



**SOUTH HILL TOWN COUNCIL
REGULAR MEETING MINUTES
MONDAY, MAY 12, 2025, 7:00 P.M.**

The regular monthly meeting of the South Hill Town Council was held on Monday, May 12, 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 Patrick to call the roll, which was as follows:

A. Council Members

Randy Crocker
Ashley Hardee
Michael Smith

Lillie Feggins-Boone
Gavin Honeycutt

Jenifer Freeman-Hite
Delores Luster

B. Staff in Attendance

Keli Reekes, Town Manager
Greg Geist, Chief of Police
Dahlis Morrow, Dir. of Fin. & Admin.
Leanne Patrick, Admin. Asst./Clerk

C. J. Dean, Dir. of Municipal Services
Kristine Martin, Human Resources
Brent Morris, Business Dev. Manager

II. APPROVAL OF AGENDA

A motion was made by Vice Mayor Honeycutt, second by Councilor Luster, to approve the agenda for May 12, 2025, including the addition of Agenda Item B: Dominion Energy Tree Easement Agreement Execution under the Director of Municipal Services Report. The motion carried unanimously.

III. POLICE WEEK PROCLAMATION: MAY 11 – 17, 2025

Mayor Moody read and signed a proclamation declaring May 11 – 17, 2025 as National Police Week.

IV. CITIZENS TO ADDRESS COUNCIL

At this time, the following citizens addressed Council:

- **Wade Crowder** recognized Town employees, attempted to discuss a matter unrelated to Town business, commended road improvements near the hospital, complimented the condition of the cemetery, and acknowledged the number of small businesses in the Town and their impacts.

V. ADMINISTRATIVE REPORTS

A. Consent Agenda

1. Minutes

- a. April 14, 2025 Regular Meeting
- b. April 14, 2025 Special Meeting
- c. April 29, 2025 Retreat Meeting

2. Monthly Financial Report

Dahlis Morrow submitted the financial report as follows:

General Fund	-	\$ 6,281,510.41	Total Investment Accounts	-	\$ 30,817,798.30
Water and Sewer Fund	-	\$ 94,165.04	Total Police Dept. Savings	-	\$ 48,470.53
Cemetery Fund	-	\$ 21,371.45			
Nick's Lane		\$ (64,666.14)	Del. Taxes Due Thru 04/30/2025 -		\$ 490,628.74
Total in Checking	-	\$ 6,332,380.76	(Real Estate and Personal Property)		

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

B. Items for Approval

1. Town Manager Report

a. FY25-26 Budget Adoption and Appropriation

Keli Reekes reported a Public Hearing was held on Monday, April 14, 2025 at 7:00 p.m. to hear comments regarding the Town's proposed budget and proposed rates and fees for FY25-26.

The proposed General Fund budget is \$22,314,150, proposed Water and Sewer Fund budget is \$18,291,800, proposed Cemetery Fund budget is \$4,000, and proposed Housing Rehabilitation Project budget is \$875,000. Council was presented with two ordinances for consideration.

A motion was made by Vice Mayor Honeycutt, second by Councilor Luster to adopt the proposed ordinance imposing and levying taxes within the Town upon real property, personal property, and machinery and tools for the tax year beginning July 1, 2025. The motion passed via roll call vote as follows:

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

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

A motion was made by Vice Mayor Honeycutt, second by Councilor Feggins-Boone to adopt and appropriate by ordinance the FY25-26 budget as proposed. The motion passed via roll call vote as follows:

Councilor Crocker – Aye
Councilor Freeman-Hite – Aye
Vice Mayor Honeycutt – Aye
Councilor Smith – No

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

b. Schedule Public Hearing – Police Department Ordinance Updates

On behalf of Chief Geist, Mrs. Reekes requested to schedule a Public Hearing to gather public comments on several proposed ordinance updates to the Town Code at the June 2025 regularly scheduled Town Council meeting.

