



**SOUTH HILL TOWN COUNCIL  
REGULAR MEETING AGENDA  
MONDAY, MARCH 10, 2025, 7:00 PM**

Temporary Location: 111 E. Danville Street ~ South Hill, VA 23970

Phone: (434) 447-3191 ~ Fax: (434) 447-5064

<https://www.southhillva.org/> ~ [southhill@southhillva.org](mailto:southhill@southhillva.org)

Note: This meeting will be held in person and will **not** be livestreamed.

- ☒ Please remember sign ups for Citizens to Address Council are required before meeting begins. Sign up sheets are located on the table outside the front Council doors. Speakers are asked to use the aisle microphone.
- ☒ Please silence all cell phones while Council is in session.

- I. Opening
  - A. Welcome, Invocation, and Pledge of Allegiance
  - B. Call to Order
  - C. Roll Call
- II. Approval of Agenda – March 10, 2025
- III. Citizens to Address Council *Comments are limited to three minutes (five minutes if on behalf of a group).*
  - A. Beth Farrar Lett
- IV. Public Hearings *Comments are limited to three minutes (five minutes if on behalf of a group).*
  - A. Rezoning Case #2025-4 – David Hash
  - B. Rezoning Case #2025-5 – David Hash
  - C. Regional Industrial Facility Authority – Keli Reekes
- V. Administrative Reports
  - A. Consent Agenda *All consent agenda items are considered routine by Town Council and will be acted upon by one motion (move to approve the consent agenda). There will be no separate discussion of these items unless a Council member requests an item be removed or considered separately.*
    - 1. Minutes
      - a. February 10, 2025 Regular Meeting
      - b. February 18, 2025 Special Meeting
    - 2. Monthly Financial Report
  - B. Items for Approval *Items for approval are individual items to be considered by Town Council and to be acted upon by individual motions. There will be separate discussion of these items.*
    - 1. Town Manager Report
      - a. Police Department Renovations
      - b. Town Hall Update
    - 2. Director of Municipal Services Report
      - a. IFB 2025-01: Asphalt Overlay and Traffic Marking Bids
  - C. Reports to Accept as Presented *All reports are considered informational to Town Council and require no action (move to accept the reports as presented). There will be no separate discussion of these items unless a Council member requests an item be removed for discussion separately.*
    - 1. Town Manager Report
      - a. Facilities Reservation Calendar
    - 2. Police Report
    - 3. Municipal Services Report

4. Parks, Facilities, and Grounds Report
5. Code Compliance Report
  - a. Monthly Report
  - b. Dilapidated Properties
6. Business Development Report
7. Human Resources Report

VI. Other Business

VII. Adjournment

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This agenda is subject to change at the discretion of the South Hill Town Council.

CURRENT OFFICIALS

Council Members

The Honorable Mike Moody, Mayor  
Lillie Feggins-Boone  
Jenifer Freeman-Hite  
Delores Luster  
Michael Smith

Gavin Honeycutt, Vice Mayor  
Randy Crocker  
Ashley C. Hardee  
Carl L. Sasser, Jr.

Staff

Keli Reekes, Town Manager  
Leanne Patrick, Clerk of Council  
Sands Anderson PC, Town Attorney Services

To assist us in providing dissemination of materials, presenters are requested to submit 12 copies of their remarks and/or handouts to the Clerk prior to meetings. These copies will be provided to Town Council members and staff.
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**South Hill**

# Town of South Hill

Incorporated 1901

ADMINISTRATION

CODE COMPLIANCE  
OFFICIAL

PUBLIC WORKS

(434) 447-3191

## Public Hearing

The Town Council of the Town of South Hill will hold a public hearing on Monday, March 10, 2025 at 7:00 p.m. in the Town Hall, 111 E. Danville Street South Hill, Virginia to consider the following:

### Rezoning Case #2025-4

The property to be rezoned is located on the corner of Pace Dr. and N. Mecklenburg Avenue. This property has a frontage of 133 feet +/- and a depth of 320 feet +/- . The property is shown as tax parcel number 26381.

It is requested that the property be rezoned from General Commercial District C-2 to General Dwelling District R2-16. The property to be rezoned is currently owned by Premier Developers, LLC. The request is being made by Frankie Howerton, Jr.

Interested persons may appear at such time and place and present their views whether orally or in writing or submit written comments prior to the hearing. The Town Council may set time limits on speakers and other rules and procedures for the conduct of this public hearing. Any persons with disabilities are urged to contact the Town Clerk's Office at 434-447-3191 prior to the public hearing to arrange for any necessary accommodations. For additional information, please contact the Code Compliance Official's Office at 434-447-5041, or in person at 111 E. Danville Street, South Hill, VA 23970

All interested parties should be present.

David Hash  
Code Compliance Official

**South Hill Planning Commission recommends approval.**

# Mecklenburg County GIS



2/10/2025, 11:21:50 AM

- 911 Address Point
- Tax Parcels
- Town Boundary

1:1,128  
0 0.01 0.01 0.03 mi  
0 0.01 0.02 0.04 km



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**South Hill**

# Town of South Hill

Incorporated 1901

ADMINISTRATION

CODE COMPLIANCE  
OFFICIAL

PUBLIC WORKS

(434) 447-3191

## Public Hearing

The Town Council of the Town of South Hill will hold a public hearing on Monday, March 10, 2025 at 7:00 p.m. in the Town Hall, 111 E. Danville Street South Hill, Virginia to consider the following:

### Rezoning Case #2025-5

The property to be rezoned is located on Plank Road between Rideout Lane and Snowbird Road. This property has a frontage of 1249 feet +/- and a depth of 2588 feet +/- . The property is shown as tax parcel number 39641.

It is requested that the property be rezoned from Transitional Suburban Residential District R1-40 to Single-family Residential District R1-10. The property to be rezoned is currently owned by T & K Property Investments, LLC. The request is being made by Dennis Tatum – T & K Property Investments, LLC.

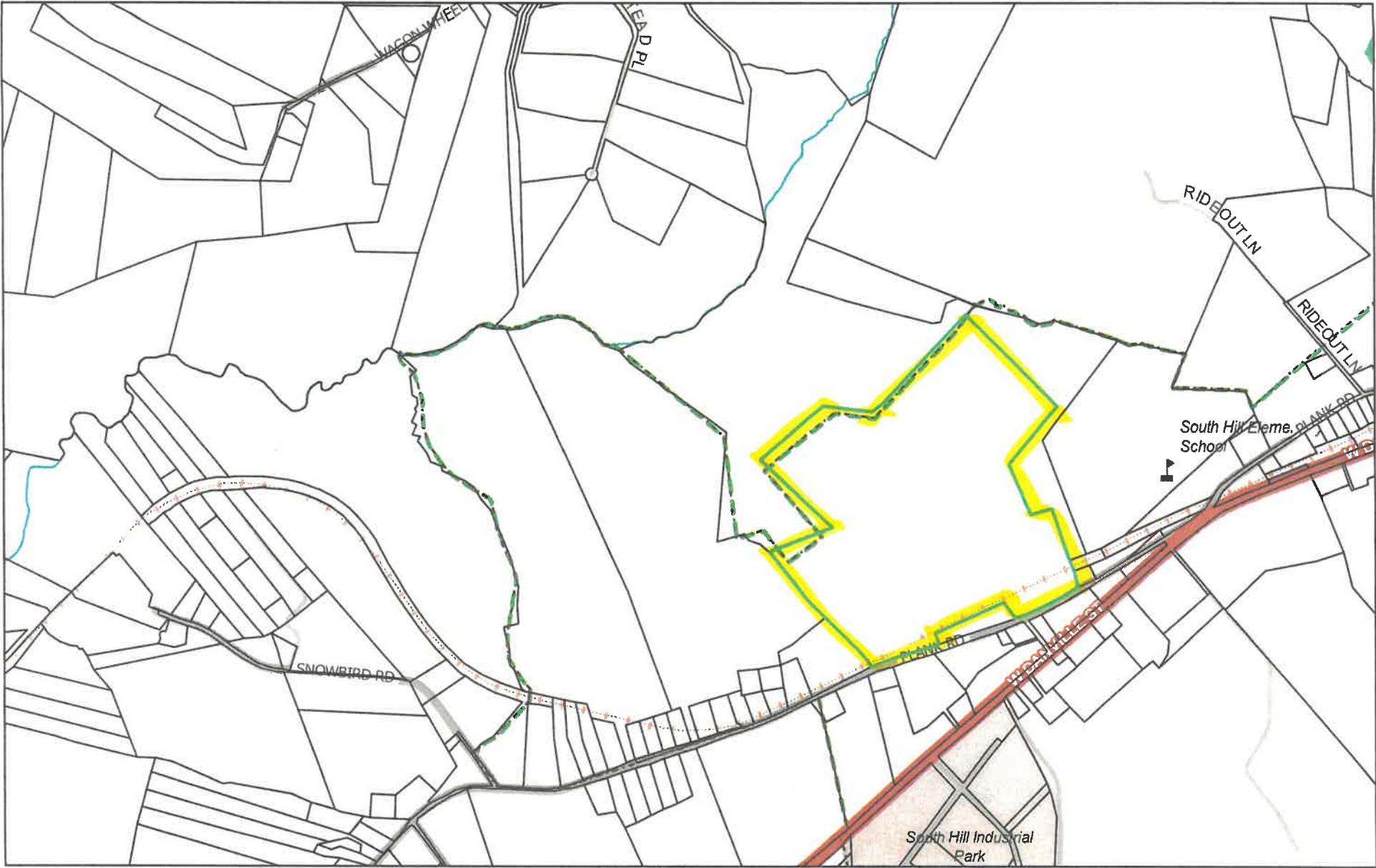
Interested persons may appear at such time and place and present their views whether orally or in writing or submit written comments prior to the hearing. The Town Council may set time limits on speakers and other rules and procedures for the conduct of this public hearing. Any persons with disabilities are urged to contact the Town Clerk's Office at 434-447-3191 prior to the public hearing to arrange for any necessary accommodations. For additional information, please contact the Code Compliance Official's Office at 434-447-5041, or in person at 111 E. Danville Street, South Hill, VA 23970

All interested parties should be present.



David Hash  
Code Compliance Official

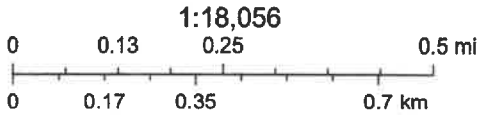
**South Hill Planning Commission recommends approval.**

# Mecklenburg County GIS



2/18/2025, 8:21:16 AM

-  Town Boundary
-  Tax Parcels





## **PUBLIC HEARING**

### **Regional Industrial Facilities Authority**

A Notice of Public Hearing was published in the February 19, 2025 and February 26, 2025 editions of The News-Progress to inform interested parties that Council will hear comments on the creation of the Route 58 Activation Regional Industrial Facilities Authority (RIFA).

As background, and per the Town's Comprehensive Plan, Town and County staff, in collaboration with the South Hill Industrial Development Authority, have worked diligently to identify a new site for an industrial park. In an effort to allow the development of economic development projects on a regional and cooperative basis serving the citizens of the Town of South Hill, staff has worked closely with Mecklenburg County and legal counsel in the development of the Route 58 Activation RIFA to include the approval of the Member Locality Participation Agreement.

Open Public Hearing

Close Public Hearing

#### **Recommended Motion**

I move to adopt an ordinance to create the Route 58 Activation Regional Industrial Facilities Authority ("RIFA") with Mecklenburg County.

**TOWN COUNCIL OF THE TOWN OF SOUTH HILL, VIRGINIA**

**AN ORDINANCE TO APPROVE THE CREATION OF THE  
ROUTE 58 ACTIVATION REGIONAL INDUSTRIAL FACILITY AUTHORITY**

**WHEREAS**, pursuant to the Virginia Regional Industrial Facilities Act, Chapter 64 of Title 15.2 of the Code of Virginia of 1950, as amended (the “Act”), the Town Council of the Town of South Hill, Virginia (the “Town Council”) has determined that the creation of the Route 58 Activation Regional Industrial Facility Authority will allow the development of economic development projects on a regional and cooperative basis serving the citizens of the Town of South Hill, Virginia (the “Town”);

**WHEREAS**, the Town Council held a duly advertised public hearing on this matter on March 10, 2025;

**NOW, THEREFORE, BE IT ORDAINED** by the Town Council of the Town of South Hill, Virginia, pursuant to the Act, that:

1. Town Council hereby finds that the economic growth and development of the Town and the comfort, convenience and welfare of its citizens require the development of facilities, and that joint action through a regional industrial facility authority by the Town and Mecklenburg County, Virginia (the “County”) and any other localities which may in the future become members of the regional industrial facility authority approved in this Ordinance, will facilitate development of the needed facilities.
2. There is hereby created the Route 58 Activation Regional Industrial Facility Authority (“RIFA”), provided:
  - a. That this Ordinance shall become effective upon adoption of a similar Ordinance by the County; and
  - b. That this Ordinance shall become effective no later than December 31, 2025, or it shall be considered void; and
  - c. That the Ordinance adopted by the County shall contain provisions regarding the RIFA identical to the provisions as stated in this Ordinance (except that the names and titles of the applicable local officials and local governing body may be substituted); and
  - d. That should any section or provision of this Ordinance be decided to be invalid or unconstitutional by a court of competent jurisdiction, such decision shall not affect



the validity or constitutionality of any other section or provision of this Ordinance;  
and

3. The initial Member Localities of the RIFA shall be the County and the Town.
4. The Mayor and the Town Manager, either of whom may act alone, are authorized to execute the Route 58 Activation Regional Industrial Facility Authority Member Locality Participation Agreement (“Agreement”), in substantially the form as presented to Town Council at this meeting, establishing the respective rights and obligations of the Member Localities with respect to the RIFA.
5. The Town Clerk is directed to file this Ordinance with the Secretary of the Commonwealth.
6. The RIFA shall be governed by the Act, this Ordinance, and by the Agreement executed on behalf of each Member Locality.

**ADOPTED** at a regular meeting of Town Council this 10<sup>th</sup> day of March, 2025, the roll call vote being as follows:

	VOTING AYE	VOTING NAY	ABSENT
Lillie Feggins-Boone	_____	_____	_____
Randy Crocker	_____	_____	_____
Jennifer Freeman- Hite	_____	_____	_____
Ashley Hardee	_____	_____	_____
Gavin Honeycutt	_____	_____	_____
Delores Luster	_____	_____	_____
Carl J. Sasser, Jr.	_____	_____	_____
Michael Smith	_____	_____	_____

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 10th day of March, 2025, at which meeting a quorum was present at the time the meeting was convened and at the time said vote was taken.

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

ATTEST:

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Leanne Patrick, Clerk of Council

Administrative Reports  
Town Council Meeting  
March 10, 2025

A. Consent Agenda

B. Items for Approval

C. Reports to Accept as Presented

Consent Agenda  
Town Council Meeting  
February 10, 2025

1. Minutes
  - a. February 10, 2025 Regular Meeting
  - b. February 18, 2025 Special Meeting
2. Monthly Financial Report



**SOUTH HILL TOWN COUNCIL  
REGULAR MEETING MINUTES  
MONDAY, FEBRUARY 10, 2025, 7:00 P.M.**

The regular monthly meeting of the South Hill Town Council was held on Monday, February 10, 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 Interim Clerk of Council Kristine Martin to call the roll, which was as follows:

**A. Council Members**

Lillie Feggins-Boone  
Delores Luster

Jenifer Freeman-Hite  
Carl L. Sasser, Jr.

Gavin Honeycutt  
Michael Smith

**B. Staff in Attendance**

Keli Reekes, Town Manager  
Kristine Martin, HR Manager/Interim Clerk  
Leanne Patrick, Administrative Asst.  
Jesse Bausch, Town Attorney Services

Greg Geist, Police Chief  
David Hash, Code Compliance Official  
Dahlis Morrow, Dir. of Fin. & Admin.

**II. APPROVAL OF AGENDA**

A motion was made by Vice Mayor Honeycutt, second by Councilor Luster, to approve the agenda for February 10, 2025, including the addition of the Nicks Lane Area Housing Rehabilitation Board appointment. The motion carried unanimously.

**III. ANNOUNCEMENT OF CANDIDATES TO FILL WARD 2 VACANCY**

Mayor Moody presented Randy Crocker for consideration of appointment to fill the Ward 2 vacancy. Mr. Crocker was the only candidate who submitted a resume for consideration by the February 3, 2025 deadline. The General Registrar has confirmed the candidate is a registered voter in Ward 2. Council was given the candidate's resume to review.

The candidate was present and expressed verbal interest to fill the vacancy. The candidate also welcomed questions and comments from Council. Vice Mayor Honeycutt expressed pleasure in the candidate's interest in filling the vacancy.

A Special Meeting will be advertised and held on Tuesday, February 18, 2025 at 6:00 p.m. to make the interim appointment. The interim appointment expires on December 31, 2025. The seat will be up for election at the next general election on November 4, 2025 to fill the remainder of the term.

#### IV. CITIZENS TO ADDRESS COUNCIL

At this point in the meeting, the following citizen addressed Council:

- **Wade Crowder-** Expressed concerns over subpoenas issued by a Council member and the dog park.

#### V. PUBLIC HEARINGS

##### A. Rezoning Case #2025-2

David Hash informed Council that a Notice of Public Hearing was published which asked for comments regarding Rezoning Case #2025-2, a request by Antonia Rogers to rezone the property located on the corner of Cook Lane and E. Virginia Street from Central Business District C3 to General Residential District R2-16. The property is currently owned by Stepping Stones Properties, LLC.

Mr. Hash opened the Public Hearing:

- Jamethro Rogers provided clarification on the intended development of the property.

Mr. Hash closed the Public Hearing.

**A motion was made by Vice Mayor Honeycutt, second by Councilor Feggins-Boone** to approve Rezoning Case #2025-2 to rezone the property located on the corner of Cook Lane and E. Virginia Street from Central Business District C3 to General Residential District R2-16. The motion carried unanimously.

#### VI. ADMINISTRATIVE REPORTS

##### A. Consent Agenda

###### 1. Minutes

###### a. January 13, 2025 Regular Meeting

###### 2. Monthly Financial Report

Dahlis Morrow submitted the financial report as follows:

General Fund	- \$ 11,625,451.13	Total Investment Accounts	- \$27,391,155.19
Water and Sewer Fund	- \$ 51,452.70	Total Police Dept. Savings	- \$ 48,639.59
Cemetery Fund	- \$ 19,771.45	Del. Taxes Due Thru 01/31/2025	- \$ 646,061.51
Total in Checking	- \$ 11,696,675.28	(Real Estate and Personal Property)	

**A motion was made by Councilor Feggins-Boone, second by Councilor Luster,** to approve the Consent Agenda. The motion carried unanimously.

##### B. Items for Approval

###### 1. Town Manager Report

**a. Schedule Public Hearing – Regional Industrial Facility Authority**

Keli Reekes informed Council that, as outlined in the Town's Comprehensive Plan, Town staff, in collaboration with County staff and the South Hill Industrial Development Authority, have been working to identify a new site for an industrial park. Staff worked with Mecklenburg County and legal counsel in the development of the Route 58 Activation Regional Industrial Facility Authority (RIFA) to include the approval of the Member Locality Participation Agreement.

