



SOUTH HILL TOWN COUNCIL

REGULAR MEETING MINUTES

TUESDAY, OCTOBER 14, 2025, 7:00 P.M.

The regular monthly meeting of the South Hill Town Council was held on Tuesday, October 14, 2025 at 7:00 p.m. in the temporary Council Chambers of the South Hill Town Hall located at 111 E. Danville Street, South Hill, Virginia 23970.

I. OPENING

Honorable Mayor Mike Moody called the regular meeting to order at 7:00 p.m. Mayor Moody called upon Clerk of Council Leanne Feather to call the roll, which was as follows:

A. Council Members

Randy Crocker
Ashley Hardee
Carl Sasser, Jr.

Lillie Feggins-Boone
Gavin Honeycutt
Michael Smith

Jenifer Freeman-Hite
Delores Luster

B. Staff in Attendance

Keli Reekes, Town Manager
Ryan Durham, Interim Chief of Police
Dahlis Morrow, Dir. of Finance & Admin.

C. J. Dean, Dir. of Municipal Services
Leanne Feather, Admin. Asst./Clerk
Robert York, Code Compliance Insp.

II. APPROVAL OF AGENDA

A motion was made by Councilor Smith, second by Councilor Luster, to approve the agenda for October 14, 2025. The motion carried unanimously.

III. CITIZENS TO ADDRESS COUNCIL

At this time, the following citizens addressed Council:

- **Wade Crowder** commended Town staff for their work and expressed concerns regarding freedom of speech at Town Council meetings. He also shared his experience interacting with staff at Town Hall and emphasized the need for a homeless shelter in the community.
- **Paul Duffer** shared personal remarks regarding his relationship with a Councilor and offered a positive message.

V. PUBLIC HEARINGS

A. Ordinance Amendments: Buildings and Building Regulations

Town Manager Keli Reekes informed Council that a Notice of Public Hearing had been published seeking public comment on proposed amendments to the Town Code pertaining to buildings and building regulations. The amendments would establish civil penalties in place of criminal prosecution for

violations of state building and maintenance code regulations and would require certain property owners to register vacant buildings with the Code Official.

Mrs. Reekes opened the Public Hearing:

- Mike Luddy, a property owner within the Town limits, expressed concerns regarding the proposed code amendments. He stated his belief that the changes could bypass due process for citizens, cited the number of properties in Town that would require improvements, and discussed the financial burden associated with making those improvements. Mr. Luddy also expressed concern about increasing utility costs for residents and urged the Town to be more financially considerate and attentive to citizen concerns.
- Wade Crowder stated that he believes the Town's determination of a property as dilapidated is unfair and subjective. He expressed a preference for such matters to be addressed through the court system before a judge.

Mrs. Reekes closed the Public Hearing.

Further discussion included Vice Mayor Honeycutt noting that the criminal system is not effective and emphasizing that residents will continue to receive due process. Councilor Smith stated that while safety remains a top priority, he believes the Town should also take a compassionate approach toward residents. Councilor Freeman-Hite emphasized the importance of ensuring the process is fair to all and expressed empathy both for those unable to afford property maintenance and for those whose property values are affected. Mrs. Reekes and Code Inspector Robert York provided additional clarification on the process.

A motion was made by Vice Mayor Honeycutt, second by Councilor Hardee, to adopt Ordinance O-10-25 amending the Town of South Hill's implementation of the Uniform Statewide Building Code. The motion passed 6-2 via roll call vote as follows:

Councilor Crocker – Aye
Councilor Freeman-Hite – Aye
Vice Mayor Honeycutt – Aye
Councilor Sasser – Aye

Councilor Feggins-Boone – No
Councilor Hardee – Aye
Councilor Luster – Aye
Councilor Smith – No

A motion was made by Vice Mayor Honeycutt, second by Councilor Hardee, to adopt Ordinance O-11-25 amending the Town of South Hill Code to implement a vacant property registry. The motion passed unanimously via roll call vote as follows:

Councilor Crocker – Aye
Councilor Freeman-Hite – Aye
Vice Mayor Honeycutt – Aye
Councilor Sasser – Aye

Councilor Feggins-Boone – Aye
Councilor Hardee – Aye
Councilor Luster – Aye
Councilor Smith – Aye

B. Ordinance Amendments: Right-of-Way Permit

Mrs. Reekes informed Council that a Notice of Public Hearing had been published to inform interested parties that Town Council will receive public comments on proposed amendments to the Town Code regarding the implementation of a right-of-way permit process.