A motion was made by Councilor Hardee, second by Councilor Freeman-Hite to schedule a Public Hearing for Town Council's June 2025 regularly scheduled meeting to hear comments on updates to the Town Code. The motion carried unanimously.

c. FY25 Additional Appropriation – General Fund Budget

Mrs. Reekes requested Council appropriate \$300,000 in additional real estate and property tax revenue collected from Microsoft during the current fiscal year.

Upon further discussion, Mrs. Reekes provided clarification that the Town collected above what was anticipated from Microsoft; therefore per the existing economic incentive agreement, the additional revenue is needed to cover the Town's reimbursement obligation to the Industrial Development Authority.

A motion was made by Vice Mayor Honeycutt, second by Councilor Hardee to appropriate \$300,000 in additional real estate and personal property revenue to the FY25 General Fund budget. The motion passed via roll call vote as follows:

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

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

d. Spring Cleanup Week

Mrs. Reekes proposed the designation of the week of May 12 – 16, 2025 as Spring Cleanup Week as an effort to encourage residents to remove visible bulky waste, litter, and debris from their property. Items may be placed curbside until noon on Thursday, May 15 and Town staff will collect curbside items through noon on Friday.

After expressed concern regarding the weather forecast, Mrs. Reekes stated that she will make efforts to coordinate with Town staff on a possible extension to the Cleanup Week due to possible inclement weather.

A motion was made by Councilor Feggins-Boone, second by Councilor Luster to designate May 12 – 16, 2025 as South Hill Spring Cleanup Week. The motion carried unanimously.

e. Town Hall Update

Mrs. Reekes shared that HVAC technicians, architects, and engineers have been on site and everything is moving forward as planned. She also stated that to avoid duplicating information to Council, future

Town Hall updates may be included in the Parks, Facilities, and Grounds Report under Reports to Accept as Presented and may no longer appear under Town Manager Report.

2. Director of Municipal Services Report

a. Circle Drive Waterline Replacement Project

C. J. Dean reported that the Town advertised and received sealed bids for the installation of new waterline mains and water service lines on Circle Drive from Smiley's Construction, LLC and H G Reynolds Co., Inc. Smiley's Construction, LLC submitted the lower of the bids at \$774,777.18.

A motion was made by Councilor Smith, second by Councilor Freeman-Hite to award the Circle Drive Waterline Replacement Project to Smiley's Construction, LLC as submitted by sealed bids on May 5, 2025 in the amount of \$774,777.18, 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 Smith – Aye

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

b. Dominion Energy Tree Easement Agreement

Mr. Dean received a request to grant an easement across Town property by Dominion Energy at the intersection of Raines Street and Country Lane as part of a project to install an electrical transmission line between the substations on the Microsoft campus at Interstate and Hillcrest industrial parks. Dominion offered the Town \$5,000 to grant the easement.

A motion was made by Vice Mayor Honeycutt, second by Councilor Hardee to authorize the Town Manager to fully execute the easement agreement with Dominion Energy, the compensation amount of \$5,000, and any other documents that may be associated with the agreement. The motion passed via roll call vote as follows:

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

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

C. Reports to Accept as Presented

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

1. Town Manager Report

a. Facilities Reservation Calendar

Mrs. Reekes submitted a calendar of activities and reservations at Centennial Park, Parker Park, the South Hill Exchange, and other Town facilities. The calendar is up to date at the time the Council packets are distributed, but it changes frequently as new reservations are made.

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2. Police Report

Chief Geist submitted the monthly police report. He reported there were 268 activity incidents, 43 reportable criminal offenses, 876 calls for service, and \$3,899 in property recovered. Other miscellaneous items included 103 training hours and 53 warrants issued. Administrative news was shared.