**A motion was made by Councilor Smith, second by Councilor Luster** to hold a public hearing on March 10, 2025 to approve the creation of the Route 58 Activation Regional Industrial Facility Authority. The motion carried unanimously.

**b. Ratify Petition for Special Election**

Mrs. Reekes informed Council that a special election will be held on November 4, 2025 to fill the remainder of term of the Town Council seat vacated when Councilor Mike Moody assumed the role as Mayor on January 1, 2025. The term of the vacated Town Council seat will expire December 31, 2026. The Town Attorney filed the petition for the special election with the Circuit Court Clerk as per Code of Virginia.

**A motion was made by Councilor Feggins-Boone, second by Councilor Luster** to ratify and approve the petition filed by the Town Attorney for the special election. The motion carried unanimously.

**c. South Hill Volunteer Fire Department – Request for Street Closure**

Mrs. Reekes informed Council that the South Hill Volunteer Fire Department (SHVFD) is requesting a street closure from the stoplight at Atlantic Street to Main Street on Sunday, March 23, 2025 beginning 8:00 a.m. to 12:00 p.m. to conduct downtown Aerial Operations.

**A motion was made by Councilor Freeman-Hite, second by Vice Mayor Honeycutt** to approve the South Hill Volunteer Fire Department's street closure request on Sunday, March 23, 2025 from 8:00 a.m. until 12:00 p.m.. The motion carried unanimously.

**d. Town Hall Update**

Mrs. Reekes provided an update on the mold remediation efforts in Town Hall, stating that the project remains on schedule. The mold remediation process is halfway to completion. Air quality testing has been done and Mrs. Reekes is anticipating a report of the results this week.

Regarding the restoration project of Town Hall, work cannot begin on the restoration of the building until the mold remediation project is completed. The mold remediation is projected to be completed by the end of March 2025. The projected timeline for the restoration project is six to nine months.

Upon additional discussion, Councilor Smith inquired about livestreaming capabilities for future Town Council meetings at the temporary location. Mrs. Reekes stated that the audio-visual equipment necessary to livestream meetings is costly and recommended that the Town not make the investment in the equipment at the temporary location. Mrs. Reekes further stated that if Council wished to move forward with the temporary equipment, staff would certainly proceed with installation.



## **C. Reports to Accept as Presented**

For efficiency, the following reports for January 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.

### **2. Police Report**

Chief Geist submitted the monthly police report. He reported there were 251 activity incidents, 30 reportable criminal offenses, 1,218 calls for service, and \$140,850 in property recovered. Other miscellaneous items included 138 training hours and 34 warrants issued. Administrative news was shared.

### **3. South Hill Volunteer Fire Department (SHVFD) Report**

Chief Michael Vaughan submitted the Fire Report. He reported the SHVFD responded to 233 total alarms from October 2024 through December 2024. Calls responded to in Town were 122, within the county district were 107, and involving fire were 30. Mutual aid given was 34, and automatic aid received was 61. Training included Vehicle Extraction, Apparatus, Vehicle Shoring, and FFI. Fundraising efforts included a Brunswick Stew on November 9, and continual sales of Engine 71 t-shirts and Henry raffle tickets. Administrative news was shared.

### **4. Municipal Services Report**

C.J. Dean submitted the municipal services report on the following:

- Lead and Copper Inventory
- Waterline Installation
- Winter Weather Events
- Stormwater Project Easement Agreements

### **5. Code Compliance Report**

#### **a. Report of Activity**

David Hash submitted the report of activity as follows:

Inspections Completed	-	45
Permits Issued	-	24
Fees Collected	-	\$ 24,936.63
UEZ Exemption	-	\$ 0
Rehab Exemption	-	\$ 0
General Exemption	-	\$ 0
Work Value	-	\$ 5,293,615.00

New businesses included:

- Single Output – 935 W. Atlantic Ave. (Retail)
- Pomp Boys Motors – 200 W. Danville St. (Automotive Dealership and Repairs)
- Marino's Pizza (New Owners) – 202 E. Atlantic St. (Quick Service Food)
- Deacon Jones Honda of South Hill – 1121 E. Atlantic St. (Automobile Dealership)
- Deacon Jones CDJR of South Hill – 1123 E. Atlantic St. (Automobile Dealership)
- South Hill Submission Grappling – 110 W. Danville St. (Jiu Jitsu School)

**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:

- New Industrial Park Development
- Strategies for recruiting new businesses, including restaurants and lodging
- Continued efforts to address the need for housing development

**7. Human Resources Report**

Kristine Martin submitted the human resources report on the following:

**a. HR Accomplishments Updates**

- Managers and Supervisors have started the 2024 evaluation process.

**b. Employment News**

- Josh Spence, Water & Sewer Crew Supervisor, has dedicated 15 years of employment to the Town.
- Leanne Patrick, Administrative Assistant, began employment effective February 10, 2025.

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

**VII. APPOINTMENTS**

**A. Clerk of Council**

**A motion was made by Vice Mayor Honeycutt, second by Councilor Feggins-Boone, to appoint Leanne Patrick, Administrative Assistant, as Clerk of Council. The motion carried unanimously.**

**B. Nicks Lane Area Housing Rehabilitation Board**

A motion was made by Councilor Freeman-Hite, second by Councilor Luster, to appoint Dahlis Morrow, Director of Finance and Administration, to the Nicks Lane Area Housing Rehabilitation Board. The motion carried unanimously.

**VIII. ADJOURNMENT**

There being no further business matters before the South Hill Town Council, Mayor Moody adjourned the meeting at 7:27 p.m.

**VALIDATION**

Minutes approved this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.

\_\_\_\_\_  
Leanne Patrick, Clerk of Council

\_\_\_\_\_  
W.M. Moody, Mayor



## SOUTH HILL TOWN COUNCIL

### SPECIAL MEETING MINUTES

**TUESDAY, FEBRUARY 18, 2025, 6:00 P.M.**

A special meeting of the South Hill Town Council was held on Tuesday, February 18, 2025 at 6:00 p.m. at the temporary Council Chambers of the South Hill Town Hall located at 111 E. Danville Street, South Hill, Virginia 23970. The meeting was held to discuss the appointment to fill the Ward 2 vacancy.

#### **1. CALL TO ORDER**

The Honorable Mayor Mike Moody called the special meeting to order at 6:00 p.m.

#### **2. ROLL CALL**

Mayor Moody called upon Clerk Leanne Patrick to call the roll, which was as follows:

##### **A. Council Members**

Lillie Feggins-Boone  
Gavin Honeycutt

Jenifer Freeman-Hite  
Carl L. Sasser, Jr.

Ashley Hardee  
Michael Smith

Councilor Luster was absent from the meeting.

#### **3. APPROVAL OF AGENDA**

**A motion was made by Vice Mayor Honeycutt, second by Councilor Hardee,** to amend the agenda to convene in Closed Session to discuss the following matters as permitted by Virginia Code § 2.2-3711: A(7) Legal, consultation with legal counsel pertaining to actual or probable litigation (employment matter). The motion carried unanimously.

#### **4. APPOINTMENT TO FILL WARD 2 VACANCY**

**A motion was made by Vice Mayor Honeycutt, second by Councilor Hardee,** to appoint Randy Crocker to fill the Ward 2 vacancy created when Mike Moody was elected as Mayor. The motion carried unanimously.

#### **5. CLOSED SESSION**

##### **Pursuant to Virginia Code § 2.2-3711 A(7)**

Pursuant to Virginia Code § 2.2-3711 A(7) Legal, and on **motion of Councilor Feggins-Boone and second of Vice Mayor Honeycutt**, the South Hill Town Council entered into Closed Session to discuss the following matters as permitted by Virginia Code § 2.2-3711: A(7) Legal, consultation with legal counsel pertaining to actual or probable litigation (employment matter). The motion carried unanimously. The Mayor announced publicly in the meeting that the South Hill Town Council was now in Closed Session.

In addition to the Mayor and Town Council members, Town Manager Keli Reekes and newly-appointed Councilor Randy Crocker were present during Closed Session. Attorney John Conrad, legal

counsel assigned by Virginia Shared Risk Association, was present via conference call during the Closed Session.

## **6. OPEN SESSION**

A motion was made by Councilor Feggins-Boone, second by Councilor Smith, that the Closed Session be adjourned and that the South Hill Town Council reconvene its meeting in **Open Session**. The motion carried unanimously. The South Hill Town Council reconvened in Open Session.

### **RESOLUTION CERTIFYING CLOSED SESSION**

A motion was made by Councilor Feggins-Boone, second by Councilor Smith, that the minutes of this meeting reflect that no formal action was taken in the Closed Session and further moved that a Resolution Certifying the Closed Session be adopted and reflected in the minutes of this meeting as follows:

**WHEREAS**, the South Hill Town Council convened in Closed Session on this date by an affirmative recorded vote and in accordance with the provisions of the Virginia Freedom of Information Act:

**NOW THEREFORE, BE IT RESOLVED**, that the South Hill Town Council does hereby certify that to the best of each member's knowledge, (1) only public business matters lawfully exempted from open meeting requirements under the Freedom of Information Act were discussed in the Closed Session to which this certification applies, and (2) only such public business matters as were identified in the motions by which the said Closed Session was convened were heard, discussed, or considered by the South Hill Town Council. The motion passed via **roll call vote** as follows:

Councilor Feggins-Boone-Aye	Councilor Freeman-Hite-Aye
Councilor Hardee-Aye	Vice Mayor Honeycutt-No
Councilor Sasser-Aye	Councilor Smith-Aye

Vice Mayor Honeycutt raised concerns regarding a discussion introduced by Mr. Conrad during Closed Session, which he felt was unrelated to the employment matter that prompted the Council to enter Closed Session.

There was no action taken in Open Session on the consultation with legal counsel pertaining to actual or probable litigation (employment matter).

## **7. ADJOURNMENT**

There being no further business matters before the South Hill Town Council, Mayor Moody adjourned the special meeting at 7:06 p.m.

### **VALIDATION**

Minutes approved this \_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.

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Leanne Patrick, Clerk of Council

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W.M. Moody, Mayor

**TOWN OF SOUTH HILL  
FINANCE REPORT  
CASH AND INVESTMENTS**

Prepared: March 5, 2025

<b>For Month Ended February 28, 2025</b>	<b>Previous Month Bal.</b>	<b>Change</b>	<b>New Balance</b>	<b>Interest and Gain/(Loss)</b>	<b>Ending Balance</b>
General Fund	\$ 11,625,451.13	\$ (2,713,114.72)	\$ 8,912,336.41	\$ 3,259.40	\$ 8,915,595.81
Water & Sewer Fund	\$ 51,452.70	\$ 13,109.46	\$ 64,562.16	\$ -	\$ 64,562.16
Cemetery Fund	\$ 19,771.45	\$ 800.00	\$ 20,571.45	\$ -	\$ 20,571.45
Nick's Lane	\$ -	\$ 20,567.32	\$ 20,567.32	\$ -	\$ 20,567.32
Total Checking	\$ 11,696,675.28	\$ (2,678,637.94)	\$ 9,018,037.34	\$ 3,259.40	\$ 9,021,296.74
Investments:					
Local Government Investment Pool	\$ -	\$ 3,000,000.00	\$ 3,000,000.00	\$ 6,971.48	\$ 3,006,971.48
VIP Stable NAV Liquidity Pool	\$ 8,141,911.15		\$ 8,141,911.15	\$ 28,088.61	\$ 8,169,999.76
VIP 1-3 Year High Quality Bond Fund	\$ 10,555,964.37	\$ (983.28)	\$ 10,554,981.09	\$ 75,699.30	\$ 10,630,680.39
***First Citizens Investment	\$ 8,693,279.67	\$ 18,763.48	\$ 8,712,043.15	\$ 13,169.24	\$ 8,725,212.39
Total Investments	\$ 27,391,155.19	\$ 3,017,780.20	\$ 30,408,935.39	\$ 123,928.63	\$ 30,532,864.02
Police Federal Forfeiture/Seizure Account	\$ 26,108.69		\$ 26,108.69	\$ 2.00	\$ 26,110.69
Police State Forfeiture/Seizure Account	\$ 7,875.69		\$ 7,875.69	\$ 24.33	\$ 7,900.02
Police Petty Cash Account	\$ 14,655.59	\$ (15.98)	\$ 14,639.61		\$ 14,639.61
Total Police Accounts	\$ 48,639.97	\$ (15.98)	\$ 48,623.99	\$ 26.33	\$ 48,650.32

\*\*\*Balance as of Jan 25, Feb 25 statement not available

Total Taxes Due Through 2/28/2025 (all years) \$ 591,183.73

*Real Estate and Personal Property*

# INCOME/EXPENSE REPORT

## FEBRUARY 2025

Account Id	Account Description	Prior Period	Budget	YTD	Balance
10-2-1011-0401	CURRENT TAXES - REAL	2,027,003.45	2,000,000.00	2,365,458.43	365,458.43
10-2-1011-0402	DELINQUENT TAXES-REAL	2,369.06	10,000.00	18,506.10	8,506.10
10-2-1012-0401	CURRENT TAXES - PUB SER REAL	65,103.52	65,000.00	65,025.57	25.57
10-2-1012-0404	CURRENT TAXES - PUB SER PERS	0	900.00	0	-900.00
10-2-1013-0403	CURRENT TAXES-P/P,M/H,M/T	881,916.99	880,000.00	1,447,317.74	567,317.74
10-2-1013-0404	PPTRA REIMBURSEMENT	113,068.11	113,068.00	113,068.11	0.11
10-2-1016-0410	PENALTIES - ALL PROP.TAXES	7,838.15	20,000.00	13,291.92	-6,708.08
10-2-1016-0411	INTEREST - ALL PROP. TAXES	19,338.01	25,000.00	21,275.53	-3,724.47
10-2-1022-0411	COMMUNICATIONS SALES TAX	78,039.81	125,000.00	78,102.91	-46,897.09
10-2-1022-0412	CONSUM.UTILITY TAX-ELECT.	107,933.73	158,000.00	87,530.23	-70,469.77
10-2-1022-0414	CONSUM.UTILITY TAX-GAS	21,896.88	35,000.00	38,542.41	3,542.41
10-2-1022-0415	FRANCHISE TAX	0	0.00	760.31	760.31
10-2-1022-0416	MEALS TAX	1,836,652.30	2,500,000.00	1,922,917.31	-577,082.69
10-2-1022-0417	LODGING TAX	635,978.00	860,000.00	716,007.43	-143,992.57
10-2-1022-0418	CIGARETTE TAX	117,450.00	200,000.00	101,970.00	-98,030.00
10-2-1023-0415	BUSINESS LICENSE	595,990.74	1,100,000.00	473,091.17	-626,908.83
10-2-1023-0416	PENALTIES - BUSINESS LICENSE	3.00	4,000.00	329.07	-3,670.93
10-2-1024-0425	LEVEL 3 LICENSE FEE	0	6,600.00	0	-6,600.00
10-2-1025-0421	MOTOR VEHICLE LICENSE FEES	38,272.27	45,000.00	38,364.76	-6,635.24
10-2-1026-0422	BANK STOCK TAXES	0	240,000.00	0	-240,000.00
10-2-1027-0423	PENALTIES - OTHER LOCAL TAX	10,874.62	10,000.00	11,897.14	1,897.14
10-2-1027-0424	INTEREST - OTHER LOCAL TAX	469.53	500.00	407.87	-92.13
10-2-1033-0435	BUILDING PERMITS	136,383.04	175,000.00	54,520.27	-120,479.73
10-2-1041-0436	COURT FINES/FORFEITURES	49,882.76	45,000.00	48,827.02	3,827.02
10-2-1041-0437	PARKING FINES	500.00	150.00	10.00	-140.00
10-2-1041-0438	EVENT PERMIT APPLICATION FEES	100.00	500.00	400.00	-100.00
10-2-1051-0437	INVESTMENT GAINS (LOSSES)	-324,068.31	0.00	58,806.01	58,806.01
10-2-1051-0439	INTEREST ON DEPOSITS	636,584.57	150,000.00	489,726.05	339,726.05



# INCOME/EXPENSE REPORT

## FEBRUARY 2025

Account Id	Account Description	Prior Period	Budget	YTD	Balance
10-2-1051-0440	INCOME AND OTHER	0	0.00	10,344.60	10,344.60
10-2-1052-0444	RAILROAD LEASES	0	500.00	0	-500.00
10-2-1060-0444	MECKLENBURG CO.TIPPING FEE	156,384.46	115,000.00	121,154.18	6,154.18
10-2-1060-0445	WASTE COLL & DISP FEES	364,475.61	530,000.00	307,205.60	-222,794.40
10-2-1060-0446	MOWING & BRUSH COLLECTION FEES	150.00	1,000.00	700.00	-300.00
10-2-1060-0447	WASTE COLLECTIONS PENALTY	13,137.08	10,000.00	10,155.32	155.32
10-2-1068-0458	CHARGES FOR COPIES	1,015.00	500.00	841.34	341.34
10-2-1068-0459	AT&T/VERIZON TANK RENTAL	37,149.38	60,400.00	40,547.86	-19,852.14
10-2-1068-0460	PARKER PARK INCOME	0	6,500.00	100.00	-6,400.00
10-2-1068-0461	ZONING & SUBDIVISION FEES	7,756.00	10,000.00	6,300.00	-3,700.00
10-2-1068-0462	CENTENNIAL AMPHITHEATER INCOME	250.00	0.00	500.00	500.00
10-2-1068-0463	MISCELLANEOUS REVENUES	107,041.46	10,000.00	6,195.45	-3,804.55
10-2-1068-0464	EXPENSES-REIMBURSED	88,559.54	2,500.00	84.15	-2,415.85
10-2-1068-0471	MISC REVENUE - SALE OF PROPERTY	6,417.18	22,000.00	545,716.00	523,716.00
10-2-1068-0473	MISC REVENUE - DMV STOPS	2,710.63	5,000.00	520.00	-4,480.00
10-2-1068-0476	ECONOMIC INCENTIVES	91,605.60	225,000.00	219,348.20	-5,651.80
10-2-1068-0477	OTHER CONTRIBUTIONS (SOLAR)	0	65,000.00	21,666.67	-43,333.33
10-2-1069-0465	MISC.RECOVERED COST	12,034.13	18,000.00	23,786.21	5,786.21
10-2-1069-0467	WATER/SEWER ADMIN FEES	106,615.00	162,500.00	0	-162,500.00
10-2-1069-0468	VRSA INSURANCE REFUND/DIVIDEND/GRANT	0	4,000.00	1,000.00	-3,000.00
10-2-2070-0472	ROLLING STOCK (MVCT)	232.48	150.00	126.82	-23.18
10-2-2070-0473	MOBILE HOME TAX	0	0.00	150.00	150.00
10-2-2070-0474	RENTAL VEHICLE TAX	43,687.31	55,000.00	44,504.14	-10,495.86
10-2-2070-0475	SALES & USE TAX	763,386.66	700,000.00	721,500.88	21,500.88
10-2-2070-0477	STREET & HIGHWAY REVENUE	1,016,994.66	1,724,598.00	1,044,479.36	-680,118.64
10-2-2070-0479	FIRE PROGRAMS FUND	21,117.00	21,000.00	24,736.00	3,736.00
10-2-2071-0432	E-SUMMONS	3,373.12	3,000.00	3,725.02	725.02
10-2-3071-0476	LAW ENFORCEMENT HB599 GRANT	35,078.00	0.00	0	0.00
10-2-3071-0480	POLICE DEPT. GRANT	147,214.89	25,000.00	167,227.24	142,227.24
10-2-3071-0483	POLICE DEPT. GRANT - FEDERAL DMV	-11,452.14	0.00	0	0.00
10-2-3071-0484	ARTS COUNCIL GRANT	0	4,500.00	0	-4,500.00
10-2-3071-0487	STORMWATER/E&S REVENUE	0	0.00	4,500.00	4,500.00
10-2-4073-0579	INSURANCE RECOVERIES	114,091.99	20,000.00	30,855.84	10,855.84
10-2-5073-0591	TRANSFER FROM FUND BALANCE	0	5,166,055.00	0	-5,166,055.00
10-2-9000-0201	OVERPAYMENTS	2,129.43	0.00	1,947.56	1,947.56
<b>GENERAL FUND Revenue Totals</b>		<b>10,190,734.70</b>	<b>17,735,921.00</b>	<b>11,526,071.80</b>	<b>-6,209,849.20</b>

