



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

The regular monthly meeting of the South Hill Town Council was held on Monday, March 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	J. Woodrow "Woody" Kidd	C. Leroy Sasser

Council members Gregg Harper and Mike Moody were not present at the meeting.

**B. Staff in Attendance**

Kim Callis, Town Manager	Anna Cratch, Town Clerk
Julie Hancock, Human Resources Manager	Norman Hudson, Police Chief
Heidi Porter, Finance Director	Bill Wilson, Public Works Director

**4. APPROVAL OF MINUTES – FEBRUARY 9, 2009**

**A motion was made by Councilwoman Bracey, second by Councilman Kidd,** to dispense with the reading of the minutes from the regular meeting held on February 9, 2009, 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 announced that Theodore L. Davis of Public Works will be receiving a Certificate of Accomplishment for his 15 years of service to the Town effective March 17, 2009.

**6. CODE COMPLIANCE OFFICIAL'S REPORT**

In the absence of Charles Hudson, Kim Callis presented the report of activity for the month of February 2009 as follows:

Inspections Completed	-	40
Permits Issued	-	22
Fees Collected	-	\$ 1,075.54
UEZ Exemption	-	\$ Ø
Rehab Exemption	-	\$ 19,860.00
General Exemption	-	\$ 4,500.00
Work Value	-	\$ 163,035.00
Jobs Completed	-	30

New businesses for the month of February include an itinerant merchant selling seafood, The Glass House Restaurant, another Subway (on East Atlantic) and Doll House Beauty.

**A motion was made by Councilman Barbour, second by Councilwoman Feggins-Boone,** to approve the report of the Code Compliance Official for the month of February 2009 as submitted by Charles Hudson. Motion carried unanimously.

## **7. POLICE CHIEF'S REPORT**

Norman Hudson presented his police report for the month of February 2009. Chief Hudson informed Council there were a total of 224 arrests, 575 complaints and 371 call types in February. He presented the following administrative news:

- All Officers completed Live Scan Training at the Police Department.
- Mike Mayer, Jimmy Robinson, Harvey King, Chris Parrott and Mike Peebles completed four hours each Intox EC/IR II Recertification at Blackstone Police Department.
- All Officers completed eight hours each Taser Training at the Police Department.
- Peggy Wilson completed NCIC/VCIN Certification at Boydton Fire Department.
- Mike Mayer and Donna Burch attended the 2010 Grant Workshop at Southside Virginia Community College in Alberta.
- Applications for Police Officer closed February 20, 2009. Testing is scheduled for March 17, 2009.

In answer to a question from Councilman Barbour, Chief Hudson commented that the police department's state budget will be cut 20%.

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

## **8. FINANCE DIRECTOR'S REPORT**

### **A. Monthly Financial Report**

Heidi Porter submitted the financial report for month ended February 28, 2009 as follows:

General Fund	-	\$5,748,224.05	Investment Account	-	\$1,256,625.72
Water and Sewer Fund	-	148,765.61	2008 G.O. Bond	-	\$1,923,421.81
Cemetery Fund	-	52,374.79	Certificate of Deposit	-	\$ 70,000.00
Twin Oaks II	-	<42,429.30>	Total Police Dept. Savings	-	\$ 10,133.43
Total in Checking	-	\$5,906,935.15	Total Past Due Taxes All Yrs.-	-	\$ 159,340.17

In answer to a question from Councilman Barbour, Ms. Porter commented that the Twin Oaks account shows in the negative because staff has paid the bills and is waiting to be reimbursed from the state. It was mentioned that \$6,387.29 was spent for salt during the recent winter storm.

**A motion was made by Councilman Barbour, second by Councilwoman Bracey, to approve the financial report for month ended February 28, 2009 as submitted by Heidi Porter. Motion carried unanimously.**

#### **B. Past Due Tax Statements**

Ms. Porter informed Council that statements for all past due real estate and personal property taxes will be sent out no later than March 13, 2009. She presented Council with copies of the letter that will be included with each past due tax bill.

