



SOUTH HILL TOWN COUNCIL
REGULAR MEETING MINUTES
MONDAY, JULY 14, 2025, 7:00 P.M.

The regular monthly meeting of the South Hill Town Council was held on Monday, July 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
Carl Sasser, Jr.

Gavin Honeycutt
Michael Smith

Delores Luster

B. Staff in Attendance

Keli Reekes, Town Manager
Greg Geist, Chief of Police
Kristine Martin, Human Resources
Brent Morris, Business Dev. Manager

C. J. Dean, Dir. of Municipal Services
Leanne Feather, Admin. Asst./Clerk
Dahlis Morrow, Dir. of Fin. and Admin.
Jesse Bausch, Town Attorney Services

II. APPROVAL OF AGENDA

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

III. CITIZENS TO ADDRESS COUNCIL

At this time, the following citizens addressed Council:

- **Wade Crowder** expressed concerns about landscaping at the former First Citizens Bank, lighting at Parker Park's basketball courts, the broken Rotary clock, employee diversity, road conditions on Mecklenburg Avenue, the state of local cemeteries, and shared concerns over the South Hill Town Council's Rules of Procedures.

Town Manager Keli Reekes reminded Council of the newly implemented South Hill Town Council's Rules of Procedure, specifically regarding the process for citizens to address Council.

Mayor Moody added that lights have been ordered for the basketball courts at Parker Park and will be installed upon arrival. He also noted that parts for the Rotary clock repair have been ordered and installation will follow their delivery by the vendor.

IV. ADMINISTRATIVE REPORTS

A. Consent Agenda

1. Minutes

a. June 9, 2025 Regular Meeting

2. Monthly Financial Report

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

| | |
|----------------------------|-----------------|
| Petty Cash | \$750 |
| Checking Accounts | \$5,859,040.15 |
| Investments | \$30,887,727.00 |
| Restricted/Committed Funds | \$2,587,917.68 |
| Total of all Funds | \$39,335,434.83 |

A motion was made by Vice Mayor Honeycutt, second by Councilor Luster, to approve the Consent Agenda. The motion carried unanimously.

B. Items for Approval

1. Town Manager Report

a. Business Incentive Package

Following up from the June regular meeting where staff was asked to review and revise the proposed Business Incentives presented at the April Town Council Retreat, Mrs. Reekes reported that, upon further review, staff recommended no changes and suggested the incentives remain as originally presented.

Upon further discussion, Mrs. Reekes clarified that the proposed incentives are available to both new and existing businesses.

A motion was made by Vice Mayor Honeycutt, second by Councilor Sasser to adopt the Town Incentive Package as presented effective July 14, 2025. The motion passed via roll call vote as follows:

Councilor Crocker – Aye
Councilor Luster – Aye
Councilor Smith – Aye

Vice Mayor Honeycutt – Aye
Councilor Sasser – Aye

b. Resolution Authorizing Purchase of Real Property

Mrs. Reekes presented Council with a Resolution to finalize the purchase of property adjacent to the Farmers Market intended to support the future expansion of Market Square in the Capital Improvement Plan.

A motion was made by Councilor Luster, second by Councilor Sasser to adopt the Resolution of the Town Council of South Hill, Virginia Authorizing Purchase of Real Property as presented, and further authorize the Town Manager to sign all relevant documents. The motion passed via roll call vote as follows:

Councilor Crocker – Aye
Councilor Luster – Aye
Councilor Smith – Aye

Vice Mayor Honeycutt – Aye
Councilor Sasser – Aye

2. Police Department Report

a. Proclamation for National Night Out 2025

Police Chief Greg Geist requested Council approval of a proclamation declaring August 5, 2025, as National Night Out in the Town of South Hill. He noted that a celebration will be held at Parker Park on that date.

A motion was made by Vice Mayor Honeycutt, second by Councilor Luster to approve the proclamation declaring August 5, 2025 National Night Out in the Town of South Hill. The motion carried unanimously.

3. Human Resources Report

a. Updates to the Town of South Hill Employment Policy Handbook

Human Resources Manager Kristine Martin presented recommended updates to the Town of South Hill Employment Policy Handbook to ensure legal compliance, reflect best practices, and enhance clarity and consistency.