# INCOME/EXPENSE REPORT

## FEBRUARY 2025

Account Id	Account Description	Prior Period	Budget	YTD	Balance
10-1-0100-0000	MAYOR & TOWN COUNCIL	0	0	0	0
10-1-0100-1000	SALARIES	6,400.00	9,600.00	6,400.00	3,200.00
10-1-0100-1303	COUNCIL FEES	24,800.00	38,400.00	24,800.00	13,600.00
10-1-0100-1305	PLANNING COMMISSION FEES	870.00	5,040.00	1,520.00	3,520.00
10-1-0100-2001	FICA	2,416.81	4,058.00	2,527.56	1,530.44
10-1-0100-2009	UNEMPLOYMENT INSURANCE	34.70	100.00	39.25	60.75
10-1-0100-2011	CELL PHONE ALLOWANCE	80.00	480.00	320.00	160.00
10-1-0100-5309	INSURANCE-PUBLIC OFFICIALS	2,187.00	2,600.00	3,189.00	-589.00
10-1-0100-5504	TRAVEL- MEETINGS/EDUCATION	2,587.93	10,000.00	3,230.76	6,769.24
10-1-0100-5801	DUES & SUBSCRIPTIONS	3,389.00	3,500.00	3,282.00	218.00
10-1-0100-5804	DEPARTMENTAL SUPPLIES	739.81	750.00	875.94	-125.94
<b>0100</b>	<b>MAYOR &amp; TOWN COUNCIL</b>	<b>43,505.25</b>	<b>74,528.00</b>	<b>46,184.51</b>	<b>28,343.49</b>

# INCOME/EXPENSE REPORT

## FEBRUARY 2025

Account Id	Account Description	Prior Period	Budget	YTD	Balance
10-1-0101-0000	FINANCE AND ADMINISTRATION	0	0	0	0
10-1-0101-1000	SALARIES	176,141.58	210,136.00	148,956.02	61,179.98
10-1-0101-1002	SALARIES OVERTIME	46.36	100.00	95.30	4.70
10-1-0101-2001	FICA	12,962.11	16,075.00	12,115.39	3,959.61
10-1-0101-2003	RETIREMENT	20,707.24	44,780.00	21,351.10	23,428.90
10-1-0101-2005	MEDICAL PLANS	28,372.12	36,800.00	29,127.48	7,672.52
10-1-0101-2006	GROUP LIFE INSURANCE	1,121.87	2,816.00	937.20	1,878.80
10-1-0101-2007	DISABILITY INSURANCE	942.14	1,790.00	774.47	1,015.53
10-1-0101-2009	UNEMPLOYMENT INSURANCE	56.57	60.00	41.96	18.04
10-1-0101-2010	WORKERS COMPENSATION	120.00	290.00	238.24	51.76
10-1-0101-2013	CLOTHING ALLOWANCE	0	0.00	150.00	-150.00
10-1-0101-3006	OFFICE EQUIP. MAINTENANCE	3,746.90	4,500.00	2,778.25	1,721.75
10-1-0101-3010	CONTRACT/TECHNICAL SERVICES	134,810.67	115,000.00	134,548.54	-19,548.54
10-1-0101-5201	POSTAGE	15,512.05	25,000.00	12,870.14	12,129.86
10-1-0101-5203	TELECOMMUNICATIONS	10,440.39	15,600.00	8,022.65	7,577.35
10-1-0101-5309	PROPERTY INSURANCE	999.00	1,300.00	1,464.00	-164.00
10-1-0101-5504	TRAVEL - MEETINGS/EDUCATION	1,199.59	2,000.00	495.00	1,505.00
10-1-0101-5801	DUES AND SUBSCRIPTIONS	10,198.27	18,100.00	2,524.77	15,575.23
10-1-0101-5803	HEPATITIS SHOTS/DRUG TEST/DMV	853.00	0.00	0	0.00
10-1-0101-5804	DEPARTMENTAL SUPPLIES	47,737.40	33,000.00	28,875.06	4,124.94
10-1-0101-5805	CIGARETTE STAMPS	0	10,478.00	0	10,478.00
<b>0101</b>	<b>FINANCE AND ADMINISTRATION</b>	<b>465,967.26</b>	<b>537,825.00</b>	<b>405,365.57</b>	<b>132,459.43</b>

# INCOME/EXPENSE REPORT

## FEBRUARY 2025

Account Id	Account Description	Prior Period	Budget	YTD	Balance
10-1-0102-0000	TOWN MANAGER	0	0	0	0
10-1-0102-1000	SALARY - TOWN MANAGER	100,536.22	133,000.00	92,961.55	40,038.45
10-1-0102-1001	SALARIES	55,599.55	87,123.00	24,233.83	62,889.17
10-1-0102-1010	VEHICLE ALLOWANCE	0	7,200.00	7,061.52	138.48
10-1-0102-2001	FICA	12,086.80	17,390.00	9,535.23	7,854.77
10-1-0102-2003	RETIREMENT	14,538.07	46,269.00	21,980.45	24,288.55
10-1-0102-2005	MEDICAL PLANS	11,540.95	18,803.00	10,400.41	8,402.59
10-1-0102-2006	GROUP LIFE INSURANCE	893.21	2,910.00	744.23	2,165.77
10-1-0102-2007	DISABILITY INSURANCE	643.04	1,130.00	613.40	516.60
10-1-0102-2009	UNEMPLOYMENT INSURANCE	31.20	40.00	14.17	25.83
10-1-0102-2010	WORKERS COMPENSATION	81.00	200.00	130.00	70.00
10-1-0102-2011	CELL PHONE ALLOWANCE	635.00	900.00	945.00	-45.00
10-1-0102-5203	TELECOMMUNICATIONS	0	0.00	180.03	-180.03
10-1-0102-5504	TRAVEL - MEETINGS/EDUCATION	1,541.71	5,000.00	1,773.74	3,226.26
10-1-0102-5801	DUES & SUBSCRIPTIONS	550.00	700.00	895.43	-195.43
10-1-0102-5804	DEPARTMENTAL SUPPLIES	0	1,874.00	434.25	1,439.75
<b>0102 TOWN MANAGER</b>		<b>198,676.75</b>	<b>322,539.00</b>	<b>171,903.24</b>	<b>150,635.76</b>

# INCOME/EXPENSE REPORT

## FEBRUARY 2025

Account Id	Account Description	Prior Period	Budget	YTD	Balance
10-1-0103-0000	DIRECTOR OF MUNICIPAL SERVICES	0	0	0	0
10-1-0103-1000	SALARY	82,323.02	127,857.00	89,400.85	38,456.15
10-1-0103-1010	VEHICLE ALLOWANCE	4,707.64	7,200.00	4,984.56	2,215.44
10-1-0103-2001	FICA	6,716.65	10,332.00	7,281.74	3,050.26
10-1-0103-2003	RETIREMENT	9,002.89	27,246.00	18,137.52	9,108.48
10-1-0103-2005	MEDICAL PLANS	5,839.05	9,200.00	7,966.88	1,233.12
10-1-0103-2006	GROUP LIFE INSURANCE	553.12	1,713.00	569.44	1,143.56
10-1-0103-2007	DISABILITY INSURANCE	448.47	600.00	458.73	141.27
10-1-0103-2009	UNEMPLOYMENT INSURANCE	10.40	20.00	10.40	9.60
10-1-0103-2010	WORKERS COMPENSATION	495.00	1,090.00	809.00	281.00
10-1-0103-5203	TELECOMMUNICATIONS	242.70	800.00	340.09	459.91
10-1-0103-5204	CELLULAR/MOBILE COMMUNICATION	48.43	0.00	0	0.00
10-1-0103-5504	TRAVEL - MEETINGS/EDUCATION	0	1,000.00	0	1,000.00
10-1-0103-5801	DUES & SUBSCRIPTIONS	65.00	500.00	0	500.00
10-1-0103-5804	DEPARTMENTAL SUPPLIES	0	500.00	0	500.00
<b>0103 DIRECTOR OF MUNICIPAL SERVICES</b>		<b>110,452.37</b>	<b>188,058.00</b>	<b>129,959.21</b>	<b>58,098.79</b>

# INCOME/EXPENSE REPORT

## FEBRUARY 2025

Account Id	Account Description	Prior Period	Budget	YTD	Balance
10-1-0104-0000	BUSINESS DEVELOPMENT DEPT	0	0	0	0
10-1-0104-1000	SALARY	58,095.49	90,660.00	42,843.04	47,816.96
10-1-0104-1010	VEHICLE ALLOWANCE	4,707.64	7,200.00	3,323.04	3,876.96
10-1-0104-2001	FICA	4,928.48	7,486.00	3,511.83	3,974.17
10-1-0104-2003	RETIREMENT	7,413.33	19,320.00	6,490.59	12,829.41
10-1-0104-2005	MEDICAL PLANS	5,832.17	9,200.00	4,493.72	4,706.28
10-1-0104-2006	GROUP LIFE INSURANCE	392.60	1,215.00	253.10	961.90
10-1-0104-2007	DISABILITY INSURANCE	330.92	440.00	221.16	218.84
10-1-0104-2009	UNEMPLOYMENT INSURANCE	10.40	20.00	8.84	11.16
10-1-0104-2010	WORKERS COMPENSATION	33.00	80.00	0	80.00
10-1-0104-2011	CELL PHONE ALLOWANCE	1,140.00	900.00	375.00	525.00
10-1-0104-5203	TELECOMMUNICATIONS	300.05	800.00	585.20	214.80
10-1-0104-5204	CELLULAR/MOBILE COMMUNICATION	60.01	0.00	0	0.00
10-1-0104-5504	TRAVEL - MEETING/EDUCATION	321.59	5,000.00	82.79	4,917.21
10-1-0104-5801	DUES & SUBSCRIPTIONS	350.00	500.00	350.00	150.00
10-1-0104-5803	MARKETING	20,571.99	50,000.00	37,171.26	12,828.74
10-1-0104-5804	DEPARTMENTAL SUPPLIES	379.99	1,000.00	0	1,000.00
10-1-0104-5805	SITE READINESS	81,828.08	40,000.00	0	40,000.00
10-1-0104-5806	BUSINESS INCENTIVE EXPENSE	2,387.42	20,000.00	2,307.38	17,692.62
10-1-0104-5807	FACADE AND UP FIT INCENTIVE EXPENSE	22,153.39	100,000.00	19,758.01	80,241.99
<b>0104 BUSINESS DEVELOPMENT DEPT</b>		<b>211,236.55</b>	<b>353,821.00</b>	<b>121,774.96</b>	<b>232,046.04</b>

# INCOME/EXPENSE REPORT

## FEBRUARY 2025

Account Id	Account Description	Prior Period	Budget	YTD	Balance
10-1-0105-0000	HUMAN RESOURCES DEPT	0	0	0	0
10-1-0105-1000	HUMAN RESOURCES SALARY	0	92,880.00	61,729.17	31,150.83
10-1-0105-1001	INCENTIVE PAY	0	68,000.00	0	68,000.00
10-1-0105-2001	FICA	0	7,105.00	4,610.45	2,494.55
10-1-0105-2003	RETIREMENT	0	19,793.00	8,879.41	10,913.59
10-1-0105-2005	MEDICAL PLANS	0	9,200.00	7,536.82	1,663.18
10-1-0105-2006	GROUP LIFE INSURANCE	0	1,245.00	363.02	881.98
10-1-0105-2007	DISABILITY INSURANCE	0	350.00	339.39	10.61
10-1-0105-2009	UNEMPLOYMENT INSURANCE	0	60.00	8.92	51.08
10-1-0105-2010	WORKERS COMPENSATION	0	290.00	39.00	251.00
10-1-0105-2011	CERTIFICATION INCENTIVE PAY	0	21,281.00	1,956.75	19,324.25
10-1-0105-3010	CONTRACT/TECHNICAL SERVICES	0	25,000.00	7,929.21	17,070.79
10-1-0105-5504	TRAVEL-MEETINGS/EDUCATION	0	1,000.00	487.98	512.02
10-1-0105-5506	EMPLOYEE APPRECIATION/RECOGNITION	0	20,000.00	3,403.01	16,596.99
10-1-0105-5801	DUES & SUBSCRIPTIONS	0	20,000.00	4,674.99	15,325.01
10-1-0105-5803	HEPATITIS SHOTS/DRUG TEST/DMV	0	2,750.00	1,665.00	1,085.00
10-1-0105-5804	DEPARTMENTAL SUPPLIES	0	1,000.00	856.87	143.13
<b>0105 HUMAN RESOURCES DEPT</b>		<b>0.00</b>	<b>289,954.00</b>	<b>104,479.99</b>	<b>185,474.01</b>



# INCOME/EXPENSE REPORT

## FEBRUARY 2025

Account Id	Account Description	Prior Period	Budget	YTD	Balance
10-1-0106-0000	NON-DEPARTMENTAL	0	0	0	0
10-1-0106-1001	EMPLOYEE APPRECIATION/RECOGNITION	4,115.60	0.00	0	0.00
10-1-0106-3007	ADVERTISING	2,080.78	8,000.00	3,160.96	4,839.04
10-1-0106-3011	AUDIT	12,500.00	32,000.00	0	32,000.00
10-1-0106-3012	LEGAL EXPENSES	173,841.84	320,000.00	176,959.26	143,040.74
10-1-0106-3014	REFUNDS ON TAXES	10.00	2,500.00	0	2,500.00
10-1-0106-3015	MISCELLANEOUS REFUNDS	0	500.00	29.10	470.90
10-1-0106-3016	ECONOMIC INCENTIVE GRANT	0	30,000.00	0	30,000.00
10-1-0106-5309	PROPERTY INSURANCE - MISC	12,495.00	17,974.00	14,958.00	3,016.00
10-1-0106-5800	OPERATING/CAPITAL RESERVE	0	400,000.00	0	400,000.00
10-1-0106-5804	DMV STOP EXPENSE	1,434.00	4,500.00	409.00	4,091.00
<b>0106 NON-DEPARTMENTAL</b>		<b>206,477.22</b>	<b>815,474.00</b>	<b>195,516.32</b>	<b>619,957.68</b>

## INCOME/EXPENSE REPORT FEBRUARY 2025

Account Id	Account Description	Prior Period	Budget	YTD	Balance
10-1-0120-0000	POLICE DEPARTMENT	0	0	0	0
10-1-0120-1000	SALARY - CHIEF	73,509.63	131,970.00	101,156.44	30,813.56
10-1-0120-1002	SALARIES - OVERTIME	47,929.14	55,000.00	62,437.17	-7,437.17
10-1-0120-1004	SALARIES - PART TIME	1,412.47	14,000.00	1,175.31	12,824.69
10-1-0120-1010	SALARIES - COMMAND STAFF	87,105.92	181,261.00	137,645.61	43,615.39
10-1-0120-1011	SALARIES - CORPLS & PTRL OFFICERS	467,329.90	786,489.00	457,224.49	329,264.51
10-1-0120-1012	SALARIES - CLERK & DISPATCHERS	75,753.46	123,732.00	102,807.45	20,924.55
10-1-0120-1013	SALARY - PT DISPATCHERS	2,862.00	2,000.00	3,430.00	-1,430.00
10-1-0120-1014	SALARIES - SRGTS & DETECTIVES	284,172.94	537,183.00	322,415.77	214,767.23
10-1-0120-1028	SALARY - ANIMAL WARDEN	13,291.32	21,000.00	14,367.62	6,632.38
10-1-0120-1029	HOLIDAY PAY	64,632.58	68,000.00	75,060.08	-7,060.08
10-1-0120-2001	FICA	83,695.47	141,727.00	95,162.34	46,564.66
10-1-0120-2003	RETIREMENT	109,484.35	375,192.00	217,322.40	157,869.60
10-1-0120-2005	MEDICAL PLANS	182,061.00	248,400.00	217,429.61	30,970.39
10-1-0120-2006	GROUP LIFE INSURANCE	6,588.51	23,593.00	6,741.63	16,851.37
10-1-0120-2007	DISABILITY INSURANCE	420.79	800.00	471.66	328.34
10-1-0120-2008	LINE OF DUTY ACT EXPENSE	21,588.00	30,250.00	17,039.00	13,211.00
10-1-0120-2009	UNEMPLOYMENT INSURANCE	286.84	380.00	226.42	153.58
10-1-0120-2010	WORKERS COMPENSATION	32,853.00	50,000.00	50,325.00	-325.00
10-1-0120-2011	CELL PHONE ALLOWANCE	320.00	480.00	320.00	160.00
10-1-0120-2012	UNIFORMS	9,841.32	18,000.00	12,628.34	5,371.66
10-1-0120-2013	CLOTHING ALLOWANCE	2,923.65	4,050.00	4,023.65	26.35
10-1-0120-2014	GYM MEMBERSHIPS/OFFICER WELLNESS	0	6,000.00	0	6,000.00
10-1-0120-3004	REPAIRS & MAINTENANCE	2,465.22	20,000.00	3,208.93	16,791.07
10-1-0120-3006	OFFICE EQUIP. MAINTENANCE	4,838.32	20,000.00	11,748.95	8,251.05
10-1-0120-3007	ADVERTISING	0	500.00	97.60	402.40
10-1-0120-5100	ELECTRICAL SERVICE	6,314.53	9,000.00	6,211.04	2,788.96
10-1-0120-5102	NATURAL GAS/HEATING	1,119.77	2,500.00	1,444.28	1,055.72
10-1-0120-5203	TELECOMMUNICATIONS	20,373.03	35,000.00	19,807.98	15,192.02
10-1-0120-5309	PROPERTY & LIABILITY INSURANCE	19,026.00	25,360.00	23,512.00	1,848.00
10-1-0120-5405	CLEANING/JANITORIAL SUPPLIES	5,674.86	9,000.00	5,546.81	3,453.19
10-1-0120-5408	VEHICLE & EQUIP. MAINTENANCE	25,777.71	40,000.00	27,061.28	12,938.72
10-1-0120-5411	FUEL EXPENSE	41,123.55	60,000.00	39,848.97	20,151.03
10-1-0120-5412	SHOOTING RANGE EXPENSE	2,907.82	20,000.00	9,783.02	10,216.98
10-1-0120-5504	TRAVEL - MEETINGS/EDUCATION	31,982.18	50,000.00	38,371.67	11,628.33
10-1-0120-5505	FORENSICS EXPENSE	1,683.51	2,500.00	1,408.53	1,091.47