3. Fire Department Report

Chief Michael Vaughan submitted the 'quarterly Fire Report. He reported the SHVFD responded to 255 alarm calls in the third quarter. Calls responded to in Town were 111, within the county district were 107, and involving fire were 28. Mutual aid given was 29. Automatic aid received was 41. Training included vehicle rescue, winching operations, CPR, and aerial operations. Fundraising included a Fish Supper, the Hop N Shop, a Letter Drive, and the Spring Gobbler Raffle. Administrative news was also shared.

4. Municipal Services Report

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

- Completion of Thomas Street waterline replacement. Patching and Paving to come.
- Windsor and Franklin Streets stormwater project work began May 1, 2025.
- Updates on obtaining easements for four upcoming utility projects.
- Goodes Ferry waterline leak repair.

5. Parks, Facilities and Grounds

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

- Centennial Park Dog Park water fountains are now operational.
- Parker Park basketball court improvements ongoing.
- Town Hall HVAC installation began May 5, 2025.
- Town Hall interior and exterior bid proposals in process.
- Batting cage installations at softball fields and umpire trailer deck removal.

6. Code Compliance Report

a. Report of Activity

David Hash submitted the report of activity as follows:

Inspections Completed	-	94
Permits Issued	-	33
Fees Collected	-	\$ 6,368.40
UEZ Exemption	-	\$ 0
Rehab Exemption	-	\$ 105.75
General Exemption	-	\$ 132.60
Work Value	-	\$ 1,437,799.00

New businesses included:

- Rozier Termite & Pest Control – 201 N. Mecklenburg Ave. (Pest Control/Contractor)
- Angie's Treasure Hunt – 935 W. Atlantic Street (Flea Market Vendor)

- Sparkle and Shine Products – 935 W. Atlantic Street (Flea Market Vendor)
- Liquid Life IV CO – Mobile Unit
- Hair Haven – 626 W. Danville St. (Hair Salon)

b. Dilapidated Properties

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

7. Business Development Report

Brent Morris submitted the Business Development report on the following:

- Discussed local incentives with prospective hotel.
- Toured the Town with Retail Strategies to look at prospective properties for business development.
- Prepared updated business and housing incentives to present to Council.
- Partnering with South Hill Revitalization Committee to update Christmas decorations for East and West Atlantic Street.
- Continued efforts for downtown business recruitment.

8. Human Resources Report

Kristine Martin submitted the Human Resources report on the following:

a. HR Accomplishments Updates

- Launching Awardco, an all-inclusive employee reward and recognition platform.
- Upcoming transition to a new timekeeping system.
- Continued discussions and negotiations with Anthem for a more reasonable rates offer.

b. Employment News

- The Town hosted an Employee Appreciation event in April at Centennial Park.
- The Town hosted an Administrative Professionals luncheon in April at Backyard Brews and Bites.

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

VI. APPOINTMENTS

A. Industrial Development Authority

Mayor Moody recommended appointing Glenn Barbour to serve the remainder of Randy Crocker's term on the Industrial Development Authority beginning May 13, 2025 and ending May 5, 2028.

A motion was made by Vice Mayor Honeycutt, second by Councilor Crocker to approve

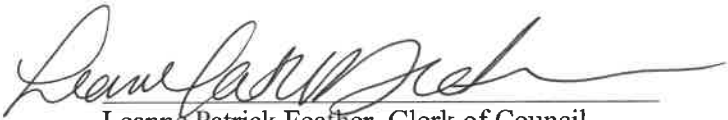
the appointment of Glenn Barbour to the Industrial Development Authority to serve out the remainder of Randy Crocker's term beginning May 13, 2025 and ending May 5, 2028. The motion carried unanimously.

VIII. ADJOURNMENT

There being no further business matters before the South Hill Town Council, Mayor Moody adjourned the meeting at 7:24 p.m.

VALIDATION

Minutes approved this 9 day of June, 2028.