A motion was made by Councilor Crocker, second by Councilor Sasser to approve the updates and changes to the Town of South Hill Employment Policy Handbook for the effective date of July 14, 2025. The motion carried unanimously.

C. Reports to Accept as Presented

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

1. Police Report

Chief Geist submitted the monthly police report. He reported there were 488 activity incidents, 50 reportable criminal offenses, 742 calls for service, and \$12,523 in property recovered. Other miscellaneous items included 203 training hours and 63 warrants issued. Administrative news was shared.

2. Fire Department Report

Chief Michael Vaughan submitted the quarterly Fire Report. He reported the SHVFD responded to 183 alarm calls in the fourth quarter. Calls responded to in Town were 90, within the county district were 93, and involving fire were 23. Mutual aid given was 22. Automatic aid received was 36. Training included live fire, roof ventilation, and hose deployment training. Fundraising efforts included T-shirt sales, Hop’N Shop, Letter Drive Fundraiser, and the Spring Gobbler Raffle. Administrative news was shared.

3. Municipal Services Report

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

- Windsor and Franklin Streets stormwater project completed.
- Updates on obtaining utility easements.
- VDH water incident reporting updates.
- DEQ's approval of Town's ordinance that was adopted at the June 2025 regular meeting.

4. Parks, Facilities and Grounds

a. Facilities Reservation Calendar

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

- Centennial Park Dog Park water fountains are to be repaired.
- Parker Park basketball court completed and ribbon cutting planned.
- Town Hall HVAC and roof repairs nearing completion.
- Town Hall interior and exterior bid proposals in process.
- Library updates after vehicle accident on July 5, 2025.

5. Code Compliance Report

a. Report of Activity

David Hash submitted the report of activity as follows:

| | |
|-----------------------|-----------------|
| Inspections Completed | 52 |
| Permits Issued | 44 |
| Fees Collected | \$42,184.50 |
| UEZ Exemption | \$0 |
| Rehab Exemption | \$0 |
| General Exemption | \$0 |
| Work Value | \$95,834,296.55 |

New businesses included:

| | | |
|----------------------------|-------------------------|--------------------|
| Emma Gutierrez | 935 W. Atlantic Street | Flea Market Vendor |
| Rolinda Gill | 935 W. Atlantic Street | Flea Market Vendor |
| S & H Deli | 827 N. Mecklenburg Ave. | Deli |
| Myrna's Creations | 935 W. Atlantic Street | Flea Market Vendor |
| OGR | 935 W. Atlantic Street | Flea Market Vendor |
| Re-Uz-It | 935 W. Atlantic Street | Flea Market Vendor |
| Mindalign Counseling Group | 101 N. Brunswick Ave. | Outpatient Therapy |
| Lump's Look-N-Shop | 935 W. Atlantic Street | Flea Market Vendor |
| Imperfectly Planned, LLC | 116 Glenwood Circle | Online Retail |

b. 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:

- Enterprise Zone reporting for 2024 completed.
- County hotel study completed to assess demand for additional lodging.
- Continued efforts for business recruitment, including target-marketing retailers and restaurants.
- Creating new marketing materials for business recruitment efforts.

7. Human Resources Report

Kristine Martin submitted the Human Resources report on the following:

- Launched NEOGOV's Learning Management System for employee training.
- New timeclock system is live.
- Open enrollment success with 100% of employees enrolled.
- Officer Julio Alacron completed Central Virginia Criminal Justice Academy.
- Welcomed Jennifer Pamplin as Accounting Technician in the Finance Department.

A motion was made by Councilor Smith, second by Councilor Luster, to approve the reports as presented. The motion carried unanimously.

V. OTHER BUSINESS

Vice Mayor Honeycutt acknowledged the positive impact of the recent South Hill Baseball State Tournament and commended Town staff for their excellent maintenance of facilities. Mayor Moody echoed these sentiments and also expressed gratitude to first responders and volunteers for their contributions during the tournament.

Councilor Smith sought clarification on a provision within the recently adopted South Hill Town Council Rules of Procedure concerning the distribution of materials by citizens during Council meetings. The provision stipulates that any materials intended for distribution must be submitted to the Town Clerk by noon on the day of the meeting for prior review.

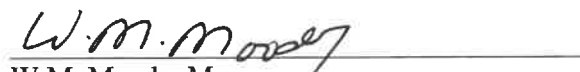
VI. ADJOURNMENT

There being no further business matters before the South Hill Town Council, Mayor Moody adjourned the meeting at 7:18 p.m.