# INCOME/EXPENSE REPORT

## FEBRUARY 2025

Account Id	Account Description	Prior Period	Budget	YTD	Balance
10-1-0120-5510	DRUG ENFORCEMENT EXPENSES	3,825.00	7,000.00	3,825.00	3,175.00
10-1-0120-5515	RECORDS MANAGEMENT EXPENSES	11,642.99	18,000.00	14,765.40	3,234.60
10-1-0120-5801	DUES & SUBSCRIPTIONS	11,877.31	14,000.00	13,837.50	162.50
10-1-0120-5803	PHYSICALS	1,427.00	2,000.00	140.00	1,860.00
10-1-0120-5804	DEPARTMENTAL SUPPLIES	17,289.86	39,200.00	34,035.43	5,164.57
10-1-0120-5805	AXON LEASE	36,502.95	44,000.00	53,598.92	-9,598.92
10-1-0120-5806	FLOCK SAFETY LEASE	0	14,000.00	0	14,000.00
10-1-0120-5808	IT SERVICE & MAINTENANCE	34,833.60	58,000.00	27,182.93	30,817.07
10-1-0120-5809	GRANT EXPENSES	200,552.44	25,000.00	16,368.71	8,631.29
10-1-0120-7001	COMMUNICATIONS EQUIPMENT	0	8,000.00	695.08	7,304.92
10-1-0120-7009	CAPITAL OUTLAY	39,612.76	774,387.00	36,620.42	737,766.58
<b>0120 POLICE DEPARTMENT</b>		<b>2,088,912.70</b>	<b>4,116,954.00</b>	<b>2,288,530.44</b>	<b>1,828,423.56</b>

# INCOME/EXPENSE REPORT

## FEBRUARY 2025

Account Id	Account Description	Prior Period	Budget	YTD	Balance
10-1-0124-0000	CODE COMPLIANCE OFFICIAL	0	0	0	0
10-1-0124-1000	SALARIES	127,732.88	201,744.00	142,322.43	59,421.57
10-1-0124-2001	FICA	9,758.87	15,433.00	10,819.04	4,613.96
10-1-0124-2003	RETIREMENT	14,079.81	42,992.00	25,538.67	17,453.33
10-1-0124-2005	MEDICAL PLANS	17,865.48	27,600.00	24,601.28	2,998.72
10-1-0124-2006	GROUP LIFE INSURANCE	847.94	2,703.00	896.16	1,806.84
10-1-0124-2007	DISABILITY INSURANCE	825.78	960.00	755.55	204.45
10-1-0124-2009	UNEMPLOYMENT INSURANCE	31.20	40.00	24.00	16.00
10-1-0124-2010	WORKERS COMPENSATION	582.00	1,190.00	922.00	268.00
10-1-0124-2011	CELL PHONE ALLOWANCE	640.00	960.00	640.00	320.00
10-1-0124-2012	UNIFORMS	0	1,200.00	0	1,200.00
10-1-0124-3007	ADVERTISING	537.00	4,000.00	2,218.35	1,781.65
10-1-0124-5309	PROPERTY INSURANCE	645.00	900.00	746.00	154.00
10-1-0124-5408	VEHICLE & EQUIP. MAINTENANCE	606.72	700.00	1,117.56	-417.56
10-1-0124-5411	FUEL EXPENSE	903.50	1,800.00	956.67	843.33
10-1-0124-5413	STATE LEVY - 2% OF PERMIT REV	2,183.12	2,000.00	10,395.95	-8,395.95
10-1-0124-5504	TRAVEL - MEETINGS/EDUCATION	422.40	2,500.00	27.82	2,472.18
10-1-0124-5801	DUES & SUBSCRIPTIONS	150.00	250.00	165.00	85.00
10-1-0124-5802	DEMOLITION COSTS	870.00	30,000.00	0	30,000.00
10-1-0124-5803	REIMBURSE FEES	0	200.00	170.68	29.32
10-1-0124-5804	DEPARTMENTAL SUPPLIES	828.59	1,500.00	46.22	1,453.78
10-1-0124-5805	STORMWATER / E&S	4,738.50	10,000.00	3,760.00	6,240.00
10-1-0124-7009	CAPITAL OUTLAY	0	41,130.00	38,312.70	2,817.30
<b>0124 CODE COMPLIANCE OFFICIAL</b>		<b>184,248.79</b>	<b>389,802.00</b>	<b>264,436.08</b>	<b>125,365.92</b>

# INCOME/EXPENSE REPORT

## FEBRUARY 2025

Account Id	Account Description	Prior Period	Budget	YTD	Balance
10-1-0126-0000	STREET MAINTENANCE	0	0	0	0
10-1-0126-1000	SALARIES	234,988.15	377,276.00	255,675.30	121,600.70
10-1-0126-1002	SALARIES - OVERTIME	8,583.05	15,000.00	19,069.98	-4,069.98
10-1-0126-2001	FICA	18,042.51	30,010.00	20,721.13	9,288.87
10-1-0126-2003	RETIREMENT	25,495.12	80,398.00	42,923.23	37,474.77
10-1-0126-2005	MEDICAL PLANS	41,439.24	64,400.00	53,292.05	11,107.95
10-1-0126-2006	GROUP LIFE INSURANCE	1,544.61	5,056.00	1,619.19	3,436.81
10-1-0126-2007	DISABILITY INSURANCE	1,207.30	1,920.00	1,355.35	564.65
10-1-0126-2009	UNEMPLOYMENT INSURANCE	93.38	80.00	61.56	18.44
10-1-0126-2010	WORKERS COMPENSATION	6,843.00	20,330.00	11,279.00	9,051.00
10-1-0126-2011	CELL PHONE ALLOWANCE	320.00	480.00	360.00	120.00
10-1-0126-2012	UNIFORMS	3,548.45	2,000.00	0	2,000.00
10-1-0126-2013	CLOTHING ALLOWANCE	0	2,100.00	1,050.00	1,050.00
10-1-0126-3015	ENGINEERING	1,717.00	12,000.00	0	12,000.00
10-1-0126-5100	ELECTRIC SERVICE(STREETLIGHTS)	50,013.49	110,000.00	55,398.42	54,601.58
10-1-0126-5203	TELECOMMUNICATIONS	2,213.68	3,470.00	2,763.45	706.55
10-1-0126-5204	CELLULAR/MOBILE COMMUNICATION	88.44	0.00	0	0.00
10-1-0126-5309	PROPERTY INSURANCE	10,101.00	14,500.00	11,098.00	3,402.00
10-1-0126-5407	STREET MAINTENANCE	263,163.01	1,814,969.00	505,318.92	1,309,650.08
10-1-0126-5408	VEHICLE & EQUIP. MAINTENANCE	22,384.87	40,000.00	33,545.97	6,454.03
10-1-0126-5411	FUEL EXPENSE	16,998.41	35,000.00	15,317.75	19,682.25
10-1-0126-5504	TRAVEL - MEETINGS/EDUCATION	6,734.87	8,500.00	527.08	7,972.92
10-1-0126-5803	HEPATITIS SHOTS/DRUG TEST/DMV	1,016.00	0.00	0	0.00
10-1-0126-5804	DEPARTMENTAL SUPPLIES	206.36	16,074.00	8,516.40	7,557.60
10-1-0126-5805	SAFETY/PROTECTIVE EQUIP.	2,151.62	2,500.00	2,976.01	-476.01
10-1-0126-7009	CAPITAL OUTLAY	153,880.14	1,696,717.00	5.00	1,696,712.00
	<b>0126 STREET MAINTENANCE</b>	<b>872,773.70</b>	<b>4,352,780.00</b>	<b>1,042,873.79</b>	<b>3,309,906.21</b>

# INCOME/EXPENSE REPORT

## FEBRUARY 2025

Account Id	Account Description	Prior Period	Budget	YTD	Balance
10-1-0132-0000	SOLID WASTE	0	0	0	0
10-1-0132-1000	SALARIES	100,540.33	153,414.00	112,883.23	40,530.77
10-1-0132-1002	SALARIES - OVERTIME	4,275.71	8,500.00	7,260.62	1,239.38
10-1-0132-2001	FICA	8,037.59	12,386.00	9,185.61	3,200.39
10-1-0132-2003	RETIREMENT	10,693.98	32,693.00	19,577.60	13,115.40
10-1-0132-2005	MEDICAL PLANS	17,923.09	27,600.00	22,358.56	5,241.44
10-1-0132-2006	GROUP LIFE INSURANCE	639.84	2,056.00	680.26	1,375.74
10-1-0132-2007	DISABILITY INSURANCE	559.98	760.00	590.76	169.24
10-1-0132-2009	UNEMPLOYMENT INSURANCE	27.40	40.00	24.00	16.00
10-1-0132-2010	WORKERS COMPENSATION	5,049.00	11,030.00	9,213.00	1,817.00
10-1-0132-2012	UNIFORMS	1,072.75	1,100.00	0	1,100.00
10-1-0132-2013	CLOTHING ALLOWANCE	0	900.00	450.00	450.00
10-1-0132-3004	REPAIRS & MAINTENANCE	22,699.00	30,000.00	22,791.99	7,208.01
10-1-0132-5309	PROPERTY INSURANCE	4,131.00	5,200.00	4,049.00	1,151.00
10-1-0132-5408	VEHICLE & EQUIP. MAINTENANCE	18,317.30	37,276.00	60,267.81	-22,991.81
10-1-0132-5411	FUEL EXPENSE	16,957.91	25,000.00	12,206.94	12,793.06
10-1-0132-5803	HEPATITIS SHOTS/DRUG TEST/DMV	51.00	0.00	0	0.00
10-1-0132-5804	DEPARTMENTAL SUPPLIES	0	0.00	568.11	-568.11
10-1-0132-5805	SAFETY/PROTECTIVE EQUIP.	138.35	750.00	288.95	461.05
10-1-0132-6000	WASTE COLLECTION FEE	201,504.48	365,000.00	216,441.68	148,558.32
10-1-0132-7000	LANDFILL TIPPING FEES	101,936.80	100,000.00	90,334.80	9,665.20
	<b>0132 SOLID WASTE</b>	<b>514,555.51</b>	<b>813,705.00</b>	<b>589,172.92</b>	<b>224,532.08</b>

# INCOME/EXPENSE REPORT

## FEBRUARY 2025

Account Id	Account Description	Prior Period	Budget	YTD	Balance
10-1-0133-0000	FLEET MAINTENANCE	0	0	0	0
10-1-0133-1000	SALARIES	143,033.55	222,615.00	105,153.27	117,461.73
10-1-0133-1002	SALARIES - OVERTIME	0	1,000.00	3,783.40	-2,783.40
10-1-0133-2001	FICA	10,933.21	17,107.00	8,378.53	8,728.47
10-1-0133-2003	RETIREMENT	16,437.33	47,440.00	15,251.41	32,188.59
10-1-0133-2005	MEDICAL PLANS	12,657.39	27,600.00	11,304.27	16,295.73
10-1-0133-2006	GROUP LIFE INSURANCE	946.36	2,983.00	670.53	2,312.47
10-1-0133-2007	DISABILITY INSURANCE	796.05	1,070.00	625.13	444.87
10-1-0133-2009	UNEMPLOYMENT INSURANCE	31.20	40.00	32.80	7.20
10-1-0133-2010	WORKERS COMPENSATION	1,518.00	4,320.00	2,720.00	1,600.00
10-1-0133-2011	CELL PHONE ALLOWANCE	0	0.00	320.00	-320.00
10-1-0133-2012	UNIFORMS	381.75	600.00	0	600.00
10-1-0133-2013	CLOTHING ALLOWANCE	0	900.00	450.00	450.00
10-1-0133-3004	REPAIRS & MAINTENANCE	8,007.70	59,533.00	54,633.18	4,899.82
10-1-0133-5100	ELECTRICAL SERVICE	5,781.99	10,000.00	5,287.56	4,712.44
10-1-0133-5102	HEATING	3,784.10	5,000.00	4,683.04	316.96
10-1-0133-5203	TELECOMMUNICATIONS	2,212.36	3,500.00	2,113.34	1,386.66
10-1-0133-5204	CELLULAR/MOBILE COMMUNICATION	88.44	0.00	0	0.00
10-1-0133-5309	PROPERTY INSURANCE	687.00	700.00	876.00	-176.00
10-1-0133-5408	VEHICLE & EQUIP. MAINTENANCE	11,172.39	20,000.00	11,805.14	8,194.86
10-1-0133-5411	FUEL EXPENSE	448.06	800.00	432.17	367.83
10-1-0133-5504	TRAVEL - MEETINGS/EDUCATION	0	300.00	60.00	240.00
10-1-0133-5801	DUES & SUBSCRIPTIONS	3,074.00	5,500.00	3,035.00	2,465.00
10-1-0133-5804	DEPARTMENTAL SUPPLIES	0	500.00	1,266.57	-766.57
10-1-0133-5805	SAFETY/PROTECTIVE EQUIP.	145.16	1,000.00	1,620.74	-620.74
<b>0133 FLEET MAINTENANCE</b>		<b>222,136.04</b>	<b>432,508.00</b>	<b>234,502.08</b>	<b>198,005.92</b>



## INCOME/EXPENSE REPORT

### FEBRUARY 2025

Account Id	Account Description	Prior Period	Budget	YTD	Balance
10-1-0134-0000	FACILITY MAINTENANCE	0	0	0	0
10-1-0134-1000	SALARIES	117,299.94	115,376.00	81,839.99	33,536.01
10-1-0134-1002	SALARIES - OVERTIME	160.33	500.00	76.53	423.47
10-1-0134-2001	FICA	9,129.66	10,395.00	6,317.41	4,077.59
10-1-0134-2003	RETIREMENT	12,922.61	28,849.00	11,531.42	17,317.58
10-1-0134-2005	MEDICAL PLANS	24,369.11	27,600.00	19,611.80	7,988.20
10-1-0134-2006	GROUP LIFE INSURANCE	762.20	1,814.00	495.67	1,318.33
10-1-0134-2007	DISABILITY INSURANCE	676.68	920.00	450.64	469.36
10-1-0134-2009	UNEMPLOYMENT INSURANCE	34.32	50.00	16.00	34.00
10-1-0134-2010	WORKERS COMPENSATION	1,017.00	2,850.00	1,811.00	1,039.00
10-1-0134-2012	UNIFORMS	224.25	600.00	203.70	396.30
10-1-0134-2013	CLOTHING ALLOWANCE	0	1,200.00	150.00	1,050.00
10-1-0134-3004	REPAIRS & MAINTENANCE	19,914.62	176,000.00	268,459.06	-92,459.06
10-1-0134-3015	ENGINEERING	0	10,000.00	18,315.00	-8,315.00
10-1-0134-5100	ELECTRICAL SERVICE	9,102.27	15,000.00	17,786.84	-2,786.84
10-1-0134-5102	HEATING	3,727.13	7,000.00	3,482.81	3,517.19
10-1-0134-5309	PROPERTY INSURANCE	6,639.00	8,500.00	10,971.00	-2,471.00
10-1-0134-5405	CLEANING/JANITORIAL SUPPLIES	6,928.74	7,500.00	2,689.12	4,810.88
10-1-0134-5408	VEHICLE & EQUIP. MAINTENANCE	0	600.00	932.16	-332.16
10-1-0134-5411	FUEL EXPENSE	529.56	800.00	867.39	-67.39
10-1-0134-5805	SAFETY/PROTECTIVE EQUIP.	300.00	600.00	1,405.35	-805.35
10-1-0134-7009	CAPITAL OUTLAY	1,386,630.11	520,000.00	199,483.94	320,516.06
10-1-0134-7804	DEBT SERVICE	90,168.83	163,284.00	172,328.53	-9,044.53
	<b>0134 FACILITY MAINTENANCE</b>	<b>1,690,536.36</b>	<b>1,099,438.00</b>	<b>819,225.36</b>	<b>280,212.64</b>

# INCOME/EXPENSE REPORT

## FEBRUARY 2025

Account Id	Account Description	Prior Period	Budget	YTD	Balance
10-1-0450-0000	PARKS AND GROUNDS	0	0	0	0
10-1-0450-1000	SALARIES	165,789.67	325,138.00	215,023.38	110,114.62
10-1-0450-1002	SALARIES - OVERTIME	0	2,000.00	0	2,000.00
10-1-0450-2001	FICA	12,541.11	25,026.00	16,328.41	8,697.59
10-1-0450-2003	RETIREMENT	18,216.22	69,287.00	32,079.82	37,207.18
10-1-0450-2005	MEDICAL PLANS	30,709.99	64,400.00	36,946.23	27,453.77
10-1-0450-2006	GROUP LIFE INSURANCE	1,073.57	4,355.00	1,317.73	3,037.27
10-1-0450-2007	DISABILITY INSURANCE	833.38	1,430.00	1,165.98	264.02
10-1-0450-2009	UNEMPLOYMENT INSURANCE	62.89	70.00	66.00	4.00
10-1-0450-2010	WORKERS COMPENSATION	2,088.00	5,820.00	2,937.00	2,883.00
10-1-0450-2011	CELL PHONE ALLOWANCE	0	0.00	200.00	-200.00
10-1-0450-2012	UNIFORMS	822.55	2,500.00	0	2,500.00
10-1-0450-2013	CLOTHING ALLOWANCE	0	1,800.00	1,050.00	750.00
10-1-0450-3004	REPAIRS & MAINTENANCE	38,511.02	105,000.00	64,029.35	40,970.65
10-1-0450-5100	ELECTRICAL SERVICE	13,095.85	25,000.00	13,862.36	11,137.64
10-1-0450-5203	TELECOMMUNICATIONS	4,223.68	5,720.00	4,843.99	876.01
10-1-0450-5204	CELLULAR/MOBILE COMMUNICATION	48.43	480.00	0	480.00
10-1-0450-5309	PROPERTY INSURANCE	1,965.00	2,600.00	3,585.00	-985.00
10-1-0450-5408	VEHICLE & EQUIP. MAINTENANCE	1,989.57	8,000.00	5,364.59	2,635.41
10-1-0450-5411	FUEL EXPENSE	2,840.44	8,000.00	4,659.90	3,340.10
10-1-0450-5504	TRAVEL - MEETINGS/EDUCATION	100.00	2,000.00	898.93	1,101.07
10-1-0450-5803	HEPATITIS SHOTS/DRUG TEST/DMV	415.00	0.00	0	0.00
10-1-0450-5804	DEPARTMENTAL SUPPLIES	47.52	250.00	0	250.00
10-1-0450-5805	SAFETY/PROTECTIVE EQUIP.	300.00	1,000.00	238.41	761.59
10-1-0450-7009	CAPITAL OUTLAY	30,421.57	1,056,500.00	552,390.57	504,109.43
	<b>0450 PARKS AND GROUNDS</b>	<b>326,095.46</b>	<b>1,716,376.00</b>	<b>956,987.65</b>	<b>759,388.35</b>