Leanne Patrick Feather, Clerk of Council


W.M. Moody, Mayor

AN ORDINANCE

An Ordinance Imposing And Levying Taxes
Within The Town of South Hill, Virginia Upon
Real Property, Personal Property, And
Machinery And Tools For Tax Year Beginning
July 1, 2025 And Ending June 30, 2026

WHEREAS, it is necessary for the Council of the Town of South Hill, Virginia to adopt the Town's operating budget for Fiscal Year 2025-2026 and to establish the various tax levies pertaining to the same and after duly providing notice and holding a public hearing same;

NOW THEREFORE BE IT ORDAINED by the Council of the Town of South Hill as follows:

Section 1. That for the support and operations of the Town government, the Council of the Town of South Hill, Virginia hereby levies the following tax rates on all real property, all tangible personal property, and all machinery and tools, all as defined in Town Code for the fiscal and tax year beginning July 1, 2025 and ending June 30, 2026 as follows:

A. Real Estate

Upon all real estate and improvements thereon, not exempt from local taxation, there shall be a tax levy of No Dollars and Thirty-One Cents (\$0.31) for every One Hundred Dollars (\$100.00) of assessed value, which shall be based upon 100% of the fair market value thereof.

B. Public Service Corporation

Upon all property of public service corporations not exempt from local taxation, there shall be a levy of No Dollars and Thirty-One Cents (\$0.31) for every One Hundred Dollars (\$100.00) of assessed value.

C. Tangible Personal Property

Upon all tangible personal property of every kind and description not exempt from local taxation, there shall be a tax levy of One Dollar and Fifty Cents (\$1.50) for every One Hundred Dollars (\$100.00) of assessed value.

D. Tangible Personal Property – Fire and Rescue Volunteer Members

The classification of volunteer emergency medical services and volunteer fire departments vehicles, as set forth by §58.1-3506(A)(15) of the Code of Virginia, is hereby established as a separate classification of personal property. Upon one motor

vehicle titled in the name of the volunteer or leased in the name of the volunteer and the terms of the lease obligate the lessor to pay personal property tax and upon satisfaction of the requirements set forth in §58.1-3506(A)(15) of the Code of Virginia, there shall be a tax levy of Ten Cents (\$0.10) for every One Hundred Dollars (\$100.00) of assessed value.

E. Machinery and Tools

Upon all machinery and tools used or employed by any person, firm or corporation in any trade or business, not exempt from local taxation, there shall be a tax levy of No Dollars and Thirty-Eight Cents (\$0.38) for every One Hundred Dollars (\$100.00) of assessed value.

Section 2. This ordinance shall become effective July 1, 2025.

Adopted at a regular meeting of Council this 12th day of May, 2025, the roll call vote being as follows:

	VOTING AYE	VOTING NAY	ABSENT
Randy Crocker	✓		
Lillie Feggins-Boone	✓		
Jenifer Freeman-Hite	✓		
Ashley C. Hardee	✓		
Gavin Honeycutt	✓		
Delores Luster	✓		
Carl L. Sasser, Jr.			✓
Michael Smith	✓		

The undersigned hereby certifies that the forgoing is an accurate account of the vote taken at a duly convened meeting of the Town Council for the Town of South Hill, Virginia, on the 12th day of May, 2025, at which a quorum was present at the time the meeting was convened and at the time said vote was taken.

By: W. M. Moody
W. M. Moody, Mayor

ATTEST:

Leanne Patrick
Leanne Patrick, Clerk of Council

AN ORDINANCE

**An Ordinance To Adopt The FY 2025-2026
Budget For The Town of South Hill, Virginia And To
Appropriate Funds For The Same**

WHEREAS, it is necessary for the Council of the Town of South Hill, Virginia to adopt the Town's operating budget for Fiscal Year 2025-2026 and to establish the various tax levies pertaining to the same and after duly providing notice and holding a public hearing same;

BE IT ORDAINED by the Council of the Town of South Hill, Virginia as follows:

Section 1. That the Town Council hereby approves and adopts the document entitled "*Town of South Hill Proposed Budget, Rates and Fees Fiscal Year 25-26.*"

