

**MINUTES OF THE SEPTEMBER 10, 2019 CITY COUNCIL MEETING**

A meeting of the Hopewell City Council was held Tuesday, September 10, 2019, at 5:30 p.m. in the City Council Chambers, Municipal Building, 300 North Main Street, Hopewell, Virginia.

**PRESENT:** Jasmine E. Gore, Mayor, Ward 4  
Patience Bennett, Vice Mayor, Ward 7 (arrived at 5:52 p.m.)  
Deborah Randolph, Councilor, Ward 1  
Arlene Holloway, Councilor, Ward 2  
John B. Partin, Jr., Councilor, Ward 3 (arrived 7:02 p.m.)  
Janice B. Denton, Councilor, Ward 5  
Brenda Pelham, Councilor, Ward 6

John M. Altman, Jr., City Manager  
Charles Dane, Assistant City Manager  
Sandra R. Robinson, City Attorney  
Ronnieye L. Arrington, City Clerk  
Debra McKnight, Assistant City Clerk

**ABSENT:** None

**ROLL CALL**

Mayor Gore opened the meeting at 5:32 p.m. Roll call was taken as follows:

Mayor Gore	-	present
Vice Mayor Bennett	-	absent (arrived at 5:52 p.m.)
Councilor Randolph	-	present
Councilor Partin	-	absent (arrived at 7:02 p.m.)
Councilor Holloway	-	present
Councilor Denton	-	present
Councilor Pelham	-	present

**CLOSED MEETING**

At 5:33 p.m., Councilor Pelham moved to go into closed meeting Move to go into closed meeting pursuant to the following sections of Va. Code Sections 2.2-3711: (A)(1) to discuss and consider personnel matters, including the specific assignment, appointment, performance, and salaries of specific appointees; A)(7) and (A)(8) to consult with legal counsel regarding specific legal matters requiring the provision of legal advice, and be briefed by counsel and staff members pertaining to actual and probable litigation, where such consultation or briefing in open meeting would adversely affect the negotiating or litigating posture of the public body; and to the extent that such discussions will be aided thereby, (A)(4) to protect the privacy of individuals in personal matters not related to public business. Mayor Gore seconded the motion. Upon the roll call, the vote resulted:

Councilor Pelham	-	yes
Vice Mayor Bennett	-	--- (arrived at 5:52 p.m.)
Councilor Randolph	-	yes
Councilor Holloway	-	yes
Councilor Partin	-	--- (arrived at 7:02 p.m.)
Mayor Gore	-	yes
Councilor Denton	-	yes

**Motion passed 5-0**

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**RECONVENE OPEN MEETING**

At 7:39 p.m. Council returned to the dais and 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

**ROLL CALL**

Mayor Gore 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

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

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 AGENDA**

Vice Mayor Bennett to remove item R-4 and bring it back after the work session, to be held October 2, 2019 at 5:30 p.m. The 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**

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**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:** Minutes of Council's 8-13-19, 8-15-19 and 8-20-19 meetings.

1. (Attachments)

**C-2 Pending List:**

1. Additional pending list - see attached
2. See Attached
3. Third pending list - see attached

**C-3 Routine Approval of Work Sessions:** September 24, 2019 - work session for Conditional Use Permit - 106 N Main Street

**C-4 Personnel Change Report & Financial Report:**

1. Attachments

**C-5 Ordinances on Second & Final Reading:**

**C-6 Routine Grant Approval:**

**C-7 Public Hearing Announcement:**

**C-8 Information for Council Review:** Minutes: ARB 7-22-19; 8-19-19; BOE 7-3-19, 7-24-19, 7-31-19, DDRC - 7-3-19, 8-7-19; HRHA 6-10-19; KHB 7-10-19; PART 5-17-19

1. Attachments

**C-9 Resolutions/Proclamations/Presentations:** Marketing matrix video presentation by Charles Dane, Assistant City Manager

**C-10 Public Hearing Announcement:**

Councilor Pelham moved to Motion to move the proclamation and make it item R-1, move the I Love Hopewell initiative to R-4, and make the Pending List items R-5 – all remaining items to shift up or down respectively. Mayor Gore seconded the motion. 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**

**PUBLIC HEARINGS**

**NONE**

**UNFINISHED BUSINESS**

**NONE**

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**COMMUNICATIONS FROM CITIZENS**

Ms. Dorothy Flowers came forward and spoke to Council regarding her concerns with the mold that is in her apartment. She said she had gone to HRHA about the issue, but with no results. She said she had gone to the HRHA meeting and shown her pictures to three members of the Board. Mayor Gore asked Ms. Flowers to give her information to the City Manager. Councilor Pelham asked Sandra Robinson, the City Attorney to provide information regarding HRHA's mold remediation requirements for its housing. Mayor Gore asked that the City Attorney copy all of Council on her findings.

