



**SOUTH HILL TOWN COUNCIL**  
**REGULAR MEETING MINUTES**  
**MONDAY, APRIL 12, 2010 AT 7:00 PM**

The regular monthly meeting of the South Hill Town Council was held on Monday, April 12, 2010 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 called upon Councilman Sasser to render 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
J. Woodrow "Woody" Kidd	Delores B. Luster	Mike Moody
C. Leroy Sasser		

Councilman Gregg Harper was not present at the meeting.

**B. Staff in Attendance**

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

**4. APPROVAL OF MINUTES – MARCH 8, 2010**

A motion was made by Councilman Moody, second by Councilman Sasser, to dispense with the reading of the minutes from the regular meeting held on March 8, 2010, since all Council members had received copies prior to the meeting, and approve as submitted by Anna Cratch. Motion carried unanimously.

**5. SERVICE AWARDS**

The following employees were recognized with Certificates of Accomplishment for service to the Town:

- Anthony E. Hinkle, Public Works, 15 years effective April 3, 2010; Tony was also commended for his plumbing and welding skills.
- George C. Chavis, Public Works, 25 years effective April 25, 2010 (absent from meeting)
- Robert W. Owens, Public Works, 20 years effective April 30, 2010

## 6. PUBLIC HEARINGS

### A. Charles Hudson – Proposed Amendment to the Zoning Ordinance to Allow Bulk Storage in C-2

Charles Hudson opened the Public Hearing for comments for and against the proposed amendment to the Zoning Ordinance which would allow Bulk Storage by Special Exception permit in Commercial District C-2. This would help bring several Town businesses in conformance with the code.

At the Public Hearing held on March 1, 2010, the South Hill Planning Commission voted to recommend that Council approve the proposed amendment.

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

**A motion was made by Councilman Kidd, second by Councilman Moody,** to amend Sections 94.1-76 and 99.1 of the South Hill Town Code to allow Bulk Storage by Special Exception permit in C-2. Motion carried unanimously.

### B. Charles Hudson – RE 2010-1, Request by George L. Brown to Rezone 3.08 Acres on N. Mecklenburg Avenue from R1-40 to C-2

Charles Hudson opened the Public Hearing for comments for and against George L. Brown's request to rezone 3.08+/- acres on N. Mecklenburg Avenue from R1-40 to C-2.

At the Public Hearing held on March 1, 2010, the South Hill Planning Commission voted to recommend that Council approve the rezoning request.

George Brown spoke in favor of his request. There were no speakers against the request.

**A motion was made by Councilman Barbour, second by Councilman Moody,** to approve George L. Brown's request to rezone 3.08+/- acres on N. Mecklenburg Avenue from R1-40 to C-2. Motion carried unanimously.

### C. Charles Hudson – SE 2010-1, Request by George L. Brown and Herbert W. Newman, Sr. to Utilize Property on N. Mecklenburg Avenue for Bulk Storage

Charles Hudson opened the Public Hearing for comments for and against George L. Brown and Herbert W. Newman, Sr.'s request for a special exception permit under Article IV, Section 94.1-76 of the Town Zoning Ordinance to utilize the property located on N. Mecklenburg Avenue for bulk storage.

At the Public Hearing held on March 1, 2010, the South Hill Planning Commission voted to recommend that Council approve the special exception request.

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

**A motion was made by Councilman Kidd, second by Councilman Sasser,** to approve George L. Brown and Herbert W. Newman, Sr.'s request for a special exception permit under Article IV, Section 94.1-76 of the Town Zoning Ordinance to utilize the property located on N. Mecklenburg Avenue for bulk storage. Motion carried unanimously.

**D. Charles Hudson – SE 2010-2, Request by R. T. Arnold to Utilize 928 Cycle Lane as an Indoor Flea Market**

Charles Hudson opened the Public Hearing for comments for and against R. T. Arnold's request for a special exception permit under Article IV, Section 94.1-76 of the Town Zoning Ordinance to utilize 928 Cycle Lane as an Indoor Flea Market. Outside sales would be permitted.

At the Public Hearing held on March 1, 2010, the South Hill Planning Commission voted to recommend that Council approve the special exception request.