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

### **9. CITIZENS TO ADDRESS COUNCIL**

#### **A. Cheryl McGarvey, PE Teacher, First Christian School – Olympics Field Day at Centennial Park on Friday, May 1**

Cheryl McGarvey addressed Council to request permission for the First Christian School to hold their Olympics Field Day at Centennial Park on May 1, 2009 from 9:00 a.m. to 3:00 p.m. Ms. McGarvey anticipates 100(+) people.

**Councilman Sasser moved and Councilwoman Bracey seconded** to authorize First Christian School to have their Olympics Field Day at Centennial Park on May 1, 2009 from 9:00 a.m. to 3:00 p.m. The motion was adopted by unanimous consent.

#### **B. Charles Holmes – Family Reunion at Centennial Park on Saturday, July 25**

Charles Holmes addressed Council to request permission to hold a family reunion at Centennial Park on July 25, 2009 from 8:00 a.m. to 7:00 p.m. Mr. Holmes anticipates around 65 attendees.

**Councilman Barbour moved and Councilman Kidd seconded** to authorize Charles Holmes to hold a family reunion at Centennial Park on July 25, 2009 from 8:00 a.m. to 7:00 p.m. The motion was adopted by unanimous consent.

### **10. COMMITTEE REPORTS**

There were no committee reports.

## 11. TOWN MANAGER'S REPORT

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

### A. Skateboard Facility Appropriation

Kim Callis informed Council that a public meeting was held on Saturday, February 21 at Centennial Park to gauge the level of interest in skateboarding in South Hill. Over 80 people of varying ages attended the meeting. A petition with over 200 signatures was submitted from Frederick Goode requesting that South Hill build a skateboard park. Approximately 100 of those signatures were from South Hill residents.

Mr. Callis reported he has visited the Blackstone and Farmville skate parks and has talked with local officials. The skate parks in both towns were largely built with contributions from residents and businesses with some assistance from the local government. The parks have been successful and skating has become more popular since their construction.

These findings have been discussed with members of the Parks and Budget and Finance Committees. It is recommended that the Town work with citizens to construct a skateboard facility on the upper field at Centennial Park where the gap in the berm is; a concrete pad which can be extended is currently located there. A citizens committee, chaired by Keith Corum, has been organized to begin raising funds. It is recommended that the Town provide a dollar for dollar match, up to a maximum of \$15,000 for each dollar raised by the citizens committee. The Town's match would be partly in the form of materials and labor, primarily for construction of the concrete pad on which equipment would be fastened.

Copies of rules and regulations have been collected from other towns. A sign would be erected at the site listing the rules. Safety waivers are still being considered; however, waivers are not required for other park activities.

**Councilman Barbour moved and Councilman Kidd seconded** to appropriate up to \$15,000 to match citizen fundraising efforts to be used for construction of a skateboard facility. The expenditure would be charged to Parks Capital Outlay account 10 0450.7009. The motion was adopted by unanimous consent.

### B. Twin Oaks II Water and Sewer Award

Mr. Callis informed Council that the Town opened ten sealed bids on February 24, 2009 for certain water and sewer work as part of the Twin Oaks II Community Improvement Project. The appropriate review of all bids and records was conducted by Megan French, Project Engineer, Dewberry & Davis. The bid totals were as follows:

CONTRACTORS	BIDS	CONTRACTORS	BIDS
Biggs Construction	\$265,777.00	Southern Construction	\$380,305.00
H. G. Reynolds Co.	\$313,250.20	Key Constructors	\$386,032.52
J. Harmon Saunders Construction	\$325,000.00	MCC	\$467,144.00
Lyttle Utilities	\$347,998.00	Ralph Hodge	\$489,261.00
Marshall Construction	\$348,926.80	Richard Crowder	\$832,213.28

**Councilman Barbour moved** and **Councilman Kidd seconded** to award the Twin Oaks II Community Improvement Project water and sewer line work to Biggs Construction at the bid price of \$265,777. The motion was adopted by unanimous consent.

**C. Boydton Horse Park Resolution**

Mr. Callis reported that the Town of Boydton and the Boydton Ruritan Club are working together to raise funds toward establishing the Boydton Horse Park. They are requesting resolutions from neighboring communities indicating support of this effort. The Horse Park is expected to generate economic benefits for our region and will complement the Tobacco Heritage Trail.