VALIDATION

Minutes approved this 11 day of August, 2025.


Leanne Feather, Clerk of Council


W.M. Moody, Mayor



South Hill Police Department

103 S. Brunswick Avenue
South Hill, Virginia 23970

Greg Geist, Chief of Police

Proclamation for National Night Out 2025

WHEREAS, the National Association of Town Watch (NATW) is sponsoring a unique, nationwide crime, drug, and violence prevention program on August 5th, 2025 entitled "National Night Out"; and

WHEREAS, the "42nd Annual National Night Out" provides a unique opportunity for the Town of South Hill to join forces with thousands of other communities across the country in promoting cooperative, police-community crime prevention efforts; and

WHEREAS, the South Hill Police Department plays a vital role in assisting the local police departments through joint crime, drug, and violence prevention efforts in the Town of South Hill and is supporting "National Night Out 2025" locally; and

WHEREAS, it is essential that all citizens of the Town of South Hill be aware of the importance of crime prevention programs and the impact that their participation can have on reducing crime, drugs, and violence in the Town of South Hill; and

WHEREAS, police-community partnerships, neighborhood safety, awareness, and cooperation are important themes of the "National Night Out" program;

NOW, THEREFORE, I, MAYOR W. M. "MIKE" MOODY, do hereby call upon all citizens of the Town of South Hill to join the South Hill Police Department, and the National Association of Town Watch in supporting the "42nd Annual Night Out" on August 5th, 2025.

FURTHER, LET IT BE RESOLVED THAT I, MAYOR W. M. "MIKE" MOODY, do hereby proclaim Tuesday, August 5th, 2025 as "National Night Out" in the Town of South Hill. I have hereunto set my hand this 14th day of July in the year of Two Thousand Twenty-Five.

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

ATTEST: Leanne Feather
Leanne Feather, Town Clerk

**RESOLUTION OF THE TOWN COUNCIL OF SOUTH HILL, VIRGINIA
AUTHORIZING PURCHASE OF REAL PROPERTY
(PRN #25193 – CORNER OF SOUTH HILL AVE. AND E. VIRGINIA STREET)**

WHEREAS, the Town Council (the “**Council**”) of the Town of South Hill, Virginia (the “**Town**”) has determined that it is in the best interests of the Council and the citizens of the Town to purchase certain real property located in the Town, known as Parcel Record Number 25193 and located at the corner of South Hill Avenue and East Virginia Street (the “**Property**”), owned by SBW-VA LLC (the “**Seller**”); and

WHEREAS, the owner of the Property has agreed to sell it to the Council for the sum of \$50,000 (the “**Purchase Price**”), and the Council desires to purchase the Property for the Purchase Price; and

WHEREAS, the Town Manager has been presented with a Commercial Purchase Agreement by the owner of the Property proposing that the Town purchase the Property for the Purchase Price (the “**Contract**”), a copy of said Contract has been presented to, and reviewed by, the Council;

NOW, THEREFORE, BE IT RESOLVED, that the Council hereby finds and determines that it is in the best interests of the Council and the citizens of the Town for the Town to purchase the Property for the Purchase Price and the Council hereby ratifies and approves the Contract;

BE IT FURTHER RESOLVED, that the Council hereby authorizes and directs the Town Manager and the Mayor of the Town, acting alone or together, to take such actions as are necessary and/or expedient in their sole discretion to purchase the Property, including without limitation, the delivery of the Purchase Price to the seller of the Property, the acceptance and recordation of deeds to the Property, the undertaking of title insurance, environmental assessments and surveys related to the Property, and the execution and delivery of a settlement statement and such other documents as either deems necessary to implement the purposes and intents of this resolution;

BE IT FURTHER RESOLVED, that all actions taken in furtherance of the acquisition of the Property prior to the date of adoption of this Resolution are hereby ratified and confirmed.

Adopted this 14th day of JULY, 2025.

ADOPTED at a regular meeting of Council this 14th day of July, 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 foregoing is an accurate account of the vote taken at a duly convened meeting of Town Council for the Town of South Hill, Virginia, on the 14th day of July, 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. "Mike" Moody, Mayor

ATTEST:

Leanne Feather
Leanne Feather, Town Clerk