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

**A motion was made by Councilman Kidd, second by Councilwoman Bracey,** to approve R. T. Arnold's request for a special exception permit under Article IV, Section 94.1-76 of the Town Zoning Ordinance to utilize 928 Cycle Lane as an Indoor Flea Market. The motion carried with a vote of six to one, with Councilman Barbour casting the negative vote. (Upon further discussion revealing that an antique mall is planned, Councilman Barbour commented that staff needs to revisit ordinance terms because an antique mall is totally different than a flea market.)

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

**A. Monthly Report**

Charles Hudson presented his report of activity for the month of March 2010 as follows:

Inspections Completed	-	48
Permits Issued	-	28
Fees Collected	-	\$ 4,445.77
UEZ Exemption	-	\$ 0
Rehab Exemption	-	\$ 25,500.00
General Exemption	-	\$ 0
Work Value	-	\$ 727,425.00
Jobs Completed	-	27

New businesses for the month of March include Interiors by Design, BNT Service Center LLC, Cee's Variety and Evergreen Lawn Service LLC.

**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 March 2010 as submitted by Charles Hudson. Motion carried unanimously.

**8. POLICE CHIEF'S REPORT**

Norman Hudson presented his police report for the month of March 2010. Chief Hudson informed Council there were a total of 271 arrests, 653 complaints and 438 call types in March.

He presented the following administrative news:

- Carie Dalton, Wanda Dixon, C. B. Fleming, Shane Johnson, Calvin Holmes, Harvey King, Mike Mayer, Chris Parrott, Mike Peebles, Jimmy Robinson and Tony Solomon completed their required in-service hours at the Police Department.
- Bernie Puryear, Chuck Mayer and Nelson Watson attended a training program in Williamsburg on Counterfeit Goods.

**A motion was made by Councilman Sasser, second by Councilman Barbour,** to approve the report of the Police Department for the month of March 2010 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 March 31, 2010 as follows:

General Fund	-	\$7,409,142.17	Investment Account	-	\$1,265,342.90
Water and Sewer Fund	-	<103,900.57>	2008 G.O. Bond	-	\$ 736,722.34
Cemetery Fund	-	63,594.79	Certificate of Deposit	-	\$ 70,000.00
Twin Oaks II	-	<2,181.33>	Total Police Dept. Savings	-	\$ 15,626.76
Total in Checking	-	\$7,366,655.06	Total Past Due Taxes All Yrs.-	\$	147,296.41

Staff is going to start using the Virginia Debt Setoff Program in November which will hopefully assist in collecting past due taxes.

**A motion was made by Councilwoman Bracey, second by Councilman Barbour,** to approve the financial report for month ended March 31, 2010 as submitted by Heidi Porter. Motion carried unanimously.

**B. Delinquent Real Estate Taxes**

Ms. Porter reminded Council that at the February 9, 2009 Council meeting, they approved sending 13 delinquent properties to the attorney for collection. The delinquent taxes have been successfully collected on 11 out of the 13 properties. A suit will be filed within the next 30 days against the two remaining properties: Grace Clary and Neaomia Hendrick Sykes.

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

**10. CITIZENS TO ADDRESS COUNCIL**

**A. Park View High School Students**

Mayor Horne acknowledged the presence of and welcomed the following students from the Park View High School dual enrollment political science class:

Xavier Robertson

Tiandra Thomas

Chelsie Willus

**B. Valinda Dyer, PVHS Class of 1970 – Family Run/Walk Fundraiser for the CMH Foundation on September 4 at Parker Park from 8:00 a.m. to 2:00 p.m.**

On behalf of the PVHS Class of 1970, Valinda Dyer addressed Council to request permission for a two mile Family Run/Walk Fundraiser for the CMH Foundation to be held on September 4 at Parker Park from at 8:00 a.m. to 2:00 p.m. The CMH Auxiliary will be selling baked goods, and the American Legion Post #79 will be selling Brunswick Stew. Games and prizes will be available for children. Flyers will be distributed at local schools. Councilman Moody suggested they obtain insurance for the event, but they are not required to do so.

**A motion was made by Councilman Barbour, second by Councilman Sasser,** to authorize the PVHS Class of 1970 to hold a Family Run/Walk Fundraiser for the CMH Foundation on September 4 at Parker Park from 8:00 a.m. to 2:00 p.m. Motion carried unanimously.