Mrs. Reekes opened the Public Hearing:

- Wade Crowder requested clarification on the matter.
- Mike Luddy inquired whether emergency maintenance would be considered within the permitting process.

Mrs. Reekes closed the Public Hearing.

Further discussion included clarification from Mrs. Reekes and Municipal Services Director C. J. Dean that implementation of the permit process would enable the Town to monitor which companies are performing work and where within Town limits. They explained that the permit system would also provide the Town advance notice of upcoming projects, allowing staff to inform the public when work is scheduled to occur.

A motion was made by Councilor Hardee, second by Vice Mayor Honeycutt, to adopt Ordinance O-12-25 amending the Town of South Hill code to require a permit be obtained and inspection fee be paid prior to the start of any work in and under the Town's right-of-way. The motion passed unanimously.

A motion was made by Councilor Hardee, second by Councilor Freeman-Hite, to approve a \$100 non-refundable right-of-way permit fee. The motion passed unanimously via roll call vote as follows:

Councilor Crocker – Aye
Councilor Freeman-Hite – Aye
Vice Mayor Honeycutt – Aye
Councilor Sasser – Aye

Councilor Feggins-Boone – Aye
Councilor Hardee – Aye
Councilor Luster – Aye
Councilor Smith – Aye

C. Ordinance Amendments: Taxation and Utility Bill Payment

Mrs. Reekes informed Council that a Notice of Public Hearing had been published to receive public comments on proposed amendments to the Town Code regarding taxation and utility bill payments.

Mrs. Reekes opened the Public Hearing:

- Wade Crowder expressed concern about the ability of low-income residents to manage a fee increase.

Mrs. Reekes closed the Public Hearing.

Further discussion included clarification from Mrs. Reekes that the Finance Director has established procedures to assist customers experiencing financial hardship. She also clarified what constitutes certified funds and explained that credit card payments are not accepted to reestablish service because such transactions can be disputed.

A motion was made by Vice Mayor Honeycutt, second by Councilor Hardee, to adopt Ordinance O-13-25 amending the Town of South Hill's utility cut-on fee. The motion passed unanimously.

A motion was made by Councilor Sasser, second by Vice Mayor Honeycutt, to adopt Ordinance O-14-25 amending the Town of South Hill Code to require payment by of delinquent utility bills by certified funds. The motion passed unanimously.

A motion was made by Vice Mayor Honeycutt, second by Councilor Sasser, to adopt Ordinance O-15-25 amending the Town of South Hill Code to assess a bad check fee. The motion passed unanimously via roll call vote as follows:

Councilor Crocker – Aye
Councilor Freeman-Hite – Aye
Vice Mayor Honeycutt – Aye
Councilor Sasser – Aye

Councilor Feggins-Boone – Aye
Councilor Hardee – Aye
Councilor Luster – Aye
Councilor Smith – Aye

VI. ADMINISTRATIVE REPORTS

A. Consent Agenda

1. Minutes

- a. September 8, 2025 Regular Meeting**
- b. September 23, 2025 Work Session**

2. Monthly Financial Report

Director of Finance and Administration Dahlis Morrow submitted the financial report as follows:

Petty Cash	\$750
Checking Accounts	\$2,898,807.84
Investments	\$30,730,514.52
Restricted/Committed Funds	\$2,594,608.75
Total of all Funds	\$36,224,681.11

A motion was made by Councilor Freeman-Hite, second by Councilor Hardee, to approve the Consent Agenda. The motion carried unanimously.

B. Items for Approval

1. Town Manager Report

a. Chamber of Commerce Street Closure Request

Mrs. Reekes informed Council that the Chamber of Commerce has requested approval to close certain streets for the Candy Cruise event on Tuesday, October 28, 2025, from 4:00 p.m. to 9:00 p.m. The requested closures include S. Mecklenburg Avenue between Atlantic and Danville Streets (between stoplights), Center Lane between S. Mecklenburg Avenue and Brooke Avenue, E. Main Street between S. Mecklenburg Avenue and Brooke Avenue, SE Main Street between S. Mecklenburg Avenue and Brooke Avenue, and E. Pine Lane between S. Mecklenburg Avenue and Brooke Avenue.