# INCOME/EXPENSE REPORT

## FEBRUARY 2025

Account Id	Account Description	Prior Period	Budget	YTD	Balance
10-1-0451-0000	LIBRARY	0	0	0	0
10-1-0451-3004	REPAIRS & MAINTENANCE	867.99	12,850.04	13,050.62	-200.58
10-1-0451-5100	ELECTRICAL SERVICE	7,747.83	13,000.00	8,237.35	4,762.65
10-1-0451-5102	HEATING	1,972.75	5,149.96	1,885.22	3,264.74
	<b>0451 LIBRARY</b>	<b>10,588.57</b>	<b>31,000.00</b>	<b>23,173.19</b>	<b>7,826.81</b>

# INCOME/EXPENSE REPORT

## FEBRUARY 2025

Account Id	Account Description	Prior Period	Budget	YTD	Balance
10-1-0920-0000	COMMUNITY DEVELOPMENT	0	0	0	0
10-1-0920-5606	REGIONAL PLANNING COMMISSION	7,534.40	7,604.00	7,603.20	0.80
10-1-0920-5607	REGIONAL AIRPORT	25,000.00	25,000.00	25,000.00	0.00
10-1-0920-5608	SOUTH HILL CDA	0	50,000.00	50,000.00	0.00
10-1-0920-5609	COMMUNITY DEVELOPMENT	23,609.45	58,448.00	26,237.97	32,210.03
10-1-0920-5610	CDA FACILITIES REPAIRS/MAINTENANCE	883.92	0.00	0	0.00
10-1-0920-5611	MECKLENBURG COUNTY PUBLIC LIBRARY	0	7,610.00	0	7,610.00
10-1-0920-5612	SOUTHSIDE RESCUE SQUAD	150,000.00	150,000.00	150,000.00	0.00
10-1-0920-5614	CHAMBER OF COMMERCE/SHOPS OF SOUTH	0	175,000.00	175,000.00	0.00
10-1-0920-5615	THE COLONIAL CENTER	0	15,000.00	0	15,000.00
10-1-0920-5616	SOUTH HILL VOLUNTEER FIRE DEPARTMENT	0	1,000,000.00	1,024,736.00	-24,736.00
10-1-0920-5618	LAB BUS	0	43,497.00	0	43,497.00
10-1-0920-5620	BUSINESS EDUCATION PARTNERSHIP	4,000.00	4,000.00	4,000.00	0.00
10-1-0920-5622	SOUTH HILL REVITALIZATION	8,000.00	50,000.00	50,000.00	0.00
10-1-0920-5623	SOUTHERN VA FOOD HUB	5,820.00	12,000.00	12,000.00	0.00
10-1-0920-5626	COLONIAL CENTER - VCA GRANT AND MATCH	10,000.00	9,000.00	0	9,000.00
10-1-0920-5629	ROANOKE RIVER RAILS TO TRAILS	500.00	500.00	500.00	0.00
10-1-0920-5630	MECKLENBURG COUNTY SENIOR CITIZENS	0	2,500.00	2,500.00	0.00
10-1-0920-7009	CAPITAL OUTLAY	0	600,000.00	0	600,000.00
	<b>0920 COMMUNITY DEVELOPMENT</b>	<b>235,347.77</b>	<b>2,210,159.00</b>	<b>1,527,577.17</b>	<b>682,581.83</b>
	<b>GENERAL FUND Expenditure Totals</b>	<b>7,381,510.30</b>	<b>17,744,921.00</b>	<b>8,921,662.48</b>	<b>8,823,258.52</b>

# INCOME/EXPENSE REPORT

## FEBRUARY 2025

Account Id	Account Description	Prior Period	Budget	YTD	Balance
30-2-5000-0001	WATER SALES	1,168,001.71	1,648,000.00	1,019,224.13	-628,775.87
30-2-5000-0002	WATER CONNECTION FEES	14,163.50	16,000.00	20,000.00	4,000.00
30-2-5000-0004	SEWAGE TREATMENT/LACROSSE	30,788.36	40,000.00	29,098.34	-10,901.66
30-2-5000-0005	SEWAGE TREATMENT/BRODNAX	14,979.76	20,000.00	8,296.32	-11,703.68
30-2-5000-0006	PENALTIES-PAST DUE SALES	49,861.22	75,000.00	41,658.73	-33,341.27
30-2-5000-0007	INTEREST ON DEPOSITS	227,124.61	100,000.00	65,721.43	-34,278.57
30-2-5000-0008	WWTP EXPANSION PAYMENT/LACROSSE	11,647.20	17,470.00	11,647.20	-5,822.80
30-2-5000-0009	WWTP EXPANSION PAYMENT/BRODNAX	5,823.60	8,735.00	5,823.60	-2,911.40
30-2-5000-0010	SEPTIC TANK HAULERS FEE	40,826.02	60,000.00	85,325.15	25,325.15
30-2-5000-0011	SET UP FEE - BULK WATER	20.00	200.00	20.00	-180.00
30-2-5000-0013	CUT ON / TRANSFER FEES	38,120.00	50,000.00	33,200.00	-16,800.00
30-2-5000-0016	LEACHATE TREATMENT	331,400.50	425,000.00	97,992.11	-327,007.89
30-2-5000-0019	TRANSFER FROM FUND BALANCE (ARPA)	0	1,154,193.00	0	-1,154,193.00
30-2-5000-0020	TRANSFER FROM FUND BALANCE	0	1,536,829.00	0	-1,536,829.00
30-2-5000-0021	TRANSFER FROM GENERAL FUND	0	3,938,048.00	0	-3,938,048.00
30-2-5000-0025	MISCELLANEOUS INCOME	5,044.76	2,000.00	78,746.58	76,746.58
30-2-5000-0031	SEWER SALES	1,022,332.30	1,472,000.00	878,768.97	-593,231.03
30-2-5000-0032	SEWER CONNECTION FEES	9,000.00	24,000.00	9,000.00	-15,000.00
30-2-5000-0492	VDH LEAD SERVICE LINE INVENTORY GRANT	0	100,000.00	0	-100,000.00
30-2-5000-0493	AMERICAN RESCUE PLAN SEWER COLL GRAI	0	492,580.00	0	-492,580.00
30-2-5000-0497	CONSTRUCTION CONTRIBUTION	0	3,560,000.00	0	-3,560,000.00
30-2-5000-0580	SALE OF PROPERTY	0	15,000.00	0	-15,000.00
<b>WATER &amp; SEWER FUND Revenue Totals</b>		<b>2,969,133.54</b>	<b>14,755,055.00</b>	<b>2,384,522.56</b>	<b>-12,370,532.44</b>

## INCOME/EXPENSE REPORT FEBRUARY 2025

Account Id	Account Description	Prior Period	Budget	YTD	Balance
30-0-0000-0000	WATER & SEWER FUND	0	0	0	0
30-1-6000-0000	WATER DISTRIBUTION SYSTEMS	0	0	0	0
30-1-6000-1000	SALARIES	55,013.31	142,030.00	68,914.00	73,116.00
30-1-6000-1002	SALARIES - OVERTIME	1,911.36	9,000.00	4,603.64	4,396.36
30-1-6000-1010	INCENTIVE	0	9,700.00	0	9,700.00
30-1-6000-2001	FICA	4,319.91	12,296.00	5,620.30	6,675.70
30-1-6000-2003	RETIREMENT	5,688.42	30,267.00	11,876.66	18,390.34
30-1-6000-2005	MEDICAL PLANS	8,978.72	27,600.00	15,221.80	12,378.20
30-1-6000-2006	GROUP LIFE INSURANCE	345.07	1,903.00	416.31	1,486.69
30-1-6000-2007	DISABILITY INSURANCE	299.52	530.00	449.70	80.30
30-1-6000-2009	UNEMPLOYMENT INSURANCE	14.70	30.00	22.11	7.89
30-1-6000-2010	WORKERS COMPENSATION	1,581.00	3,590.00	1,408.00	2,182.00
30-1-6000-2012	UNIFORMS	732.75	1,600.00	0	1,600.00
30-1-6000-2013	CLOTHING ALLOWANCE	0	600.00	450.00	150.00
30-1-6000-3004	REPAIRS AND MAINTENANCE	73,615.62	152,994.00	83,688.34	69,305.66
30-1-6000-3010	CONTRACT/TESTING SERVICES	2,391.83	6,500.00	4,967.60	1,532.40
30-1-6000-3015	ENGINEERING	0	5,000.00	551.90	4,448.10
30-1-6000-5100	ELECTRICAL SERVICE	2,224.11	3,500.00	3,071.81	428.19
30-1-6000-5203	TELECOMMUNICATIONS	442.75	1,200.00	1,630.14	-430.14
30-1-6000-5204	CELLULAR/MOBILE COMMUNICATION	88.44	0.00	0	0.00
30-1-6000-5309	PROPERTY INSURANCE	4,692.00	6,600.00	6,371.00	229.00
30-1-6000-5408	VEHICLE & EQUIP. MAINTENANCE	1,898.95	2,500.00	2,083.88	416.12
30-1-6000-5411	FUEL EXPENSE	2,299.06	5,000.00	1,908.94	3,091.06
30-1-6000-5413	VA DEPT OF HEALTH FEES	7,842.00	8,000.00	7,842.00	158.00
30-1-6000-5504	TRAVEL - MEETINGS/EDUCATION	694.09	2,000.00	518.99	1,481.01
30-1-6000-5700	WATER TANK MAINTENANCE	73,685.00	80,000.00	76,116.61	3,883.39
30-1-6000-5803	HEPATITIS SHOTS/DRUG TEST/DMV	280.00	0.00	0	0.00
30-1-6000-5804	DEPARTMENTAL SUPPLIES	0	200.00	0	200.00
30-1-6000-5805	SAFETY/PROTECTIVE EQUIP.	222.49	600.00	300.00	300.00
30-1-6000-5806	BUSINESS INCENTIVE EXPENSE	0	100,000.00	10,000.00	90,000.00
30-1-6000-5807	NORTHSIDE INFRASTRUCTURE	0	4,450,000.00	9,113.88	4,440,886.12
30-1-6000-5897	AMERICAN RESCUE PLAN ACT EXPENSES	605,093.94	400,000.00	814,166.47	-414,166.47
30-1-6000-7009	CAPITAL OUTLAY	0	1,222,500.00	249,935.60	972,564.40
30-1-6000-7050	WATER PURCHASES - RRSA	659,565.13	1,300,000.00	681,725.31	618,274.69
30-1-6000-7804	DEBT SERVICE	201,824.94	365,478.00	334,453.79	31,024.21
<b>6000 WATER DISTRIBUTION SYSTEMS</b>		<b>1,715,745.11</b>	<b>8,351,218.00</b>	<b>2,397,428.78</b>	<b>5,953,789.22</b>

# INCOME/EXPENSE REPORT

## FEBRUARY 2025

Account Id	Account Description	Prior Period	Budget	YTD	Balance
30-1-6050-0000	SEWER COLLECTION SYSTEM	0	0	0	0
30-1-6050-1000	SALARIES	71,832.16	142,030.00	94,752.43	47,277.57
30-1-6050-1002	SALARIES - OVERTIME	2,719.79	9,000.00	6,235.59	2,764.41
30-1-6050-2001	FICA	5,606.89	11,554.00	7,637.88	3,916.12
30-1-6050-2003	RETIREMENT	7,645.63	30,267.00	15,531.69	14,735.31
30-1-6050-2005	MEDICAL PLANS	11,547.78	27,600.00	17,823.67	9,776.33
30-1-6050-2006	GROUP LIFE INSURANCE	445.22	1,903.00	580.09	1,322.91
30-1-6050-2007	DISABILITY INSURANCE	399.78	530.00	443.78	86.22
30-1-6050-2009	UNEMPLOYMENT INSURANCE	24.24	30.00	21.60	8.40
30-1-6050-2010	WORKERS COMPENSATION	609.00	1,410.00	580.00	830.00
30-1-6050-2012	UNIFORMS	254.25	1,600.00	0	1,600.00
30-1-6050-2013	CLOTHING ALLOWANCE	0	600.00	300.00	300.00
30-1-6050-3004	REPAIRS & MAINTENANCE	69,350.67	110,000.00	83,849.18	26,150.82
30-1-6050-3015	ENGINEERING	7,140.96	20,000.00	11,637.00	8,363.00
30-1-6050-5100	ELECTRICAL SERVICE	18,007.34	30,000.00	22,633.09	7,366.91
30-1-6050-5203	TELECOMMUNICATIONS	200.05	500.00	280.07	219.93
30-1-6050-5309	PROPERTY INSURANCE	4,071.00	5,500.00	4,120.00	1,380.00
30-1-6050-5408	VEHICLE & EQUIP. MAINTENANCE	9,025.38	12,000.00	10,550.83	1,449.17
30-1-6050-5411	FUEL EXPENSE	5,797.32	10,000.00	8,421.15	1,578.85
30-1-6050-5504	TRAVEL - MEETINGS/EDUCATION	0	3,800.00	0	3,800.00
30-1-6050-5804	DEPARTMENTAL SUPPLIES	0	200.00	483.59	-283.59
30-1-6050-5805	SAFETY/PROTECTIVE EQUIP.	115.04	600.00	99.97	500.03
30-1-6050-5806	NORTHEAST SEWER PROJECT	0	0.00	2,873.04	-2,873.04
30-1-6050-5897	AMERICAN RESCUE PLAN ACT EXPENSES	0	0.00	11,170.98	-11,170.98
30-1-6050-7009	CAPITAL OUTLAY	293,200.40	4,041,643.00	406,972.34	3,634,670.66
30-1-6050-7804	DEBT SERVICE	300,345.96	543,886.00	563,033.14	-19,147.14
	<b>6050 SEWER COLLECTION SYSTEM</b>	<b>808,338.86</b>	<b>5,004,653.00</b>	<b>1,270,031.11</b>	<b>3,734,621.89</b>
30-1-6940-8600	TRANSFER TO OTHER FUNDS	53,307.50	81,250.00	0	81,250.00
	<b>6940 Total</b>	<b>53,307.50</b>	<b>81,250.00</b>	<b>0.00</b>	<b>81,250.00</b>

# INCOME/EXPENSE REPORT

## FEBRUARY 2025

Account Id	Account Description	Prior Period	Budget	YTD	Balance
30-1-7000-0000	WASTEWATER TREATMENT PLANT	0	0	0	0
30-1-7000-1000	SALARIES	182,764.88	329,172.00	209,247.66	119,924.34
30-1-7000-1002	SALARIES - OVERTIME	394.37	2,000.00	354.95	1,645.05
30-1-7000-1004	SALARIES - PART TIME	5,313.97	11,000.00	5,060.91	5,939.09
30-1-7000-2001	FICA	14,354.51	26,176.00	16,335.59	9,840.41
30-1-7000-2003	RETIREMENT	20,600.30	70,147.00	37,812.88	32,334.12
30-1-7000-2005	MEDICAL PLANS	24,829.67	46,000.00	31,797.12	14,202.88
30-1-7000-2006	GROUP LIFE INSURANCE	1,207.48	4,411.00	1,308.09	3,102.91
30-1-7000-2007	DISABILITY INSURANCE	1,022.77	1,600.00	1,097.61	502.39
30-1-7000-2009	UNEMPLOYMENT INSURANCE	45.07	80.00	37.18	42.82
30-1-7000-2010	WORKERS COMPENSATION	1,941.00	4,280.00	2,674.00	1,606.00
30-1-7000-2012	UNIFORMS	0	300.00	0	300.00
30-1-7000-2013	CLOTHING ALLOWANCE	0	1,500.00	600.00	900.00
30-1-7000-3004	REPAIRS & MAINTENANCE	88,660.09	175,000.00	61,267.04	113,732.96
30-1-7000-3010	CONTRACT/TESTING SERVICES	13,197.10	35,000.00	15,757.20	19,242.80
30-1-7000-3012	LEGAL EXPENSES	0	20,000.00	0	20,000.00
30-1-7000-3015	ENGINEERING	0	50,000.00	25,000.00	25,000.00
30-1-7000-5100	ELECTRICAL SERVICE	62,863.97	146,771.00	49,576.90	97,194.10
30-1-7000-5203	TELECOMMUNICATIONS	1,733.94	3,950.00	1,830.16	2,119.84
30-1-7000-5204	CELLULAR/MOBILE COMMUNICATION	96.86	0.00	0	0.00
30-1-7000-5309	PROPERTY INSURANCE	14,724.00	16,800.00	20,481.00	-3,681.00
30-1-7000-5405	CLEANING & JANITORIAL	174.88	500.00	234.34	265.66
30-1-7000-5408	VEHICLE & EQUIP. MAINTENANCE	1,769.88	5,000.00	507.62	4,492.38
30-1-7000-5411	FUEL EXPENSE	6,350.34	15,000.00	5,443.22	9,556.78
30-1-7000-5413	DEQ FEES	10,960.30	11,000.00	10,886.00	114.00
30-1-7000-5415	CHEMICALS	12,502.84	22,000.00	8,878.00	13,122.00
30-1-7000-5416	LAB SUPPLIES	5,030.31	11,000.00	5,792.62	5,207.38
30-1-7000-5419	DISPOSAL EXPENSE	35,756.86	60,000.00	30,650.53	29,349.47
30-1-7000-5504	TRAVEL - MEETINGS/EDUCATION	1,452.83	7,000.00	1,087.65	5,912.35
30-1-7000-5804	DEPARTMENTAL SUPPLIES	1,095.50	2,000.00	1,050.77	949.23
30-1-7000-5805	SAFETY/PROTECTIVE EQUIP.	619.43	2,000.00	265.83	1,734.17
30-1-7000-7009	CAPITAL OUTLAY	117,042.00	40,000.00	0	40,000.00
30-1-7000-7804	DEBT SERVICE	64,608.24	116,997.00	123,477.74	-6,480.74
<b>7000 WASTEWATER TREATMENT PLANT</b>		<b>691,113.39</b>	<b>1,236,684.00</b>	<b>668,512.61</b>	<b>568,171.39</b>
<b>WATER &amp; SEWER FUND Expenditure Totals</b>		<b>3,268,504.86</b>	<b>14,673,805.00</b>	<b>4,335,972.50</b>	<b>10,337,832.50</b>



# INCOME/EXPENSE REPORT

## FEBRUARY 2025

Account Id	Account Description	Prior Period	Budget	YTD	Balance
60-2-0000-0001	SALES	12,800.00	4,000.00	800.00	-3,200.00
	<b>CEMETERY Revenue Totals</b>	<b>12,800.00</b>	<b>4,000.00</b>	<b>800.00</b>	<b>-3,200.00</b>
60-0-0000-0000	CEMETERY FUND	0	0	0	0
60-1-0000-0000	CEMETERY	0	0	0	0
60-1-0004-5408	CEMETERY MAINTENANCE	604.00	4,000.00	0	4,000.00
	<b>0004 Total</b>	<b>604.00</b>	<b>4,000.00</b>	<b>0.00</b>	<b>4,000.00</b>
	<b>CEMETERY Expenditure Totals</b>	<b>604.00</b>	<b>4,000.00</b>	<b>0.00</b>	<b>4,000.00</b>

# INCOME/EXPENSE REPORT

## FEBRUARY 2025

Account Id	Account Description	Prior Period	Budget	YTD	Balance
70-2-1100-0000	NICKS LANE AREA PLANNING GRANT	0	919,050.00	0	-919,050.00
70-2-1100-3001	NICKS LANE AREA HOUSING REHAB GRANT	0	0.00	41,134.64	41,134.64
<b>NICKS LANE Revenue Totals</b>		<b>0.00</b>	<b>919,050.00</b>	<b>41,134.64</b>	<b>-877,915.36</b>
70-1-0004-5408	NICKS LANE AREA HOUSING REHAB GRANT	0	919,050.00	29,357.32	889,692.68
<b>0004 Total</b>		<b>0.00</b>	<b>919,050.00</b>	<b>29,357.32</b>	<b>889,692.68</b>
70-1-2200-0000	NICKS LANE AREA PLANNING GRANT	0	0	0	0
70-1-2200-3000	ADMINISTRATION	23,300.00	0.00	0	0.00
70-1-2200-3008	ENGINEERING	15,000.00	0.00	0	0.00
70-1-2200-3013	REHAB SPECIALIST	3,250.00	0.00	0	0.00
<b>2200 NICKS LANE AREA PLANNING GRANT</b>		<b>41,550.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
<b>NICKS LANE Expenditure Totals</b>		<b>41,550.00</b>	<b>919,050.00</b>	<b>29,357.32</b>	<b>889,692.68</b>

Items for Approval  
Town Council Meeting  
February 10, 2025

1. Town Manager Report
  - a. Police Department Renovations
  - b. Town Hall Update
  
2. Director of Municipal Services Report
  - a. IFB 2025-01: Asphalt Overlay and Traffic Marking Bids

# Agenda Item A

To: Mayor and Town Council  
From: Town Manager  
Date: March 10, 2025  
Re: Request for Proposals – Police Department Renovation

Staff issued a Request for Proposals seeking proposals from qualified professional firms interested in providing professional architectural, engineering and related services to renovate the building located at 111 E. Danville Street into a new Police Department facility within the downtown, and received three proposals from:

- Moseley Architects
- Architectural Partners
- De Stafano Architecural Group, P.C.