**C. Gracie Farrar – Family Reunion at Centennial Park on June 19 from 8:00 a.m. to 6:00 p.m.**

Gracie Farrar addressed Council to request permission for a Family Reunion to be held on June 19 at Centennial Park from 8:00 a.m. to 6:00 p.m.

**A motion was made by Councilman Barbour, second by Councilwoman Bracey,** to authorize a Family Reunion to be held June 19 at Centennial Park from 8:00 a.m. to 6:00 p.m. Motion carried unanimously.

**D. Kevin White – Community Kids Day at Centennial Park on June 12 from 12:00 p.m. to 5:00 p.m.**

Kevin White addressed Council to request permission for a Community Kids Day to be held on June 12 at Centennial Park from 12:00 p.m. to 5:00 p.m. The purpose of this event is to provide safe entertainment for the kids to reward them for a successful school year.

**A motion was made by Councilman Barbour, second by Councilwoman Feggins-Boone,** to authorize a Community Kids Day to be held on June 12 at Centennial Park from 12:00 p.m. to 5:00 p.m. Motion carried unanimously.

**E. Marcus Hargrave – YMCA Update**

On behalf of the South Hill YMCA, Marcus Hargrave thanked Council for their continued support. The YMCA is in the process of finalizing the paperwork for receiving the South Hill primary school; hopefully, that will be done within the next 30 days. At that time, the YMCA will request Council to rezone the property for YMCA activities. A community support campaign will be planned to help with the substantial renovation costs for the school which will be around \$500,000. Planned programs will include school age child care, summer day camp, and wellness. Phase II plans for the school will hopefully include a swimming pool to teach swimming lessons that will help save lives. The existing exercise equipment will be moved to the new building. The rear portion of the building will be shared with the Southside EMS Council.

## 11. COMMITTEE REPORTS

There were no committee reports.

## 12. APPOINTMENTS

### A. South Hill Industrial Development Authority (IDA)

Mayor Horne informed Council that Tom Fitzgerald's appointment on the IDA will expire on May 5, 2010. Mr. Fitzgerald has been contacted and has agreed to serve another term if Council so desires.

**A motion was made by Councilman Sasser, second by Councilman Barbour,** to reappoint Tom Fitzgerald to the IDA for another four year term which would expire on May 5, 2014. Motion carried unanimously.

## 13. TOWN MANAGER'S REPORT

Kim Callis submitted the following report for the month of March 2010:

### A. Public Hearing for FY10-11 Budget

Mr. Callis reported that staff has completed a series of meetings with Department Heads, the Mayor and the Budget and Finance Committee and has a preliminary draft budget for Council's consideration. Staff has recently been informed that there will be no increase with the health insurance portion of the medical coverage; therefore, the proposed budget will be adjusted to reflect a 5% increase in medical premiums. The \$30,000 that will not have to be allocated to medical insurance will be placed in community development to address some water and sewer projects. There are no planned increases in any rates or fees.

Mr. Callis recommended advertising for a Public Hearing on the proposed FY10-11 budget, tax rates and water and sewer rates at the May 10, 2010 Council meeting. The ads would run in the April 28 and May 1 editions of the South Hill Enterprise. Final adoption of the budget would be scheduled for June 14, 2010. A work session would be scheduled prior to the budget Public Hearing.

**A motion was made by Councilman Barbour, second by Councilman Kidd,** to authorize staff to advertise for a Public Hearing on the proposed FY10-11 budget, tax rates and water and sewer rates at 7:00 p.m. on May 10, 2010 at the South Hill Town Hall. Motion carried unanimously.

### B. Human Resources Report

Mr. Callis presented the following administrative news for the month of March 2010:

#### 1) Seminars/Training/Other

- Daniel Martin, Public Works, attended a free seminar entitled Gorman-Rupp Priming Pump on March 8. The seminar was sponsored by Tencarva Municipal.

- Ben Young, Public Works, attended Basic Wastewater License Review March 9 through 12 at John Tyler Community College. He also attended Wastewater Math for Operators March 16 through 18 at the DEQ Piedmont Regional Office.
- The safety videos, Safe Operations of Chainsaws and Poison Oak & Ivy Training, were shown on March 31 to Public Works personnel.

