

MINUTES OF THE APRIL 28, 2020 CITY COUNCIL REGULAR MEETING

A regular meeting of the Hopewell City Council was held Tuesday, April 28, 2020, at 5:30 p.m. The meeting was scheduled to be held by electronic communication only, pursuant to Va. Code § 2.2-3708(A)(3).

- PRESENT:** Jasmine Gore, Mayor, Ward 4
Patience Bennett, Vice Mayor, Ward 7
Deborah Randolph, Councilor, Ward 1
Arlene Holloway, Councilor, Ward 2
John B. Partin, Jr., Councilor Ward 3
Janice B. Denton, Councilor, Ward 5
Brenda Pelham, Councilor, Ward 6
- John M. Altman, Jr., City Manager
Sandra R. Robinson, City Attorney
Camisha M. Brown, Assistant City Clerk

ROLL CALL

Mayor Gore opened the meeting at 5:32 p.m. Due to the Novel Coronavirus (COVID-19), the meeting was held via Zoom Video Communications. Council was allowed to either call in on the telephone, or were able to video in using a smart phone, computer, laptop, or tablet. Citizens were able to watch the meeting live via YouTube. Mayor Gore waited a couple of minutes for everyone to get logged in or to call in. At 5:33 p.m., Mayor Gore requested a roll call, as follows:

- | | | |
|--------------------|---|---------|
| Mayor Gore | - | present |
| Vice Mayor Bennett | - | present |
| Councilor Randolph | - | present |
| Councilor Partin | - | present |
| Councilor Holloway | - | absent |
| Councilor Denton | - | present |
| Councilor Pelham | - | present |

CLOSED MEETING

At 5:34 p.m., Councilor Pelham moved to go into closed meeting pursuant to Va. Code Sections 2.2 3711 (A)(1) to discuss and consider personnel matters, including the appointment, assignment, and performance of specific appointees and employees and consideration/discussion of prospective candidates for employment and appointment; (A)(3) and (A)(6) to discuss the investment of public funds for the acquisition of real property for a public purpose where bargaining is involved, and discussion in open meeting would adversely affect the City's bargaining position and financial interest; and to the extent such discussions will be aided thereby (A)(4) for the protection of the privacy of individuals in personal matters not related to public business. Councilor Partin seconded the motion. Upon the roll call, the vote resulted:

- | | | |
|--------------------|---|-----------------------|
| Councilor Pelham | - | yes |
| Vice Mayor Bennett | - | yes |
| Councilor Randolph | - | yes |
| Councilor Holloway | - | (not present on Zoom) |
| Councilor Partin | - | yes |
| Mayor Gore | - | yes |
| Councilor Denton | - | yes |

Motion passed 6-0

RECONVENE OPEN MEETING

At 7:32 p.m. Councilor Partin moved that Council come out of Closed Session. His motion was seconded by Councilor Pelham. Upon the roll call, the vote resulted:

Councilor Pelham	-	yes
Vice Mayor Bennett	-	yes
Councilor Randolph	-	yes
Councilor Holloway	-	yes
Councilor Partin	-	yes
Mayor Gore	-	yes
Councilor Denton	-	yes

Motion passed 7-0

CERTIFICATION

Immediately thereafter, Council responded to the question pursuant to Virginia Code § 2.2-3712 (D): were only public business matters (I) lawfully exempted from open-meeting requirements and (II) identified in the closed-meeting motion discussed in closed meeting? Upon the roll call, the responses resulted:

Councilor Pelham	-	yes
Vice Mayor Bennett	-	yes
Councilor Randolph	-	yes
Councilor Holloway	-	yes
Councilor Partin	-	yes
Mayor Gore	-	yes
Councilor Denton	-	yes

At 7:33 p.m., Mayor Gore called the Regular Meeting to order and requested a roll call as follows:

Councilor Pelham	-	present
Vice Mayor Bennett	-	present
Councilor Randolph	-	present
Councilor Holloway	-	present
Councilor Partin	-	present
Mayor Gore	-	present
Councilor Denton	-	present

REGULAR MEETING

PRAYER AND PLEDGE OF ALLEGIANCE TO THE FLAG OF THE UNITED STATES OF AMERICA

At 7:33 p.m. Mayor Gore called the meeting to order, and thanked all for attending. The prayer was led by Charles Dane, Assistant City Manager, followed by the Pledge of Allegiance to the Flag of the United States of America, led by Councilor Pelham.