A motion was made by Councilor Smith, second by Councilor Freeman-Hite to approve the Chamber of Commerce's requests to close the above-mentioned streets for the Candy Cruise on Tuesday, October 28, 2025. The motion carried unanimously.

b. Ratify and Approve Police Department Contracts

Mrs. Reekes asked Council to approve contracts with Deep River Restoration in the amount of \$23,827 and R.F. Howerton in the amount of \$86,770 for emergency procurement efforts due to water damage at the Police Department, to ensure compliance with audit and

financial reporting requirements. She noted that additional restoration efforts were managed in-house by Town staff, with materials and electrical work costing approximately \$5,500.

A motion was made by Vice Mayor Honeycutt, second by Councilor Smith to ratify and approve the contracts with Deep River Restoration and R. F. Howerton obtained through emergency procurement in connection with the water damage remediation efforts at the Police Department.. The motion passed unanimously via roll call vote as follows:

Councilor Crocker – Aye
Councilor Freeman-Hite – Aye
Vice Mayor Honeycutt – Aye
Councilor Sasser – Aye

Councilor Feggins-Boone – Aye
Councilor Hardee – Aye
Councilor Luster – Aye
Councilor Smith – Aye

c. Nicks Lane Area Housing Rehabilitation Project Update

Mrs. Reekes provided Council with an update on the Nicks Lane Area Housing Rehabilitation Project, noting that the initiative continues to progress well. Two projects have been completed, and work on an additional property is approximately 50% complete. She reported that two landlords owning three properties declined participation, and one homeowner has been unresponsive. Despite outreach efforts, no new applicants have been identified within the original project area. With the agreement of the Project Management Team, the Town and the Southside Planning District Commission (SPDC) are exploring an expansion of the project area.

d. Request for Proposals: Residential Trash Collection Services

Mrs. Reekes reported that Town staff solicited proposals from qualified companies to provide residential refuse and recycling collection services. Three proposals were received from Meridian Waste Virginia, LLC, Green for Life (GFL) Environmental, and Pink Waste Solutions. Staff conducted a comprehensive evaluation of each proposal, considering business reputation, performance history, qualifications, proposed approach and methodology, responsiveness and customer service, and overall cost. Based on this review, staff recommended awarding the contract to Meridian Waste Virginia, LLC, to serve as the Town's residential refuse and recycling collection provider.

Further discussion included Mrs. Reekes providing clarification regarding ownership of the trash containers, the implementation of a new collection schedule, the frequency with which services are rebid, the staff members involved in the review process, and responses to complaints related to the current service provider.

A motion was made by Councilor Hardee, second by Councilor Luster to award the contract to Meridian Waste Virginia, LLC to serve as the Town's residential trash collection service provider, and further authorize the Town Manager to sign all relevant documents. The motion passed unanimously via roll call vote as follows:

Councilor Crocker – Aye
Councilor Freeman-Hite – Aye
Vice Mayor Honeycutt – Aye
Councilor Sasser – Aye

Councilor Feggins-Boone – Aye
Councilor Hardee – Aye
Councilor Luster – Aye
Councilor Smith – Aye

e. Resolution to Dissolve the Lake Country Development Corporation

Mrs. Reekes reported that the Southside Planning District Commission (SPDC) established the Lake Country Development Corporation (LCDC) in 1981 to administer revolving

loan funds from the Economic Development Administration and USDA. She explained that, as most planning district commissions now manage these programs directly, maintaining the LCDC as a separate entity is no longer necessary. The SPDC Executive Committee adopted a resolution on September 15, 2025, to dissolve the LCDC, and each member jurisdiction is asked to pass a concurring resolution to complete the process.

A motion was made by Vice Mayor Honeycutt, second by Councilor Luster to adopt the resolution approving the dissolution of Lake Country Development Corporation. The motion passed unanimously via roll call vote as follows:

Councilor Crocker – Aye
Councilor Freeman-Hite – Aye
Vice Mayor Honeycutt – Aye
Councilor Sasser – Aye

Councilor Feggins-Boone – Aye
Councilor Hardee – Aye
Councilor Luster – Aye
Councilor Smith – Aye

2. Director of Municipal Services Report

a. Sycamore-Howerton Sewer and Water Extension

Director of Municipal Services C.J. Dean reported that the Town received sealed bids for the Sycamore-Howerton Sewer and Water Extension project. J. Harman Saunders Construction submitted the lowest bid, totaling \$1,700,000, for labor and materials in accordance with the advertised Invitation for Bid. He noted that bids were quantity-priced to cover labor, materials, and installation of new water lines.