Mark Haley of Ward 3 came forward to discuss Agenda item \$-4. He urged that Council proceed with caution regarding R-4. He said that the \$35,000 limitation could cause emergency issues with Wastewater. He said that the previous ordinances were fine. He also said that banning people from City Hall had occurred in the past for people dealing with mental incapacity.

Larry Scarce of Ward 3 spoke regarding the field behind the WHAP building. He said the field behind the houses is overgrown and needs to be cut.

Yolanda Stokes of Ward 6 came before council and thanked the councilors who attended the Twin Rivers Neighborhood Watch. She also spoke about someone who was homeless and had been on the HRHA list for nine years, and asked if Council could provide assistance,

Shamika Lewis of Ward 7 spoke to Council regarding her concern for Hopewell.

**REGULAR BUSINESS**

**Reports of City Manager:**

**R-1 Presentations and Proclamations** - Charles Dane, Assistant City Manager presented the marketing matrix video. Councilor Randolph asked how much the production of the video cost. The response was \$23,000.

Mayor Gore and Vice Mayor Bennett presented a proclamation to the Liberty Chapel Gospel Service Men's Ministry for their excellent work with the Woodlawn Learning Center Complex Community Garden. Vice Mayor Bennett noted that each of the organization members were either Veterans or children of veterans.

**R-2 Considerations for Homeless Shelter Services**

**ISSUE:** City Council has asked staff to research and assess the following two matters related to the operation of the City's Seasonal Homeless Shelter: 1) To operate the Shelter by creating City staff positions vs. employing the services of a private contractor; and 2) To explore the cost of funding for year-round vs. seasonal sheltering.

Ray Spicer, Director of Social Services presented information to Council regarding this item. Mr. Dane said that they would bid this item out, and if the bids come back to high, will return to Council. Councilor Partin moved to go with the option of doing the Shelter seasonally, using the contractor to service the Shelter. His motion was seconded by Councilor Denton. Upon the roll call, the vote resulted:

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**R-2 Homeless Shelter Services (vote)**

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 City Council Boards, Commissions and Authorities Annual Report**

**ISSUE:** City boards, commissions and authorities are required to report back to City Council annually. For years, not all boards have been reporting back to the Governing Body, or submitting meeting minutes.

Mayor Gore advised Council that several boards, committees and commissions had not been providing Council with the annual reports that are required per Council Rules. She requested that the boards be made to comply with this rule. Councilor Pelham moved to approve the Council boards and commissions making annual reports to Council, and for the Clerk to create a master calendar of the presentations, and for the Clerk to send Council information if any Board is unable to present. Her motion was seconded by Vice Mayor Bennett. 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-4 Chief Elected Official Consortium Agreement**

**ISSUE:** The City needs to pass a resolution for the Execution of the Crater Regional Workforce Development Board.

Mayor Gore provided Council with information regarding this item. Councilor Pelham moved to approve the Agreement as written and to approve Mayor Gore to act on behalf of the City. Mayor Gore seconded her motion. 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**

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**R-5 I Love Hopewell Showcase** – Mayor Gore updated Council on the status of the I Love Hopewell Showcase and its various initiatives. She noted that most of the initiatives are either sponsored events or *in kind* services. Council requested that any item that would cost money brought back before Council. Councilor Pelham moved to approve the continuation of the I Love Hopewell Showcase initiative through the end of the calendar year, and for Mayor Gore to report back to Council with more definitive information on costs, and that an extension of the initiative into the new calendar year and/or any new City funding needed to do projects or initiatives would come back to Council for approval. Her motion was seconded by Vice Mayor Bennett. 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**

**EXTEND MEETING**

Councilor Pelham moved to waive Council rules and extend the meeting long enough to complete the review of the Pending List and to complete the report out to Staff about Council’s discussion in Closed Session. Her motion was seconded by Councilor Partin. Upon the roll call, the vote resulted:

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

**Motion passed 7-0**

**R-6 Pending List** – There were three pending lists included in Council’s packet. Council reviewed each item and either updated or discarded the items, consolidating the three lists into one. Council selected six items as *Priority Items*, and by consensus, requested that the City Manager provide an update each month, beginning with the October 9, 2019 meeting.

**CLOSED MEETING**

At 10:32 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 specific assignment, appointment, performance, and salaries of specific appointees. Mayor Gore seconded the motion. Upon the roll call, the vote resulted:

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**CLOSED MEETING** *(vote)*

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**

**RECONVENE OPEN MEETING**

At 11:10 p.m. Council returned to the dais and 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

**Motion passed 7-0**

**COUNCIL INTERN**

Upon discussion of Councilor, it was agreed by consensus that the Council Intern, Patrice Shelton, be paid from the Contingency Fund.

**ADJOURN**

At 11:15 p.m., Councilor Partin moved to adjourn the meeting. His motion was seconded by Vice Mayor Bennett. All answered in favor.

/s/ Jasmine E. Gore  
Jasmine E. Gore, Mayor

/s/ Ronnieye L. Arrington  
Ronnieye L. Arrington, City Clerk