AMEND/ADOPT AGENDA

Councilor Pelham moved to adopt the regular agenda. The motion was seconded by Mayor Gore. Upon the roll call, the vote resulted:

Councilor Pelham	-	yes
Vice Mayor Bennett	-	yes
Councilor Randolph	-	yes
Councilor Holloway	-	yes
Councilor Partin	-	yes
Mayor Gore	-	yes
Councilor Denton	-	yes

Motion passed 6-1

Consent Agenda

All matters listed under the Consent Agenda are considered routine by Council and will be approved or received by one motion in the form listed. Items may be removed from the Consent Agenda for discussion under the regular agenda at the request of any Councilor.

C-1 Minutes:

April 9th Minutes

C-2 Pending List:

C-3 Routine Approval of Work Sessions:

C-4 Personnel Change Report & Financial Report:

1. Personnel Change Report

C-5 Ordinances on Second & Final Reading:

C-6 Routine Grant Approval:

C-7 Public Hearing Announcement:

C-8 Information for Council Review:

C-9 Resolutions/Proclamations/Presentations:

C-10 Public Hearing Announcement:

SUGGESTED MOTION: To amend/adopt consent agenda

Councilor Randolph moved to amend the Consent Agenda to add approved Work Session dates from City Manager. Her motion was seconded by Councilor Partin. Upon the roll call, the vote resulted:

Councilor Pelham	-	yes
Vice Mayor Bennett	-	yes
Councilor Randolph	-	yes
Councilor Holloway	-	yes
Councilor Partin	-	yes
Mayor Gore	-	yes
Councilor Denton	-	yes

Motion passed 7-0

March Altman, City Manager reported to Council the Work Session dates of April 30, May 5, May 7, May 14, May 19, and May 21. Mayor Gore requested the Clerk included these dates in the minutes of this meeting.

UNFINISHED BUSINESS

UB-1 Request to transfer funds- Sandra Robinson, City Attorney brought everyone up to date in regards to Councilor Partin's transfer fund request. She advised of speaking times and answered the request for legal research. Councilor Partin moved to move \$4,600 towards the City Engineer Paving Program and \$4,600 to Storm Water Management Program to fix storm drain issues and to use the funds from Council's Mileage, Travel, Lodging and Conference line items. His motion was seconded by Councilor Denton. There was discussion by Council. Councilor Pelham requested to make a substitute motion that all travel funds would be moved to the paving program and it be for the entire City. Councilor Partin and Denton agreed to the substitute motion. Councilor Holloway requested that the funds for paving be evenly distributed between the wards and also requested a list of the paving schedule. Upon the roll call, the vote resulted:

Councilor Pelham	-	yes
Vice Mayor Bennett	-	yes
Councilor Randolph	-	yes
Councilor Holloway	-	yes
Councilor Partin	-	yes
Mayor Gore	-	yes
Councilor Denton	-	yes

Motion passes 7-0

UB-2 Request for Council to take action for the Vice Mayor to continue as the point of contact for the Clerk's Office- The City Attorney advised Council and the public the speaking times for this subject. She also advised that there was a motion on the floor prior to time running out for the meeting. Mayor Gore was permitted to continue her statement of personal privilege. The current motion on the floor was to request for action for council to vote to have Vice Mayor Bennett continue as the POC for the Clerk's Office. After Council discussion, Councilor Pelham moved to make a substitute motion to refer UB-2 and UB-3 to a mediator within the VML for guidance in regards to these items. The motion was seconded by Mayor Gore. Upon the roll call, the vote resulted:

Councilor Pelham	-	yes
Vice Mayor Bennett	-	no
Councilor Randolph	-	no
Councilor Holloway	-	yes
Councilor Partin	-	no
Mayor Gore	-	yes
Councilor Denton	-	no

Motion fails 4-3

The motion on the floor is for Council to take action to have Vice Mayor Bennett continue as point of contact for the Clerk's Office. Upon the roll call the vote resulted:

Councilor Pelham	-	yes
Vice Mayor Bennett	-	yes
Councilor Randolph	-	yes
Councilor Holloway	-	yes
Councilor Partin	-	yes

Mayor Gore	-	no
Councilor Denton	-	yes

Motion passes 6-1

UB-3 Request for Council to take action for the Vice Mayor to continue her supervision of the agenda and its processes.- Councilor Pelham moved to keep Mayor Gore maintain action for the agenda and its processes along with the City Clerk, City Manager and the City Attorney. The motion was seconded by Mayor Gore. Councilor Randolph to make a substitute motion. Her request was seconded by Councilor Denton. Upon the roll call, the vote resulted:

