project

Mr. Callis reported that rehabilitation work is underway on three homes in the Twin Oaks neighborhood. A pre-bid conference was held on February 5 for the water/sewer portion of the project. Bids for the water/sewer work will be opened on February 24. Cedric Stovall, the housing specialist for the project, has been requested to begin preparing documentation for the next round of housing rehabilitation, which will likely include four more houses. Over 20 homes are ultimately expected to be rehabbed. The total cost of the housing and water/sewer work is projected to be approximately \$1,565,900 with \$1,400,000 provided through DHCD grants and the remainder paid by the Town (almost \$166,000).

Staff is also working on a planning grant for additional rehab work for the Meadow Street area which is adjacent to Twin Oaks.

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

13. HUMAN RESOURCES MANAGER’S REPORT

Julie Hancock presented the following administrative news for the month of January 2009:

A. Personnel Report

1) Resignation

- Brian Jirgl, Public Works, resigned his position effective January 23. Advertising for the position of Maintenance Operator is underway.

2) **Education**

- Mark Novsak, Public Works, renewed his Class V Waterworks Operator License until February 2011.

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

14. **PUBLIC WORKS DIRECTOR'S REPORT**

Bill Wilson submitted the following report for the month of January 2009:

A. **Projects Update**

Bill Wilson reported to Council on the following projects:

- 1) **Binford Street Pump Station** – The new sanitary sewer pump station is fully complete and has been operating with no problems for approximately two months.
- 2) **Water Line Extension, Route 1 North** – The new 2" water line on Route 1 N. from Alpine Road to the Town limits was completed two weeks ago. The water was analyzed, and the line was pressure tested. Three homes have currently been connected.
- 3) **Storm Water Drain Pipe, Main Street** – This project will involve laying 60' of 18" and 260' of 24" plastic pipe, two drain basins and a manhole. This drainageway, located between the old railroad ROW and Main Street below the Town Shop, has become heavily eroded. It conveys stormwater from the Plank Road/Danville Street area.
- 4) **Parker Park Field No. 5** – The fence and backstop have been erected at the new ball field. The field will be ready for play this season. The fence distance is 130' in all directions.
- 5) **Asphalt Overlay, Windsor Street** – Approximately 1150' of Windsor Street between E. Atlantic Street and Park Lane behind the old South Hill Elementary School was overlaid with asphalt in early December. The material was a credit from the Mecklenburg Avenue overlay job. Councilwoman Bracey commented that the striping still needs to be completed.
- 6) **Meherrin River Blueways Trail, Landfill Site** – A site has been located and cleared at the old South Hill landfill that will be a rest area for water trail (canoe/kayak) enthusiasts. This location is one of twelve planned sites along a 68-mile stretch that will comprise the Meherrin River Blueway Trail.

Mr. Wilson drew Council's attention to the four new front windows installed in the building. Council commented that they look very good. Mayor Horne thanked Public Works.

In answer to a question from Councilman Barbour, Mr. Wilson stated that camera detectors are being placed at the two main intersections. There are currently in-pavement detectors at the intersections. As staff asphalts, they are being taken up. Kim Callis added that the cameras are not intended for ticket writing purposes but to help signal the lights.

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

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 **Councilman Sasser** and **second** of **Councilman Kidd**, 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 Sasser, second by Councilman Harper, to approve **Resolution 236**, dated February 9, 2009, and return to **Open Session**. All members present voted affirmatively.

18. OPEN SESSION

A motion was made by Councilman Barbour, second by Councilwoman Feggins-Boone, on the Personnel matter to amend and readopt the employee leave policy in the Town of South Hill Policies and Procedures Manual as presented effective July 1, 2009. A **roll-call vote** was requested and voiced as follows:

Councilman Barbour-Aye
Councilwoman Bracey-Aye
Councilman Harper-Aye
Councilman Moody-No

Councilwoman Feggins-Boone-Aye
Councilman Gregory-Aye
Councilman Kidd-Aye
Councilman Sasser-Aye.

A motion was made by Councilman Kidd, second by Councilman Moody, on the Personnel matter to approve the no smoking policy in Town vehicles and the Family Medical Leave Act requirements, effective February 1, 2009. Motion carried unanimously.

19. ADJOURNMENT

There being no further business matters before the South Hill Town Council, Mayor Horne adjourned the meeting at 8:56 p.m.

Respectfully submitted by Anna B. Cratch.

Signed:

Attest:

Earl O. Horne, Mayor

Anna B. Cratch, Town Clerk