The proposals were reviewed by staff, including the Police Chief, and assessed based on criteria such as experience with Virginia municipalities and related projects, specifically law enforcement facilities. We also contacted references to obtain information on the quality and timeliness of performance on previous projects, the professionalism and qualifications of the Offeror's team, the ability to stay within the project budget, and other relevant factors related to the Offeror's capacity to perform under the RFP contract.

Staff recommends Council accept the proposal submitted by Moseley Architects and authorize the Town Manager to negotiate a contract with Moseley Architects.

## **Recommended Motion**

I move to accept the proposal from Moseley Architects to facilitate the renovation of 111 E. Danville Street for the purpose of the future Police Department.

# Agenda Item A

To: Mayor and Town Council  
From: Director of Municipal Services  
Date: March 10, 2025  
Re: Asphalt Milling, Overlay, and Traffic Marking Project

Sealed bids were received at the Town Hall at 2:00 p.m. on Wednesday, February 26, 2025, for IFB 2025-01: Asphalt Overlay and Traffic Marking as indicated on the following Bid Form pages.

Two bids were submitted:

- Colony Construction, Inc. submitted a bid price of \$854,777.10
- Brunscome, submitted a bid price of \$879,084.90

This project is the only street overlay during FY24-25.

## **Recommended Motion**

I move to award the bid for asphalt milling, overlay, and traffic marking to Colony Construction, Inc. at the base bid price of \$854,777.10.

## **Section I - Advertisement**

Sealed bids will be received by the Town of South Hill, Virginia at the South Hill Town Hall, 211 South Mecklenburg Avenue, South Hill, VA 23970 for IFB FY 25-01: Asphalt Overlay and Traffic Marking at 2:00 p.m. on **Wednesday February 26, 2025**. Performance and payment bonds will be required of the successful bidder.

A bid bond of 5% of the total bid will be required.

The work consists of the asphalt milling, overlay, and traffic marking on the streets noted in the Bid Form on page 26 of the bid packet. On the date and time specified above, the bids will be opened and read aloud.

Copies of the bid forms and specifications are available from the Administrative Offices of the Town of South Hill at the above address, or by calling (434) 447-3191 during normal business hours (8:30 a.m. - 5:00 p.m. M-F, except holidays).

The Town of South Hill reserves the right to reject any and all bids or to accept the bid which, in its judgment, will be in its best interest.

**NO BID MAY BE WITHDRAWN FOR A PERIOD OF FORTY-FIVE (45) DAYS  
SUBSEQUENT TO THE DATE OF THE BID OPENING.**

Any bid may be withdrawn PRIOR to the scheduled time for bid opening or authorized postponement thereof.

**Envelopes shall be clearly marked on the outside “Sealed Bid” and show the IFB number, IFB subject, opening time, opening date, and Contractor’s registration number. The Town will NOT accept emailed or faxed bid packages. Bids that are emailed or faxed will be destroyed and not considered as a responsive bid.**

Bids shall be submitted **IN DUPLICATE** to:

Town of South Hill  
Attn: C J Dean  
211 S. Mecklenburg Avenue  
South Hill, VA 23970

PUBLICATION: The News Progress

## Section VII - Bid Form (Two Pages)

Location & Description of Work	Length x Width Feet	Depth Inches	Est. Tons Asphalt	Type of Asphalt	Mill. Est. Sq. Yards	Arrows	Centerline Striping L. F. @ 4"	White Line Edge of Road & turning Lane LF.@4"	Stop Bar L.F.
Plank Road from Danville Street to Opie Road	2225 x 37	2.0	1050	SM 9.5	9250		4450		35
Thomas St. from West Atlantic Street to Buena Vista Circle	2925 x 38	2.0	1450	SM 9.5	13000		5850		20
Clayton Road beginning to end entire Road	530 x 25	2.0	200	SM 9.5	1525				
Forest Hill Drive from Thomas Str to Sunset Lane	490 x 30	2.0	220	SM 9.5	1700				
High Street from Thomas Street to Sunset Lane	530 x 35	2.0	260	SM 9.5	2150		1060		
Durant Street from Thomas Street to dead end	980 x 30	2.0	410	SM 9.5	3325				
Ridge Avenue from High Street to Durant Street	375 x 38	2.0	210	SM 9.5	1650				
Graymont Street from Chaptico Road to Durant St	715 x 21	2.0	210	SM 9.5	1725				
Brace Lane from Graymont Street to Durant Street	557 x 38	2.0	310	SM 9.5	2425				
EST Totals			4295 Tons	SM 9.5	36,750 yd 0-2"		11,360 centerline		55'

*Repaving of Streets IFB 2025-1*

South Hill, VA- February 26, 2025, at 2 PM

[illegible]



		Colony unit bid	Colony total		Branscome unit bid	Branscome Total
Mobilization/Traffic Control	Lump Sum	\$ 99,826.15	\$ 99,826.15		\$ 71,976.50	\$ 71,976.50
0-2" Milling	36,750 yds	\$ 3.00	\$ 110,250.00		\$ 5.48	\$ 201,390.00
2-4" Milling	1 yd	\$ 10.00	\$ 10.00		\$ 59.40	\$ 59.40
Paving IM 19.5	1 Ton	\$ 175.00	\$ 175.00		\$ 667.00	\$ 667.00
Paving SM 9.5	4,295 Tons	\$ 147.00	\$ 631,365.00		\$ 137.25	\$ 589,488.75
Centerline Striping	11,360 ft	\$ 0.95	\$ 10,792.00		\$ 1.12	\$ 12,723.20
Parking Striping	1 ft	\$ 3.00	\$ 3.00		\$ 3.55	\$ 3.55
Turning Lane Striping	1 ft	\$ 0.95	\$ 0.95		\$ 1.15	\$ 1.15
No Parking yellow	1 ft	\$ 350.00	\$ 350.00		\$ 412.45	\$ 412.45
single arrow	1 each	\$ 195.00	\$ 195.00		\$ 229.80	\$ 229.80
Three way Arrow	1 each	\$ 395.00	\$ 395.00		\$ 465.50	\$ 465.50
Double Arrow	1 each	\$ 295.00	\$ 295.00		\$ 347.65	\$ 347.65
Crosswalks	1 ft	\$ 20.00	\$ 20.00		\$ 23.60	\$ 23.60
Stop Bars	55 ft	\$ 20.00	\$ 1,100.00		\$ 23.57	\$ 1,296.35
			\$ 854,777.10			\$ 879,084.90

Reports to Accept as Presented  
Town Council Meeting  
February 10, 2025

1. Town Manager Report
  - a. Facilities Reservation Calendar
2. Police Report
3. Municipal Services Report
4. Parks, Facilities, and Grounds Report
5. Code Compliance Report
  - a. Monthly Report
  - b. Dilapidated Properties
6. Business Development Report
7. Human Resources Report

# Agenda Item A

To: Mayor and Town Council  
From: Town Manager  
Date: March 10, 2025  
Re: Facilities Reservation Calendar

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

This item is for Council information only. No action is required.

## South Hill Facilities Reservation Record 2024

<u>DATE</u>	<u>GROUP</u>	<u>PURPOSE</u>	<u>ATTENDANCE</u>	<u>TIME</u>	<u>VENUE</u>
2/22/2025	SOUTH HILL CHAMBER OF COMMERCE	TEAZE CONCERT		ALL DAY	SOUTH HILL EXCHANGE
3/13/2025	SOUTH HILL CHAMBER OF COMMERCE	SUMMER CONCERT - BACK UP FOR WEATHER		ALL DAY	CENTENNIAL AMPHITHEATER & SOUTH HILL EXCHANGE
3/15/2025	THE LONGBEARDS (NICHOLAS BROWN)	FUNDRAISER FOR 501C3 GROUP/ORGANIZATION	500>	3PM	SOUTH HILL EXCHANGE
3/21/2025	MECKLENBURG CANCER ASSOCIATION	SHAGGING FOR A CAUSE			SOUTH HILL EXCHANGE
3/22/2025	MECKLENBURG CANCER ASSOCIATION	SHAGGING FOR A CAUSE		ALL DAY	SOUTH HILL EXCHANGE
3/29/2025	SOUTH HILL CHAMBER OF COMMERCE	BACK UP DATE FOR TEAZE CONCERT		ALL DAY	SOUTH HILL EXCHANGE
4/4/2025	SHVFD LADIES AUXILIARY	HOP & SHOP		ALL DAY	SOUTH HILL EXCHANGE
4/10/2025	SOUTH HILL CHAMBER OF COMMERCE	SUMMER CONCERT - BACK UP FOR WEATHER		ALL DAY	CENTENNIAL AMPHITHEATER & SOUTH HILL EXCHANGE
5/4/2025	BETTY TESTERMAN	LULAPALOOZA (FAMILY REUNION)	60?	9:30AM-6PM	CENTENNIAL PAVILION
5/17/2025	SOUTH HILL CHAMBER OF COMMERCE	SUMMER CONCERT - BACK UP FOR WEATHER		ALL DAY	CENTENNIAL AMPHITHEATER & SOUTH HILL EXCHANGE
5/24/2025	INDIA ROGERS	FAMILY REUNION	50	ALL DAY	CENTENNIAL PAVILION
5/31/2025	HATTIE FARRAR	BIRTHDAY PARTY	40	930AM-UNTIL	CENTENNIAL PAVILION
6/12/2025	SOUTH HILL CHAMBER OF COMMERCE	SUMMER CONCERT - BACK UP FOR WEATHER		ALL DAY	CENTENNIAL AMPHITHEATER & SOUTH HILL EXCHANGE
6/21/2025	DETRA MEREDITH	FAMILY REUNION	100-150	10AM-3PM	CENTENNIAL PAVILION
7/12/2025	TAMMY ROBINSON-WHITE	FAMILY REUNION	50-100	10AM-5PM	CENTENNIAL PAVILION
7/19/2025	WHITTLE GROVE BAPTIST CHURCH	CHURCH OUTING	75-100	10AM	CENTENNIAL PAVILION
7/26/2025	ANNETTE RICHARDSON	FAMILY GET TOGETHER	50	2PM-8PM	CENTENNIAL PAVILION
8/3/2025	TOMASINA COOK	FAMILY REUNION	75	9AM	CENTENNIAL PAVILION
8/30/2025	IDA FOUNTAIN/RASELA ZIPPARO	FAMILY REUNION	APPROX. 100	9AM	CENTENNIAL PAVILION
8/31/2025	ANNETTE RICHARDSON	FAMILY GET TOGETHER	50	2PM-8PM	CENTENNIAL PAVILION
9/13/2025	WHITTLE GROVE BAPTIST CHURCH	CHURCH OUTING	75	ALL DAY	CENTENNIAL PAVILION
9/19/2025	SOUTHSIDE VA QUAIL FOREVER	BANQUET	200	5PM-10:30PM	SOUTH HILL EXCHANGE
11/13/2025	R.T. ARNOLD LIBRARY	HOLIDAZY BAZAAR	???	ALL DAY	SOUTH HILL EXCHANGE
11/14/2025	R.T. ARNOLD LIBRARY	HOLIDAY BAZAAR	???	ALL DAY	SOUTH HILL EXCHANGE
11/15/2025	R.T. ARNOLD LIBRARY	HOLIDAY BAZAAR	???	ALL DAY	SOUTH HILL EXCHANGE

South Hill Facilities Reservation Record 2024

<u>DATE</u>	<u>GROUP</u>	<u>PURPOSE</u>	<u>ATTENDANCE</u>	<u>TIME</u>	<u>VENUE</u>
5/17/2025	SOUTH HILL CHAMBER OF COMMERCE	EVENT	???	ALL DAY	MARKET SQUARE



# South Hill Police Department

103 S. Brunswick Avenue  
South Hill, Virginia 23970



Greg Geist, Chief of Police



Police Report  
February 2025

Activity:	Feb 25	Feb 24	Jan 25
• Traffic Stops	122	195	129
• Traffic Summons Issued	93	172	94
• DUI Arrests	6	8	5
• Reportable/Non-Reportable Vehicle Crashes	25	10	23
<b>Criminal Reports:</b>			
○ Larcenies Reported	8	18	8
○ Larcenies Cleared	3	17	4
○ Assaults Reported	6	9	7
○ Assaults Cleared	6	9	7
○ Break Ins Reported	0	1	0
○ Break Ins Cleared	0	1	0
○ Murders	0	0	0
○ Murders Cleared	0	0	0
○ Rapes Reported	0	0	0
○ Rapes Cleared	0	0	0



434-447-3104

Service

Honor



Pride



434-955-2101

Dedication

○ Robberies (Attempts) Reported	0	0	0
○ Clear	0	0	0
○ Arsons Reported	0	0	0
○ Arsons Cleared	0	0	0
○ Other Reportable Offenses	19	26	15
○ All Other Reportable Offenses Cleared	14	21	13

<b>Calls for Service:</b>	<b>Feb 25</b>	<b>Feb 24</b>	<b>Jan 25</b>
• Alarms	21	21	20
• Animal Complaints	9	15	16
• Disturbance Calls	26	18	21
• Police Escorts Business/Funeral	24	16	20
• 911 Hang Up Calls/Open Lines	14	32	28
• Vehicle Unlockings	27	51	32
• Vandalisms	1	3	3
• All Other Calls for Service	774	989	1078
• Total Calls for Service	896	1145	1218
• Property Reported Stolen	\$56086	\$7950	\$77876
• Property Recovered	\$35105	\$2856	\$140850

<b>Miscellaneous:</b>			
• Court	14.5	9	12
• Training Hours	62	124	138
• Warrants Issued/Served	56	61	34
• Inoperative Vehicles Tagged	1	2	25
• Inoperative vehicles Tagged YTD	26	3	25

### **Administrative News**

**The following completed training in February 2025:**

- **Cpl. Russ Inge – Firearms Instructor Apprenticeship – Training Academy**
- **Donna Burch – Security & Privacy: Security Role (online)**
- **Cpl. John Childers – VCIN Limited Access Recertification (online)**
- **Joanna Fitts – Security & Awareness Privacy – General (online)**
- **Donna Burch – DCJS Pending Asset Report Training - virtual**

# Agenda Item A

To: Mayor and Town Council  
From: Director of Municipal Services  
Date: March 10, 2025  
Re: Municipal Services Projects

The installation of the new service lines to each meter from the new water mains has begun to pick up some momentum, but multiple water leaks, equipment breakdowns, and winter weather have not allowed crews to install the service lines before now. The service lines must be installed prior to the repaving of the area.

Again this month water leaks continued to be an issue and were repaired on small lines and older lines.

Two events during February required numerous tons of salt to be down on the Town streets due to the winter weather precipitation.

While some easement agreements have been obtained, certain easement agreements are more difficult due to the title difficulty. Easements being sought for the the Northeast water line project from Thompson Street to Alpine Road. Once easements are obtained, the projects can move to the bidding phase and then construction.

This item is for Council information only. No action is required.



# Agenda Item A

To: Mayor and Town Council  
From: Parks/Facilities  
Date: March 10, 2025  
Re: Monthly Update

- The new Playground at Centennial is waiting on two separate surfacing installations, one is a repair. This is been an ongoing issue because of the weather but will be handled as soon as possible. We have also obtained prices for fencing to go around both playgrounds at Centennial Park, giving us two accessible entrances from our sidewalks.
- The new basketball court at Parker Park is coming along. Smiley's Construction has completed the ground work that consisted of adding drainage and stone for compaction in preparation for asphalt. The paving will be done by Smiley's Construction and we are shooting for Mid-March. The fencing will be completed by Hercules Fence company and will be accomplished after the paving. The last step is the surfacing, installation of goals, cans, benches, and painting of the lines. This will be accomplished by Play Hardscapes out of the Roanoke, VA area. Everything should be under budget and completed in June.
- The new handicap ramp at the Parker Park baseball complex was completed this past week. The company needed to return to complete the railings on the ramp before it was usable.
- The Town Hall is moving along and mold remediation should be completed in full by the end of March. Then we are scheduled to repair the roof and add the new HVAC system simultaneously. Howerton will be doing the roof repairs and Southern Air will be doing the new HVAC system, they will work together. The HVAC system is designed for the current floor plan of Town Hall and will consist of 9 separate 2-5 ton units at various locations throughout the building. The roof will consist of a foam base layer with insulation under it that meets code. This will eliminate insulation above the ceiling and provide a cleaner area. This process has a 20 year warranty and saves us from a total roof replacement.
- The Town Manager, Code Compliance Official, and I met with B&B and Kilian Engineering to get a jump on bid preparation for the Town Hall renovations. We hope to have a bid together sometime around the end of May to get the renovation of the entire Town Hall moving forward.
- A new HVAC unit is being installed at the Library, it is the oldest of the seven units that are on site. This is being completed by Bryant Thomas and has been in the works since the fall. All of the equipment is on site at our town shop and waiting for installation.
- We are currently working on budgets for the 25/26 calendar year with more improvements to the parks and facilities. This could include lighting in new areas as well as upgraded lighting at Centennial and Parker Park, new volleyball courts, and of course Town Hall renovations.