Section 2. In order to provide the requisite funds for said budget, the sum of \$41,484,950 is hereby appropriated to the following fund accounts for the fiscal year beginning July 1, 2025 and ending June 30, 2026:

Fund	Amount
General Fund	\$22,314,150
Water and Sewer Fund	18,291,800
Cemetery Fund	4,000
Housing Rehabilitation Project Fund	<u>875,000</u>
<i>Total</i>	\$41,484,950

Section 3. Additionally, the FY 2026 Capital Improvement Plan is hereby adopted to support projected expenditures for capital projects previously authorized by the Town Council within the General and Water and Sewer Funds.

Section 4. The Town Manager is hereby authorized and directed to do all things necessary to implement said budget to include executing all purchase orders of any amounts and making all payments and disbursements consistent with the purpose and intent of this budget.

Section 5. The Town Manager is hereby authorized to make the appropriate transfers among the various budgetary accounts within each fund.

Section 6. This ordinance shall become effective July 1, 2025.

Adopted at a regular meeting of Council this 12th day of May, 2025, the roll call vote being as follows:

	VOTING AYE	VOTING NAY	ABSENT
Randy Crocker	<u>✓</u>	<u> </u>	<u> </u>
Lillie Feggins-Boone	<u>✓</u>	<u> </u>	<u> </u>
Jenifer Freeman-Hite	<u>✓</u>	<u> </u>	<u> </u>

Ashley C. Hardee	<u>✓</u>	<u> </u>	<u> </u>
Gavin Honeycutt	<u>✓</u>	<u> </u>	<u> </u>
Delores Luster	<u>✓</u>	<u> </u>	<u> </u>
Carl L. Sasser, Jr.	<u> </u>	<u> </u>	<u>✓</u>
Michael Smith	<u> </u>	<u>✓</u>	<u> </u>

The undersigned hereby certifies that the forgoing is an accurate account of the vote taken at a duly convened meeting of the Town Council for the Town of South Hill, Virginia, on the 12th day of May, 2025, at which a quorum was present at the time the meeting was convened and at the time said vote was taken.

By: Wm Moody
W. M. Moody, Mayor

ATTEST:

Leanne Patrick
Leanne Patrick, Clerk of Council



South Hill Police Department

103 S. Brunswick Avenue
South Hill, Virginia 23970



Greg Geist, Chief of Police

Proclamation

WHEREAS, in 1962, President John F. Kennedy proclaimed May 15th as National Peace Officers Memorial Day and the calendar week in which May 15th falls, as National Police Week; and

WHEREAS, the dedicated members of the Town of South Hill Police Department work devotedly and selflessly on behalf of the citizens of the Town of South Hill, regardless of the peril or hazard to themselves; and

WHEREAS, the members of our Police Department play an important role in protecting the rights and freedoms of the citizens of our community; and

WHEREAS, it is important that all citizens know and understand the duties and responsibilities of their Police Department and that members of our Police Department recognize their duty to serve the people by safeguarding life and property, defending them against violence or disorder, and guarding the innocent against deception and the weak against oppression, and

WHEREAS, our Police Department has grown to be a modern and well-respected law enforcement agency which unceasingly provides a vital public service; and

WHEREAS, U. S flags should be flown at half-staff on May 15th for Peace Officers Memorial Day, in honor of all fallen officers and their families.

NOW, THEREFORE, BE IT PROCLAIMED, that Mike Moody, Mayor of the Town of South Hill, hereby designates May 11-17, 2025 as Police Week in the Town of South Hill, Virginia, and publicly salutes the service of Law Enforcement Officers in our community and in communities across the nation.

SIGNED this 12 day of May 2025, South Hill, Virginia.

BY: W. M. Moody
W. M. Moody, Mayor

ATTEST: Leanne Patrick
Leanne Patrick, Clerk of Council



434-447-3104

Service

Honor



Pride



434-955-2101

Dedication