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

**C. Water and Sewer Financing Issues**

Mr. Callis informed Council that staff is reviewing a potential opportunity to refinance the Town’s Virginia Resources Authority Series 2000B Water and Sewer Bond. At current interest rates, staff may be able to achieve interest savings of approximately \$20,000 per year through 2030, resulting in total cash savings of over \$400,000. Interest rates fluctuate daily, so the actual savings may change as of the bond closing date. The savings will be reduced by bond counsel fees of \$15,000 to \$20,000 which staff will attempt to include in the refunding to avoid out of pocket costs. Should these fees not be includable in the refunding, they will still be recovered through the first year interest savings.

Staff has also had conversations with Rural Development about grant/loan opportunities to fund water/sewer rehabilitation projects. The Town is not eligible for grant funding under existing Rural Development programs because of median income considerations and current water rates. To become grant eligible, staff would need to increase rates by approximately 30%; therefore, staff recommends no immediate action with Rural Development but will continue to monitor financing opportunities.

**A motion was made by Councilwoman Bracey, second by Councilman Sasser,** to authorize the Mayor, Town Manager and Finance Director to execute documents necessary to refund/refinance the Town’s Virginia Resources Authority Series 2000B bonds. Motion carried unanimously.

**D. Upcoming Events**

Mr. Callis informed Council of the following upcoming events:

- April 14 – The Unity Luncheon of all Mecklenburg County Chambers of Commerce will be held at noon at Centennial Park.
- April 28 – The South Hill Chamber of Commerce Beef Festival will be held at Centennial Park from 4:30 p.m. to 7:00 p.m. As part of the event, the South Hill Market Square Committee will be sponsoring a performance by the Liquid Pleasure Band on the upper field from 6:30 p.m. to 9:30 p.m.
- May 7 – The South Hill Revitalization Committee will hold the SpringFest Art Show and Sale from 7:00 p.m. to 9:00 p.m. at the R. T. Arnold Library.
- May 8 – The SHRC SpringFest celebration will be held along Main Street and Brook Avenue from 10:00 a.m. to 3:00 p.m. Plans are to hold the 2011 festival along Mecklenburg Avenue.

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 March 2010:

**A. IFB 10-01: Asphalt Overlay and Traffic Marking**

Bill Wilson informed Council that the Town received one bid on March 30, 2010 for IFB 10-01: Asphalt Overlay and Traffic Marking. The bid result was as follows:

CONTRACTOR	TOTAL BID
B. P. Short and Son Paving Company	\$223,965.00

The current balance in Street Maintenance accounts 10 0126.5407/5406 is \$270,480.35. The project will include:

- 2630' of 2" asphalt overlay on Peebles Street, Furr Street, Crowder Street and Shaw Street in the Wal-Mart area; 1900' of 2" overlay on W. Atlantic Street from Mecklenburg Avenue to Thomas Street; and 1200' of 2" overlay on South Hill Avenue from Danville Street to First Street. The estimated asphalt tonnage is 2,440 at \$72.00 per ton;
- 43,900 square yards of milling (1" per square yard); and
- 6,500 linear feet of striping.

The paving company will be given 60 days to complete the project. Because of concerns expressed by Councilman Barbour about only receiving one bid, Bill Wilson stated that the tonnage price was very fair.

Kim Callis commented that when the streets are milled, Public Works collects the millings and places them in Parker Park and other areas for reuse.

**A motion was made by Councilman Sasser, second by Councilman Kidd, to award the bid for IFB 10-01, Asphalt Overlay and Traffic Marking in the amount of \$223,965.00 to B. P. Short and Son Paving Company. Funding for this project shall come from Street Maintenance, 10 0126.5407/5406. Motion carried unanimously.**

**15. OLD BUSINESS**

There was no old business.

**16. NEW BUSINESS**

There was no new business.

**17. ADJOURNMENT**

There being no further business matters before the South Hill Town Council, Mayor Horne adjourned the meeting at 7:47 p.m.

Respectfully submitted by Anna B. Cratch.

Signed:

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Earl O. Horne, Mayor

Attest:

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Anna B. Cratch, Town Clerk