***This item is for Council information only. No action is required.***

PERMIT AND INSPECTION REPORT FOR : February 2025

	INSPECTIONS	PERMITS	FEEES
BUILDING	21	8	\$4,719.51
MECHANICAL	4	1	\$5,100.00
PLUMBING	7	2	\$51.00
ELECTRICAL	13	5	\$5,099.75
FIRE PROT	0	0	\$0.00
SIGN	12	0	\$0.00
LAND DIST	0	1	\$30.60
<b>TOTALS</b>	<b>57</b>	<b>17</b>	<b>\$15,000.86</b>

RECAP OF EXEMPT PERMITS:

TYPE OF PERMIT	\$ THIS MONTH	\$ YTD
UEZ	\$0.00	\$0.00
REHAB	\$232.05	\$232.05
GENERAL	\$0.00	\$0.00

<b>WORK VALUE</b>	<b>\$4,638,225.00</b>	<b>\$9,931,840.00</b>
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<b>FYTD</b>	<b>Fees</b>	<b>\$54,520.27</b>	<b>Work Value</b>	<b>\$13,718,889.37</b>
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**NEW BUSINESSES IN TOWN OF SOUTH HILL**

**2/1/2025 – 2/28/2025**

Hart to Hart Treasures – 935 W. Atlantic Ave. – Retail

Range: First to Last		Range of Building Codes: First to Last							
Activity Date Range: 02/01/25 to 02/28/25		Activity Type Range: First to Last							
Application Id	Insrt/Dc-Blk/Lot	Property Location	Owner Name	Phone	Permit No				
Building Code	Activity Type	Inspector	Date	Start Time	End Time	Actual Time	Status		
5720	078A16-A-016		1016 WEST DANVILLE STREET			YEATTES MICHAEL K			23-00237
SIGN	CLOSED PERMIT		02/12/25			PASS			
5856	078A18-A-040		903 EAST ATLANTIC STREET			BNE RESTAURANT GROUP IV LLC			24-00027
SIGN	CLOSED PERMIT		02/11/25			PASS			
5876	078A08-01-A4		1472 N MECKLENBURG AVE			VFW POST NO 7166			24-00047
PLUMBING	CLOSED PERMIT		02/14/25			PASS			
5905	078A13-01-K-006		921 CHARLES STREET			TAYLOR CHARLES M & JOYCE P			24-00074
ELECTRICAL	CLOSED PERMIT		02/12/25			PASS			
5906	078A08-02-C4		255 UNION MILL ROAD			NEW HOPE BAPTIST CHURCH TRUSTEES:			24-00075
BUILDING	CLOSED PERMIT		02/14/25			PASS			
5922	097000-13-001		260 BUTTS STREET			MICROSOFT CORPORATION			24-00091
BUILDING	ELE ROUGH IN		02/04/25			PASS			
BUILDING	ELE ROUGH IN		02/06/25			PASS			
BUILDING	FOUNDATION INS		02/07/25			PASS			
BUILDING	UNDERGROUND STO		02/10/25			PASS			
BUILDING	HYDOR TEST		02/13/25			PASS			
BUILDING	FOUNDATION INS		02/24/25			PASS			
BUILDING	FOUNDATION INS		02/25/25			PASS			
BUILDING	FOUNDATION INS		02/26/25			PASS			
BUILDING	FOUNDATION INS		02/26/25			PASS			
BUILDING	HYDOR TEST		02/26/25			PASS			
5940	078A17-A-034		112 SOUTH BRUNSWICK AVENUE			FREEMAN SMITH LLC			24-00109
SIGN	CLOSED PERMIT		02/11/25			PASS			
5944	078A12-A-047		816 FOREST HILL DRIVE			WORSHAM SABRINA			24-00113
PLUMBING	CLOSED PERMIT		02/13/25			PASS			
5948	078A21-A-007		1321 WEST DANVILLE STREET			BIGGS DAVID K AND KAC INVESTMENTS L			24-00117
BUILDING	CLOSED PERMIT		02/12/25			PASS			

Application Id Building Code	Insrt/Dc-Blk/Lot Activity Type	Inspector	Property Location Date	Start Time	End Time	Owner Name Actual Time	Status	Phone	Permit No
5950 ELECTRICAL ELECTRICAL	097000-13-001 ELE ROUGH IN ELE ROUGH IN		260 BUTTS STREET 02/10/25 02/18/25			MICROSOFT CORPORATION PASS PASS			24-00119
5974 BUILDING	078A13-A-038 CLOSED PERMIT		703 LOMBARDY STREET 02/13/25			SOUTHSIDE COMMUNITY SERVI PASS			24-00143
5977 PLUMBING	078A13-04-001 CLOSED PERMIT		801 NORTH MECKLENBURG AVENU 02/11/25			KNOB HILL PROPERTIES LLC PASS			24-00146
5982 BUILDING	078A11-A-005 CLOSED PERMIT		321 RALEIGH AVE 02/14/25			TOWN OF SOUTH HILL PASS			24-00151
5983 MECHANICAL	078A11-A-005 CLOSED PERMIT		321 RALEIGH AVE 02/14/25			TOWN OF SOUTH HILL PASS			24-00152
6009 ELECTRICAL	078A15-A-015 CLOSED PERMIT		1224 WEST DANVILLE STREET 02/12/25			TRYSEAFood SOUTH LLC PASS			24-00181
6031 ELECTRICAL	078A17-16-001-003 CLOSED PERMIT		415 WEST DANVILLE STREET 02/12/25			HINMAN JACKIE L PASS			24-00203
6035 MECHANICAL	078A18-01-001 CLOSED PERMIT		313 FRANKLIN STREET 02/13/25			H G M & S LLC PASS			24-00207
6040 SIGN	078A13-A-036 CLOSED PERMIT		625 LOMBARDY STREET 02/13/25			DEAN SOUTH HILL LLC PASS			24-00212
6044 SIGN	078A11-03-012A CLOSED PERMIT		1022 WEST ATLANTIC STREET 02/11/25			FOOD LION LLC PASS			24-00216
6066 SIGN	078A24-A-005 CLOSED PERMIT		920 EAST ATLANTIC STREET 02/11/25			PARKER OIL CO INC PASS			24-00238
6076 SIGN	078A17-42-004-001B CLOSED PERMIT		120 SOUTH MECKLENBURG AVENU 02/11/25			HINES W O TESTAMENTARY TRUST PASS			24-00248
6084 PLUMBING	078A17-42-005-001C PLB ROUGH IN		123 SOUTH MECKLENBURG AVENU 02/24/25			ROBINSON BRUCE E & SPENCER FRANK T PASS			24-00256

Application Id Building Code	Insrt/Dc-Blk/Lot Activity Type	Inspector	Property Location Date	Start Time	End Time	Owner Name Actual Time	Status	Phone	Permit No
6095 SIGN	078A18-17-A4 CLOSED PERMIT		706 EAST ATLANTIC STREET 02/11/25			VANO MICHAEL & JOANNE LIVING TRUST PASS		(650)773-0988	24-00267
6115 SIGN	078A17-38-003 CLOSED PERMIT		205 WEST DANVILLE STREET 02/12/25			CITY OF REFUGE- SOUTH HILL INC PASS			24-00287
6132 BUILDING	078A12-A-085 FOOTING INS		410 NORTH THOMAS STREET 02/26/25			DELBOSQUE, JIMMY LEE & ANNETTE RICH PASS			24-00304
6134 BUILDING	078A17-42-001-013 FINAL INSPECTIO		120 WEST DANVILLE STREET 02/03/25			JONES J P PASS			24-00306
6143 PLUMBING	078A17-42-001-013 FINAL INSPECTIO		120 WEST DANVILLE STREET 02/03/25			JONES J P PASS			24-00315
6156 SIGN	078A11-03-012D CLOSED PERMIT		1016 WEST ATLANTIC STREET 02/11/25			HAYES JOSEPH M & HAYES JOSEPH M JR PASS			24-00328
6174 BUILDING	078A13-A-042 FINAL INSPECTIO		672 LOMBARDY ST 02/10/25			WHEELER, SANDRA PASS			24-00346
6177 MECHANICAL	078A13-A-042 FINAL INSPECTIO		672 LOMBARDY ST 02/10/25			INVESTMENT ASSOCIATES INC PASS			24-00349
6182 BUILDING	078A08-08-B CLOSED PERMIT		1850 NORTH MECKLENBURG AVENU 02/11/25			LOVE'S TRAVEL STOPS & COUNTRY STORE PASS			24-00354
6184 ELECTRICAL	078A12-03-011 FINAL INSPECTIO		808 WATKINS STREET 02/06/25			COLLINS ROBERT K F & COLLINS TERESA PASS			24-00356
6191 SIGN	078A18-A-042 FOUNDATION INS		58 HAMMER ST 02/18/25			WMS PROPERTIES LLC PASS			24-00363
6198 SIGN	078A13-02-001 CLOSED PERMIT		800 NORTH MECKLENBURG AVENU 02/11/25			CITIZENS COMMUNITY BANK PASS			25-00001
6199 MECHANICAL	078A06-19-045 FINAL INSPECTIO		108 HOLLYDALE LANE 02/07/25			JONES FREEMAN R JR & JONES WANDA O PASS			25-00002

Application Id Building Code	Insrt/Dc-Blk/Lot Activity Type	Inspector	Property Location Date	Start Time	End Time	Owner Name Actual Time	Status	Phone	Permit No
6202 ELECTRICAL	078A08-08-B ELEC FINAL		1850 NORTH MECKLENBURG AVENUE	02/11/25		LOVE'S TRAVEL STOPS & COUNTRY STORE	PASS		25-00005
6205 BUILDING BUILDING	078A13-01-K-003 FOOTING INS FINAL INSPECTIO		925 PACE DRIVE	02/25/25 02/26/25		CONDECIDO ROLANDO C & FORTUNATA S	PASS PASS	(434)604-0512	25-00008
6209 ELECTRICAL	078A06-A-015 ELEC FINAL		1303 VALLEY ROAD	02/05/25		DANIEL KENNETH M & DANIEL JOHN R	PASS		25-00012
6210 ELECTRICAL	078A17-A-025 ELE METER BASE		104 NORTH LUNENBURG AVENUE	02/03/25		HASH CEBERT J II	PASS		25-00013
6214 PLUMBING	078A17-53-002 PLB ROUGH IN		128 NORTH MECKLENBURG AVENUE	02/03/25		GWP DEVELOPERS LLC	PASS		25-00017
6215 ELECTRICAL	078A06-19-045 FINAL INSPECTIO		108 HOLLYDALE LANE	02/07/25		JONES FREEMAN R JR & JONES WANDA O	PASS		25-00018
6216 ELECTRICAL	078A12-45-004 FINAL INSPECTIO		316 CHAPTICO ROAD	02/04/25		FARRAR MARY ELIZABETH	PASS		25-00019
6218 PLUMBING	078A18-14-054A FINAL INSPECTIO		503 EAST MAIN STREET	02/07/25		SETTLE R BRUCE III	PASS		25-00021
6219 BUILDING	078A12-43-001 TANK-FOAM FILL		202 CHAPTICO ROAD	02/10/25		BARTON CHRISTOPHER WILLIAM	PASS		25-00022
6220 ELECTRICAL	078A25-01-004 FINAL INSPECTIO		1163 EAST ATLANTIC STREET	02/06/25		JLH PROPERTIES OF VIRGINIA V LLC	PASS		25-00023
6224 ELECTRICAL	078A12-A-006 ELEC FINAL		614 CHAPTICO ROAD	02/26/25		NEAL TERESA A	PASS		25-00027

March 4, 2025  
08:26 AM

TOWN OF SOUTH HILL  
Permit Activity Report by Application Id

Page No: 5

Application Id	Insrt/Dc-Blk/Lot	Inspector	Property Location		Owner Name		Phone	Permit No
Building Code	Activity Type		Date	Start Time	End Time	Actual Time		

Activity Type Totals:

CLOSED PERMIT:	24	ELE METER BASE:	1	ELE ROUGH IN:	4	ELEC FINAL:	3	FINAL INSPECTIO:	11
FOOTING INS:	2	FOUNDATION INS:	6	HYDOR TEST:	2	PLB ROUGH IN:	2	TANK-FOAM FILLE:	1
UNDERGROUND STO:	1								

Building Code Totals:

BUILDING:	21	ELECTRICAL:	13	MECHANICAL:	4	PLUMBING:	7	SIGN:	12
Total Activities:	57	Total Permits:	46						

Inspector Totals:

None: 57



March 4, 2025  
08:15 AM

TOWN OF SOUTH HILL  
Permit Fee Report by Permit No

Page No: 1

Range: First to Last Issue Date Range: 02/01/25 to 02/28/25

\*\*Indicates payment is in batch

Permit No	Issue Date	Insrt/Dc-Blk/Lot	Property Location	Alteration Cost	New Volume		BUILDING	ELECTRICAL	TOTAL
App Date	Owner Name		Work Type	Use Type	Additional Cost		FIRE	LAND DISTURB	MECHANICAL
Description of Work							PLUMBING	SIGN	
25-00007	02/10/25	078A17-A-159	105 FRANKLIN STREET	36,000.00	0	PAID:	204.00	0.00	204.00
01/15/25	SOUTH HILL UNITED METHODIST CHURCH	REPAIR ROOF	UNKNOWN		0.00		0.00	0.00	0.00
Repair roof over Sunday school section							0.00	0.00	
25-00011	02/12/25	078A20-01-008	1556 MONTGOMERY STREET	979,950.00	0	PAID:	0.00	4,997.75	4,997.75
01/28/25	SHALAG US INC	WIRING	F-1	Factory & Indust; Mod Hazard	0.00		0.00	0.00	0.00
Renovation of lighting, power and equipment power for existing plant							0.00	0.00	
25-00015	02/14/25	096000-16-001	PLANK RD	7,000.00	0	PAID:	58.75	0.00	58.75
01/29/25	SPARKMAN MICHAEL R & SPARKMAN SHERI	ADDITION			0.00		0.00	0.00	0.00
Construct a 12 x 40 pole shed							0.00	0.00	
25-00021	02/06/25	078A18-14-054A	503 EAST MAIN STREET	2,000.00	0	PAID:	0.00	0.00	25.50
02/06/25	SETTLE R BRUCE III	WATSEW LATERALS R-5	Res; 1 & 2 Family		0.00		0.00	0.00	0.00
Replace water line from house to meter							25.50	0.00	
25-00022	02/06/25	078A12-43-001	202 CHAPTICO ROAD	1,000.00	0	PAID:	40.80	0.00	40.80
02/06/25	BARTON CHRISTOPHER WILLIAM	TANK-FOAM FILL R-5	Res; 1 & 2 Family		0.00		0.00	0.00	0.00
ABATE 500 GALLON UNDERGROUND STORAGE TANK							0.00	0.00	
25-00023	02/06/25	078A25-01-004	1163 EAST ATLANTIC STREET	0.00	0	PAID:	0.00	25.50	25.50
02/06/25	JLH PROPERTIES OF VIRGINIA V LLC	RECONNECTION IN A-2	Assy; Restaurants,Nightclubs &		0.00		0.00	0.00	0.00
Reconnection Inspection							0.00	0.00	
25-00024	02/10/25	078A23-03-014A1	1024 NICKS LANE	41,500.00	0	WAIVED:	232.05	0.00	232.05
02/10/25	HITE JAMES RYAN				0.00		0.00	0.00	0.00
Replacing windows, doors and install handrail. Misc work for rehab							0.00	0.00	
25-00025	02/13/25	078A07-14-001	326 PETTUS DRIVE	10,000.00	0	PAID:	71.40	0.00	71.40
02/11/25	JONES JASON W	DRAIN TILES R-5	Res; 1 & 2 Family		0.00		0.00	0.00	0.00
Install 185 lnft of drain tile and 1 sump pump							0.00	0.00	
25-00026	02/12/25	078A21-A-007	1321 WEST DANVILLE STREET	514,673.00	0	PAID:	2,645.24	0.00	2,645.24
02/12/25	BIGGS DAVID K & KAC INVESTMENTS LL	ADDITION	M	Mercantile	0.00		0.00	0.00	0.00
Remodel							0.00	0.00	

March 4, 2025  
08:15 AM

TOWN OF SOUTH HILL  
Permit Fee Report by Permit No

Page No: 2

Permit No	Issue Date	Insrt/Dc-Blk/Lot	Property Location	Alteration Cost	New Volume	BUILDING	ELECTRICAL	TOTAL
App Date	Owner Name		Work Type	Use Type	Additional Cost	FIRE	LAND DISTURB	MECHANICAL
Description of Work						PLUMBING	SIGN	
25-00027	02/13/25	078A12-A-006	614 CHAPTICO ROAD	3,558.00	0	PAID:	0.00	25.50
02/12/25	NEAL TERESA A		ELECTRICAL SERV		0.00	0.00	0.00	0.00
Upgrading Panel box to 225 amp						0.00	0.00	
25-00028	02/13/25	078A07-14-001	326 PETTUS DRIVE	1,400.00	0	PAID:	0.00	25.50
02/13/25	JONES JASON W		WIRING	R-5	0.00	0.00	0.00	0.00
Installing one dedicated GFCI Outlet fsump pump				Res; 1 & 2 Family		0.00	0.00	
25-00029	02/26/25	078A11-04-015	1100 W. ATLANTIC ST	2,012,669.00	0	PAID:	1,627.92	0.00
02/14/25	NEWMAN HERBERT W SR RESIDUARY TRUST		NEW COMMERCIAL	M	0.00	0.00	0.00	1,627.92
Construct a new Dollar General				Mercantile		0.00	0.00	0.00
25-00030	02/25/25	078A20-01-008	1556 MONTGOMERY STREET	1,000,000.00	0	PAID:	0.00	0.00
02/24/25	COKER & ASSOCIATES OF SOUTH CAROLIN		HVAC SYSTEM	F-1	0.00	0.00	0.00	5,100.00
Install gas fired units, split systems				Factory & Indust; Mod Hazard		0.00	0.00	5,100.00
25-00031	02/26/25	078A15-05-2	1122 PLANK RD	13,475.00	0	PAID:	0.00	0.00
02/26/25	NEWMAN HERBERT W SR RESIDUARY TRUST		LAND DISTURBING	R-5	0.00	0.00	30.60	30.60
Clearing lot for new home				Res; 1 & 2 Family		0.00	0.00	0.00
25-00032	02/28/25	078A06-19-024	1555 VALLEY ROAD	10,000.00	0	PAID:	71.40	0.00
02/28/25	ARTHUR L MICHAEL JR & ARTHUR LISA C		POOL	UNKNOWN	0.00	0.00	0.00	71.40
Install inground pool						0.00	0.00	0.00
25-00033	02/28/25	078A06-19-024	1555 VALLEY ROAD	3,000.00	0	PAID:	0.00	25.50
02/28/25	ARTHUR L MICHAEL JR & ARTHUR LISA C		WIRING	UNKNOWN	0.00	0.00	0.00	0.00
Install electrical for new pool						0.00	0.00	
25-00034	02/28/25	078A17-20-K-003	708 GOODES FERRY ROAD	2,000.00	0	PAID:	0.00	0.00
02/28/25	PARKER CLARENCE I & ADELAIDE B		WATSEW LATERALS	R-5	0.00	0.00	0.00	25.50
Replace waterline from street to meter				Res; 1 & 2 Family		25.50	0.00	0.00

March 4, 2025  
08:15 AM

TOWN OF SOUTH HILL  
Permit Fee Report by Permit No

Page No: 3

Permit No	Issue Date	Insrt/Dc-Blk/Lot	Property Location	Alteration Cost	New Volume	BUILDING	ELECTRICAL	TOTAL
App Date	Owner Name		Work Type		Additional Cost	FIRE	LAND DISTURB	MECHANICAL
Description of Work			Use Type			PLUMBING	SIGN	
Grand Totals:				4,638,225.00	0	PAID:	4,719.51	15,000.86
						0.00	30.60	5,100.00
						51.00	0.00	
						WAIVED:	0.00	232.05
						0.00	0.00	0.00
						0.00	0.00	
					PERMIT COUNT:	8	5	17
						0	1	1
						2	0	

\*NOTE: This report contains only PAID & WAIVED fees.