Further discussion included Mr. Dean providing clarification on the number of homes that will be impacted by the new water lines, the proposed project timeline, and the expected lifespan of the new lines.

A motion was made by Councilor Luster, second by Councilor Hardee, to award the Sycamore-Howerton Sewer & Water Extension to J. Harman Saunders Construction as submitted by sealed bids on October 1, 2025, in the amount of \$1,700,000, and to authorize the Town Manager or her designee to sign all of the necessary paperwork to complete this project. The motion passed via roll call vote as follows:

Councilor Crocker – Aye
Councilor Freeman-Hite – Aye
Vice Mayor Honeycutt – Aye
Councilor Sasser – Aye

Councilor Feggins-Boone – Aye
Councilor Hardee – Aye
Councilor Luster – Aye
Councilor Smith – Aye

C. Reports to Accept as Presented

For efficiency, the following reports for August 2025 were presented as a group to accept as presented.

1. Police Report

Acting Chief of Police Ryan Durham submitted the monthly police report. He reported there were 312 Activity incidents, 50 reportable criminal offenses, 732 calls for service, and \$9,179 in property recovered. Other miscellaneous items included 77 training hours and 43 warrants issued. Administrative news was shared.

2. Fire Department Report

Fire Chief Michael Vaughan submitted the quarterly Fire Report. He reported the SHVFD responded to 218 alarm calls in the first quarter. Calls responded to in Town were 129, within the county district were 86, and involving fire were 20. Mutual aid given was 21. Automatic aid received was 39. Training included vehicle extraction, apparatus, hazmat, and recruit. Fundraising efforts included the annual Bucket Drive and t-shirt sales. Administrative news was shared.

3. Municipal Services Report

C. J. Dean submitted the Municipal Services report on the following:

- Continued efforts for the installation of new water and sewer lines.
- Continued efforts to acquire easements for projects.

4. Parks, Facilities and Grounds

Jason Houchins submitted the Parks, Facilities and Grounds report on the following:

- Lighting project for Parker Park basketball courts will start October 27.
- Town Hall HVAC repair completed.
- Police Department interior repairs completed.

5. Code Compliance Report

a. Report of Activity

David Hash submitted the report of activity as follows:

Inspections Completed	87
Permits Issued	38
Fees Collected	\$2,418.78
UEZ Exemption	\$0
Rehab Exemption	\$330.99
General Exemption	\$1,061.82
Work Value	\$682,213.43

New businesses included:

Rewind on the Flipside	229 W. Danville St.	Retail
Waxologie, LLC	305 E. Main St.	Waxing Salon
Dollar General Store #31024	1100 W. Atlantic St.	Retail

c. Dilapidated Properties

Along with the list of completed dilapidated properties, a report on the status of approximately 45 dilapidated properties was also presented.

6. Business Development Report

Brent Morris submitted the Business Development report on the following:

- Working with local property owners utilizing Town incentives.
- Met with a development group regarding commercial investment in Town.

- Continued efforts for new business recruitment.

7. Human Resources Report

Kristine Martin submitted the Human Resources report on the following:

- Launched a new benefits portal for employees.
- Town hosted an employee appreciation ice cream social.
- Tracy Cannon hired as Accreditation Manager for the Police Department.
- Currently recruiting for positions in Parks, Facilities, and Grounds, and at the Wastewater Treatment Plant.

A motion was made by Vice Mayor Honeycutt, second by Councilor Hardee, to approve the reports as presented. The motion carried unanimously.

VII. APPOINTMENTS

A. Regional Industrial Facilities Authority: Alternate

Mayor Moody recommended appointing Town Manager Keli Reekes to serve as an alternate member of the Board to fulfill the requirements for the Route 58 Activation Regional Industrial Facilities Authority (RIFA) Board with Mecklenburg County.

A motion was made by Councilor Smith, second by Councilor Luster, to appoint Town Manager Keli Reekes as an alternate member to the Regional Industrial Facilities Authority (RIFA) board. The motion passed unanimously.

VII. ADJOURNMENT

There being no further business matters before the South Hill Town Council, Mayor Moody adjourned the meeting at 8:09 p.m.

VALIDATION

Minutes approved this _____ day of _____, 20_____.

Leanne Feather, Clerk of Council

W.M. Moody, Mayor