

## **MINUTES OF THE MAY 26, 2020 CITY COUNCIL REGULAR MEETING**

A regular meeting of the Hopewell City Council was held Tuesday, May 26, 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 E. 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  
Charles Dane, Assistant City Manager  
Camisha M. Brown, Assistant City Clerk

**ABSENT:** Sandra R. Robinson, City Attorney

### **ROLL CALL**

Mayor Gore opened the meeting at 5:34 p.m. She introduced Jeff Gore, Esq. Mr. Gore would be standing in for the City Attorney. Roll call was taken as follows:

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

### **CLOSED MEETING**

At 5:35 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; (A)(7) and (8) to consult with legal counsel and be briefed by staff regarding probable litigation and specific legal matters where such briefing and consultation in open meeting would adversely affect the City's litigating posture; 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 Randolph seconded the motion. Upon the roll call, the vote resulted:

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

**Motion passed 6-0**

**RECONVENE OPEN MEETING**

At 7:37 p.m. Councilor Randolph moved that Council come out of Closed Session. Her motion was seconded by Councilor Partin. Upon the roll call, the vote resulted:

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

**REGULAR MEETING**

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

At 7:43 p.m. Mayor Gore called the meeting to order, and thanked all for attending. The prayer was led by Herbert Bragg, Director, Intergovernmental & Public Affairs, followed by the Pledge of Allegiance to the Flag of the United States of America, led by Councilor Holloway.

## **AMEND/ADOPT AGENDA**

Councilor Pelham moved to include the motion that Camisha Brown receive a 10 percent pay increase to be applied retroactively as of April 13<sup>th</sup> to the City Clerk duties she has assumed in her role as Interim City Clerk and that this increase continues as long as she is performing such additional duties. The motion was seconded by Councilor Holloway. Upon the roll call, the vote resulted:

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

**Motion passed 7-0**

## **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:** May 12, 2020

**C-2 Pending List:**

**C-3 Routine Approval of Work Sessions:**

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

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

**C-6 Routine Grant Approval:**

**C-7 Public Hearing Announcement:** FY21 Budget- June 2<sup>nd</sup>, School Board Appointment- June 9th

**C-8 Information for Council Review:**

**C-9 Resolutions/Proclamations/Presentations:**

Councilor Partin moved to approve the Consent Agenda. Councilor Pelham seconded the motion. Upon the roll call, the vote resulted:

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

**Motion passed 6-1**

Mayor Gore addressed the public letting the public know City Council was accepting Talent Bank Resumes for the upcoming School Board Appointment. She advised interested parties can submit their application to the Clerk's office.

**Regular Business**

**R-1 Maritime Incident Response Team Operating Agreement-** March Altman, City Manager explains to Council that the Maritime Agreement has been updated and needs to be approved. Council received a copy of the agreement for their review and their adoption. Mr. Altman advised that Fire Chief Donald Hunter was on if anyone had questions.

Councilor Randolph moved for Council to approve the current operating agreement for the Maritime Incident Response Team as it has been updated. The motion was seconded by Councilor Denton. Upon the roll call, the vote resulted:

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

**Motion passed 7-0**

**R-2 CARES Act Funding-** Mr. Altman requests approval from Council for the Mayor and himself to sign the certification necessary for the City to receive \$1,965,568. He advises Council that staff is currently developing a plan to use these funds and he will bring the plan to Council at the next Regular Meeting on June 9<sup>th</sup>. Mr. Altman has reached out to delegates to determine when then funds will be released for planning purposes. Councilor Pelham moved to approve the receipt of 1.9 million in CARES Coronavirus Relief Act from the Commonwealth of Virginia. Her motion was seconded by Mayor Gore. There was discussion by Council. Upon the roll call, the vote resulted:

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

**Motion passed 7-0**

**R-3 COVID-19 Taxpayer Relief-** Mr. Altman discuss providing relief to taxpayers and business owners. He provided examples from other localities to give Council an idea of what surrounding localities are doing for their citizens. There was discussion by Council. Councilor Partin moved to charge Mr. Altman and staff and the City Attorney draft an ordinance for COVID-19 tax relief. Councilor Randolph requested to make a substitute motion, her motion was seconded by Mayor Gore. Upon the roll call, the vote resulted:

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

**Motion passed 5-1**

*\*Vice Mayor Bennett submitted a Transactional Disclosure Statement and abstained from voting on this item.*

**R-4 COVID-19 Community Support-** Mayor Gore discussed that the City Manager was bringing back recommendations for the COVID-19 Community support. There was discussion by Council and the City Manager advised Council he was looking into the requests of Council. Councilor Pelham moved for the City Manager to bring back total cost for testing for the City. The motion was seconded by Mayor Gore. There was discussion by Council. Councilor Pelham called for the vote to end discussion. Upon roll call, the vote resulted:

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

**Motion passed 7-0**

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

**Motion passed 6-1**

Councilor Pelham moved for the City Manager to continually pursue avenues to keep our citizens informed about COVID-19. The motion was seconded by Councilor Partin. Councilor Pelham amended her motion to direct the City Manager to bring the cost of sending a mailer with a utility bill to citizens about COVID-19 and resources and send out to every household. Upon the roll call, the vote resulted:

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

**Motion passed 5-1**

**R-5 Agenda Software and Agenda Template and Submission Process-** Due to the City Attorney being absent, Mayor Gore asked to hold off on discussion until the return of the City Attorney. Mayor Gore asked the Clerk to place this item on the next agenda.

**R-6 I.T. Policies-** City Manager Altman discussed updating the City's current I.T. Policy. Dr. Concetta Manker, I.T. director, advised Council of the details in the policy. There was discussion by Council. Vice Mayor Bennett moved to give the City Manager full authority to adopt, amend or change the policy as needed. Her motion was seconded by Councilor Partin.

**ADJOURN**

By rule of Council, this meeting ended at 10:35 p.m.

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Jasmine E. Gore, Mayor

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Camisha M. Brown, Assistant City Clerk