Councilor Pelham	-	no
Vice Mayor Bennett	-	yes
Councilor Randolph	-	yes
Councilor Holloway	-	no
Councilor Partin	-	yes
Mayor Gore	-	no
Councilor Denton	-	yes

Motion passes 4-3

Councilor Randolph moved for Council to take action for the Vice Mayor to continue her supervision of the agenda and its processes along with the City Manager, City Clerk and the City Attorney. Her motion was seconded by Councilor Denton. There was discussion by Council. Upon the roll call the vote resulted:

Councilor Pelham	-	no
Vice Mayor Bennett	-	yes
Councilor Randolph	-	yes
Councilor Holloway	-	no
Councilor Partin	-	yes
Mayor Gore	-	no
Councilor Denton	-	yes

Motion passes 4-3

REGULAR BUSINESS

Reports of City Manager:

R-1 Proposed Tax Rates for FY2021 Budget- March Altman, City Manager presented the proposed tax rate ordinance and requested for Council to approve the tax rate for the 2020-2021 budget. Councilor Pelham moved to adopt the written ordinance in the packet \$1.13 for the 2020-2021 budget. The motion was seconded by Vice Mayor Bennett. Upon roll call the vote resulted:

Councilor Pelham	-	yes
Vice Mayor Bennett	-	yes
Councilor Randolph	-	yes
Councilor Holloway	-	yes
Councilor Partin	-	no
Mayor Gore	-	no
Councilor Denton	-	yes

Motion passes 5-2

R-2 Continuity Ordinance- Ms. Robinson presented an emergency ordinance to Council. She stated that this ordinance will allow Council to continue to conduct regular business electronically. Councilor Denton moved to approve the ordinance provided for local public bodies. Her motion was seconded by Councilor Partin. Upon the roll call, the vote resulted:

Councilor Pelham	-	yes
Vice Mayor Bennett	-	yes
Councilor Randolph	-	yes
Councilor Holloway	-	yes
Councilor Partin	-	yes
Mayor Gore	-	yes
Councilor Denton	-	yes

Motion passed 7-0

R-3 Interim Clerk Appointment and Job Duties- Mayor Gore stated that Council discussed this in Closed Session and requested that Council review the current job description for any changes they would like to make and it would be up for discussion in their next Closed Session. Mayor Gore requested that Council report back to her with revisions by Thursday, May 7th.

R-4 CAFR Update- City Manager Altman, discussed CAFR updates, he advised Council that the 2016 and 2017 CAFR's are complete. He discussed software updates that employees are using to review the 2018 CAFR, the auditors are moving forward to finalize the 2018 CAFR. The 2019 CAFR is being worked on by staff. Mr. Altman opened the floor for questions from Council.

R-5 CAFR Staffing- City Manager Altman provided an update to CAFR Staffing in his CAFR Update (R-4)

R-6 FY18 & FY19 SEFA/CAFR Timeline & Meeting with Auditors- Mr. Altman addressed questions from Council in regards to meeting with the Auditors. There was discussion by Council in reference to keeping the Finance Committee.

R-7 Budget- Revenue projections & FY20 expenditures- Mayor Gore advised that this was on the schedule because she would like Council to adopt a Budget Schedule to discuss the budget for adoption. The Mayor advised that the City Manager would be provided information to be discussed at the next budget work session Thursday. Mr. Altman discussed expenditures that he would be discussing at the next budget meeting.

R-8 City Manager COVID-19 Questions Responses- Mayor discussed the special COVID-19 meeting that happened. She states she had questions that she was awaiting answers to. Council agreed that the questions and answers would be discussed at the regular meeting. Mr. Altman addressed and answered COVID-19 questions and had discussion with Council.

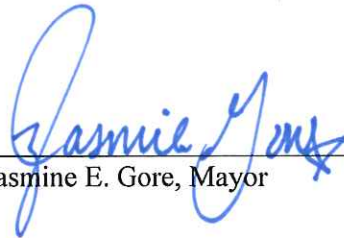
ADJOURN

At 10:29 PM, Councilor Pelham moved to adjourn the meeting, the motion was seconded by Councilor Denton. Upon the roll call, the vote resulted:

Councilor Pelham	-	yes
Vice Mayor Bennett	-	yes
Councilor Randolph	-	yes
Councilor Holloway	-	-- (not present on call)
Councilor Partin	-	yes
Mayor Gore	-	yes
Councilor Denton	-	yes

Motion passes 6-0


Camisha M. Brown, Assistant City Clerk


Jasmine E. Gore, Mayor