TOWN OF SOUTH HILL  
DILAPIDATED PROPERTY LISTING  
AS OF FEBRUARY 2025

ADDRESS	OWNER	DESCRIPTION	LAST CONTACT	FOLLOW UP	VACANT (Y/N)	RENTER OR OWNER OCCUPIED
416 North Mecklenburg Avenue	House/Smith	rot, peeling paint, damaged rain gutters	01/2025	03/2025	NO	OWNER OCCUPIED
911 East Atlantic Street	Days Inn	electrical and plumbing issues Hotel has been shut down for repairs	02/2025	04/2025	YES	HOTEL
1287 West Danville Street	R. Thomas	roof, chimney, rotting woodwork, foundation masonry	08/2024	03/2025	YES	IN COURT
513 North Mecklenburg Avenue	Crutchfield	rot in fascia and windows	01/2025	04/2025	YES	RENTAL
202 Windsor Street	D. Helms	fascia, porch ceiling, porch columns	08/2024	03/2025	NO	OWNER OCCUPIED
416 Fairview Avenue	R. & A. Soyars	overgrowth, carport, trash/debris	02/2025	04/2025	NO	RENTAL
701 Virginia Street	Revis	rot in fascia and windows	01/2025	03/2025	YES	DECEASED OWNER NO WILL
104 East Virginia Street	S. & M. Townes	rot in fascia and windows, broken windows, fallen gutters	11/2024	03/2025	YES	RENTAL
106 East Virginia Street	S. & M. Townes	rot in fascia and windows, broken windows, fallen gutters	11/2024	03/2025	YES	RENTAL
326 West Atlantic Street	W. Hines; <b>SOLD</b>	collapsed roof, siding, fascia, rake boards, door & window woodwork	09/2024	03/2025	YES	FOR SALE
904 West Main Street	A. Harris & Others	rot in porch, fascia and windows. Roof issues.	02/2025	04/2025	YES	RENTAL
228 Clay Street	C. Purcell	rot in porch, fascia and windows, broken windows, missing siding	09/2024	03/2025	YES	RENTAL
704 Goodes Ferry Road	K. Bugg; <i>Listed for Sale</i>	rot in fascia and windows, peeling paint	01/2025	03/2025	NO	OWNER OCCUPIED
808 Virginia Avenue	K. Kelly	missing shingles, outbuildings, rotten siding, peeling paint	11/2024	03/2025	YES	RENTAL
211 East Atlantic Street	P. Duffer	painting windows/scraping paint	11/2024	06/2025	YES	RENTAL
400 Goodes Ferry Road	P. Duffer	rot in fascia and windows, peeling paint	11/2024	06/2025	NO	OWNER OCCUPIED
402 Goodes Ferry Road	P. Duffer	rot in fascia and windows, peeling paint	11/2024	06/2025	YES	RENTAL
315 West Danville Street	P. Duffer	building posted as unsafe	11/2024	06/2025	YES	RENTAL
1214 Plank Road	P. Duffer/Lake Gaston Soccer Association, Inc.	rot, front porch foundation, roof, unstable structure	11/2024	06/2025	YES	RENTAL
901 Goodes Ferry Road	W. Rook	siding and paint, roof, fascia, rake board, chimney	12/2024	06/2025	YES	RENTAL
510 Moseley Lane	B. Ashworth; <b>sold</b>	over grown lot, peeling paint, broken windows, wood rot	11/2024	03/2025	NO	OWNER OCCUPIED
110 North Mecklenburg Avenue	H. & S. Squire; <b>SOLD</b>	peeling paint, damaged awning covers	12/2024	04/2025	YES	FOR SALE
704 Robertson Street	S. Allen	peeling paint, rot in fascia and windows	12/2024	03/2025	NO	RENTAL
706 Robertson Street	S. Allen	peeling paint, rot in fascia and windows	12/2024	03/2025	NO	RENTAL
103 West Third Street	S. Allen	peeling paint, rot in fascia and windows	12/2024	03/2025	NO	RENTAL
101 West Third Street	S. Allen	peeling paint, rot in fascia and windows	12/2024	03/2025	NO	RENTAL
110 East Third Street	S. Allen	peeling paint, rot in fascia and windows	12/2024	03/2025	YES	RENTAL
108/110 East Second Street	S. Allen	peeling paint, rot in fascia and windows	12/2024	03/2025	NO	RENTAL
106 East Second Street	S. Allen	peeling paint, rot in fascia and windows	12/2024	03/2025	NO	RENTAL
456 Old Hwy 58	W. Thomas	roof, rot and paint, overgrowth	11/2024	03/2025	YES	MULTIPLE HEIR
120A/B North Matthews Street	AAR Investments	peeling paint	12/2025	03/2025	NO	RENTAL
212 Windsor Street	B. Jeffries	overgrowth, trash and debris, porsh, trim and shutters	11/2024	03/2025	YES	RENTAL
719 East Ferrell Street (Mecklenburg Manor)	Gateway Management Services, LLC	Upcoming renovation	01/2025	03/2025	NO	MULTIFAMILY
509 Pleasant Street	M. Schooler; <b>foreclosure</b>	tarp on roof, rot in fascia and windows, peeling paint	11/2024	03/2025	YES	RENTAL
1225 Plank Road	P. Duffer	broken windows, wood rot, porch damage, roof issues, peeling paint	11/2024	06/2025	YES	RENTAL
1217 Plank Road	P. Duffer	broken windows, peeling paint	11/2024	06/2025	YES	RENTAL
213 West Danville Street	P. Duffer	wood rot, peeling paint, broken windows	11/2024	06/2025	NO	LOST TREASURES
1003 Plank Road	Plank Property, LLC	peeling paint	11/2024	06/2025	NO	NEWMART BUILDERS
111 East Atlantic Street	Poe	<b>listed for sale</b>	01/2025	04/2025	YES	FOR SALE
703 North Mecklenburg Avenue	Rainey	peeling paint	01/2025	03/2025	NO	OWNER OCCUPIED
909 Plank Road	Windy Hills Property; J. Hayes	peeling paint	11/2023	03/2025	YES	RENTAL WAREHOUSE
701 Forest Hill Drive	Paul Duffer	collapsed rear deck, rot in fascia and windows, peeling paint	11/2024	06/2025	NO	RENTAL
507 North Mecklenburg	Crutchfield	Broken windows, roof leaks, peeling paint, wood rot, porch damage	01/2025	04/2025	NO	RENTAL
409 South Hill Ave	Feggins Funeral Home Inc.	Peeling paint, damaged rain gutter, damaged electrical service	09/2024	03/2025	NO	FEGGINS FUNERAL HOME
210 Park Lane	Taylor	Peeling paint, rotten wood, damaged chimneys	01/2025	04/2025	NO	VACANT

800 Goodes Ferry	S&S Mecklenburg	rusty water tanks, collapsed roof on out buildings	01/2025	04/2025	NO	Old BGF Building
607 Franklin Street	B. Champlain	Peeling paint, rotten wood, missing fascia metal, oxidation	02/2025	05/2025	NO	OWNER OCCUPIED

SECTION 106 UNSAFE STRUCTURES OR STRUCTURES UNFIT FOR HUMAN OCCUPANCY

**106.3.1 Vacating unsafe structure.** If the code official determines there is actual and immediate danger to the occupants or public, or when life is endangered by the occupancy of an unsafe structure, the code official shall be authorized to order the occupants to immediately vacate the unsafe structure.

**106.8 Emergency repairs and demolition.**

# Completed Dilapidated Properties

## Program Start Date: 4-16-2016

<i>Address</i>	<i>Owner</i>	<i>Notes</i>
412 South Hill Avenue	Twanda Feggins Walker	House removed/Lot cleared
207 North Mecklenburg Avenue	Debra Jeffries	House removed/Lot cleared
304 North Lunenburg Avenue	Charles Crowder/Joanne Bacon	Singlewide removed/Lot cleared
115 Coleman Lane	Stanley T Baskerville	House removed/Lot cleared
215 Dortch Lane	Roger & Patsy Poythress	House painted
1109 Halifax Street	Ola M Holmes Life Est	House removed/Lot cleared
1108 Halifax Street	Earnestine Hart	House removed/Lot cleared
209 East Atlantic Street	Judith Stanley	House painted
106 North Matthews Street	W O Hines	House removed/Lot cleared
635 West Virginia Street	G Rowley & Mary E Ferguson	House removed/Lot cleared
510 Ridgewood Avenue	Allen Lambert & Others	House repaired/Lot cleaned
103 East Third Street	Sam Allen	House repaired
802 West Atlantic Street	William Wills	House repaired
505 East Atlantic Street	Virginia Triplette	Lot cleaned
205 East Atlantic Street	Judith Stanley	House painted
209 East Atlantic Street	Judith Stanley	House repaired/ painted
132 Bedford Street	Jose Martinez	House removed
1106 Goodes Ferry Road	David Williams	Lot cleaned
1228 Halifax Street	Ronald Valentine	Singlewide removed
111 South Mecklenburg Avenue	Gwendolyn Williams	Work completed
307 Moseley Lane	Jeremiah Perry	Lot cleaned

# Completed Dilapidated Properties

## Program Start Date: 4-16-2016

513 North Mecklenburg Avenue	Melvin Crutchfield	House painted
110 South Main Street	George Brown	Building removed
114 North Matthews Street	Herbert Newman	Building removed
515 Meadow Street	Timothy Cooke	Work complete
305 Windsor Street	Herman Connell	House removed
1200 Halifax Street	Dorothy Talley	House removed
103 West Third Street	Sam Allen	House repaired
101 West Third Street	Sam Allen	House repaired
128 South Mecklenburg Avenue	Jimmy Martin	Building repaired
132 Bedford Street	Jose Martinez	Garage repaired
122 Clay Street	GTC Properties	Lot cleaned and cut
302 West High Street	Elleana Fielding	Lot cleaned and cut
935 West Atlantic Street	Shirley Williams	Property cleaned
115 Clay Street	Walter McClenney	Property cleaned
660 Lombardy Street	Joe Cappaert	Singlewide removed
117 Clay Street	Larry Cook	Lot cleaned
507 Moseley Lane	Leroy Cook	Lot cleaned
923 West Atlantic Street	Tammy Ochodnick	House repaired
510 Moseley Lane	Barry Ashworth	Lot cleaned
609 West Danville Street	Charles Lynn	Building painted
227 Circle Drive	Circle Drive LLC	House removed

# Completed Dilapidated Properties

## Program Start Date: 4-16-2016

154 Buena Vista Circle	Daniel Hightower	House repaired
422 East Atlantic Street	Kenneth Evans	Overgrowth removed
806 West Virginia Street	Kuy Kelly	House removed
210 Park Lane	Jon Taylor	House painted
112 Center Lane	Alex Graham	Building painted
418 Old Highway Fifty-eight	Willie Smith	House removed
911 East Atlantic Street	Bobby Shah	Lot cleaned
930 West Danville Street	Delores Taylor	House removed
932 West Danville Street	Barbara Jefferson	House removed
906 Plank Road	Ivory Joyner	House painted
118 South Lunenburg Avenue	Loretta Avent	Building repaired and painted
208 Pennington Street	Brent Richey	Repairs complete
114 C Clay Street	Michael Robinson	Trailer removed
1179 Country Lane	Alfred Bracey	House removed
201 East Atlantic Street	Francis Clark	House painted
112 East Atlantic Street	William Robbins	House removed
403 North Mecklenburg Avenue	William Wills	House painted
109 East Third Street	Sam Allen	House repaired
101 East Third Street	Sam Allen	House repaired and painted
706 Brooke Avenue	Sam Allen	House repaired and painted
103 East Third Street	Sam Allen	House repaired and painted



# Completed Dilapidated Properties

## Program Start Date: 4-16-2016

506 Moseley Lane	F. Holden	House removed
609 Grazier Street	M. Shearin	House removed
117 Clay Street	L. Cooke	Repairs complete
302 W. High Street	Stepping Stones Properties, LLC	Repairs complete
704 Brook Avenue	S. Allen	Repairs Complete
202 North Brunswick	Oscar Cruz	trash removed
101 West Second Street	S. Soyars	Repairs Complete
419 East Atlantic	T. Stanley	Repairs Complete
Corner of Dortch & Main	Butts	Repairs Complete
704 Brooke	S. Allen	Repairs Complete
505 North Mecklenburg	L. Ogburn	Repairs Complete
617 North Mecklenburg	Kumar	Repairs Complete
103 South Mecklenburg	Jenkins	Repairs Complete
108 East 1st Street	Windy Hills	Repairs Complete
110 East 1st Street	Windy Hills	Repairs Complete
112 East 1st Street	Windy Hills	Repairs complete
112 Raleigh Ave	B. Pearce	Repairs Complete
500 West Danville	B&P Enterprises LLC.	Repairs Complete
501 West Danville	Crop Production Services LLC	Repairs Complete
639 West Virginia Avenue	Dortch/Rudolph	Repairs Complete
502 North Mecklenburg	Moore	Repairs complete
212 North Mecklenburg	Crowder	Repairs Complete
101 West 2nd	Soyars	Repairs Complete

# Completed Dilapidated Properties

## Program Start Date: 4-16-2016

609 West Atlantic	Bellewood LLC	Repairs complete
514 Pleasant Street	KC&J Properties	Repairs complete
603 Franklin Street	Exit Reality	Repairs complete
1248 West Danville	Thomas	Repairs complete
605 Franklin Street	Exit Realty	Repairs complete
728 North Mecklenburg	Janson	Repairs complete
702 North Mecklenburg	Taylor	Repairs complete
410 East Ferrell	Taylor	House demolished
508 Brook Avenue	Brown	Repairs complete
642 Northington	Jones	Repairs complete
125 Clay Street	Maddux	Repairs complete
509 Franklin	Exit Reality	Repairs complete
Fox Run Apartments	South Hill Associates LLC	Repairs complete
810 West Main	Rose Walker	Repairs complete
505 Franklin	Hayes	Repairs complete
113 East Pine	Windy Hills	To be demolished
115 East Pine	Windy Hills	To be demolished
119 East Pine	Windy Hills	To be demolished
915 West Danville	Maitland	Repairs complete
402 South Hill Ave	Windy Hills	Repairs complete
800 Goodes Ferry	S & S Mecklenburg LLC	Repair Complete
516 East Atlantic	Windy Hills	Repair Complete
518 East Atlantic	Windy Hills	Repair complete

# Completed Dilapidated Properties

## Program Start Date: 4-16-2016

410 West Atlantic	Powell	Repair complete
621 Northington	Conner	Repair complete
410 Circle Drive	Newmart	Repairs Complete
<i>702 Brook Ave</i>	<i>Allen</i>	<i>Repairs Complete</i>
<i>704 Brook Ave</i>	<i>Allen</i>	<i>Repairs Complete</i>
<i>703 Robertson</i>	<i>Allen</i>	<i>Repairs Complete</i>
<i>705 Robertson</i>	<i>Allen</i>	<i>Repairs Complete</i>
<i>109 East 3rd</i>	<i>Allen</i>	<i>Repairs Complete</i>
<i>107 East 3rd</i>	<i>Allen</i>	<i>Repairs Complete</i>
<i>112 Windsor Street</i>	<i>Windy Hills</i>	<i>Repairs Complete</i>
<i>617 West Danville</i>	<i>Luddy</i>	<i>Repairs Complete</i>
<i>225 Circle Drive</i>	<i>Circle Drive LLC</i>	<i>Repairs Complete</i>
<i>110 Windsor Street</i>	<i>Windy Hill</i>	<i>Repairs Complete</i>

# Agenda Item A

To: Mayor and Town Council  
From: Business Development Manager  
Date: March 10, 2025  
Re: Monthly Update

- We are continuing to work with Mecklenburg County on the acquisition of new industrial parks. One parcel is now under contract and additional due diligence is underway. The County is handling negotiations on the additional parcel.
- Retail Strategies and I are still focused on prospective restaurants, retailers, and grocery stores. We are continuing to provide information to prospects that have interest in South Hill.
- The Town Manager and I attended the regional housing summit and presented opportunities in South Hill to prospective developers. I am in the process of reviewing incentives for housing that other localities have implemented.
- I am continuing to provide information to prospective housing developers who have either purchased parcels of land or have parcels under contract.
- The Town Clerk, Town Manager and I attended training on the new South Hill website. We are working on inputting updated information on the new site so we can take it live and replace the old website.
- I am continuing to work with the Town's internet provider on a solution that will stop the ongoing interruptions of service. In addition, we are looking at overall costs from other providers to see if the service provider needs to change.

This item is for Council information only. No action is required.

# Agenda Item A

To: Mayor and Town Council  
From: Human Resources Manager  
Date: February 26, 2025  
Re: HR Report for March 2025

## **HR ACCOMPLISHMENTS UPDATES:**

The NEOGOV Perform evaluation process is approximately 95% complete, with final employee meetings scheduled this week. HR will meet with managers and supervisors to gather feedback on improving the process moving forward. Training will continue as new modules are added to enhance employee development.

HR has reached out to One Digital Benefits to schedule a meeting to begin benefits renewal discussions.

## **EMPLOYMENT NEWS:**

### **Years of Service**



Congratulations to Katie Piercy on her 5 years of service and dedication to the Town of South Hill. We appreciate Katie's loyal efforts.

The Town is currently recruiting for a Maintenance Operator position in the Water/Sewer Department.