By 2014 or 2015, 83 jobs are anticipated to be created. One 3-day show per week (Friday, Saturday and Sunday) is expected to generate over \$6,000,000 per year for the local economy. They would like to apply for a \$748,000 grant in 2009 and an additional \$4,000,000 in 2010. The park would be located on a 200-acre tract off Prison Road up Hwy. 58.

**Councilman Sasser moved** and **Councilman Barbour seconded** to adopt the resolution indicating South Hill's support and endorsement of the efforts of the Town of Boydton and the Boydton Ruritan Club to establish the Boydton Horse Park. A **roll-call vote** was requested and voiced as follows:

Councilman Barbour-Aye  
Councilwoman Bracey-Aye  
Councilman Harper-Absent  
Councilman Moody-Absent

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

**D. Meadow Street Community Improvement Grant Resolution**

Mr. Callis informed Council staff is working with the SPDC to apply for CDBG funds totaling \$1,100,000 for housing and water/sewer improvements in the Meadow Street Community. The Town is required to provide a match of \$25,735. This work involving the rehabilitation of around 30 homes is adjacent to the Twin Oaks II Community Improvement Project which is underway.

**Councilman Gregory moved** and **Councilman Barbour seconded** to adopt the resolution authorizing the application for CDBG grant funding of \$1,100,000 for the Meadow Street Community Improvement Project, and further authorizing the Town Manager to execute grant related documentation and other requirements. A **roll-call vote** was requested and voiced as follows:

Councilman Barbour-Aye  
Councilwoman Bracey-Aye  
Councilman Harper-Absent  
Councilman Moody-Absent

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

**E. Market Square Committee**

Mr. Callis reported that the South Hill Market Square Committee (Committee) is attempting to host a training/information session for potential South Hill Farmers Market (Market) vendors on April 8 to educate vendors about how to best market their homegrown or homemade goods. Jerry Taylor, a member of the Committee and a regular vendor at the Market, is coordinating the effort. Representatives from the Virginia Cooperative Extension Agency and other state agencies have agreed

to participate in the training if schedules allow. Mr. Taylor has lined up six speakers to discuss items such as state laws and promotion of goods. Mayor Horne asked that the county agents be contacted to advertise the session in their bulletins. Interviews with the local media are also scheduled to help spread the word.

In addition, the Market has traditionally been open on Saturday mornings from late May through October. The Committee is considering also opening the Market on Fridays on a trial basis. They have received feedback that people are more likely to shop at the Market on Fridays before they leave Town for the weekend.

The first Affair on the Square of 2009 will be The Janitors on April 16.

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

## **12. HUMAN RESOURCES MANAGER'S REPORT**

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

### **A. Personnel Report**

#### **1) Education**

- Danny Lee Clary, Robert Owens and Bill Wilson, Public Works, attended an instructor level course in Flagging Certification, February 2.
- Robert Owens, Public Works, instructed a class for Flagging Certification February 4. Attendees included personnel from Streets, Sanitation, Parks and Grounds, Utilities Maintenance, and Fleet and Building Maintenance.
- Wayne Hudson, Public Works, attended a seminar presented by the Virginia Rural Water Association on February 25. The subject of the seminar was Appomattox's reed bed biosolids treatment system.

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 February 2009:

### **A. Recent Snow Event**

Bill Wilson commended Public Works for preparing well for the recent winter storm which began March 1, 2009 and covered the South Hill area with four inches of snow. Crew members worked weekend afternoons, Sunday night and Monday to clear public roads, parking lots and downtown sidewalks in a responsive manner. According to Chief Hudson, only a few minor traffic incidents occurred in South Hill due to the winter driving conditions. Council members expressed their appreciation to Public Works for a job well done.

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

**14. OLD BUSINESS**

There was no old business.

**15. NEW BUSINESS**

There was no new business.

**16. ADJOURNMENT**

There being no further business matters before the South Hill Town Council, Mayor Horne adjourned the meeting at 7:28 p.m.

Respectfully submitted by Anna B. Cratch.

Signed:

Attest:

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Earl O. Horne, Mayor

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Anna B. Cratch, Town Clerk