

## MINUTES OF THE AUGUST 20, 2019 CITY COUNCIL MEETING

A meeting of the Hopewell City Council was held Tuesday, August 20, 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  
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 (telephonically)  
Brenda Pelham, Councilor, Ward 6 (arrived at 5:40 p.m.)

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

**ABSENT:** John M. Altman, Jr., City Manager

### ROLL CALL

Mayor Gore opened the meeting at 5:30 p.m. Roll call was taken as follows:

Mayor Gore	-	present
Vice Mayor Bennett	-	present
Councilor Randolph	-	present
Councilor Partin	-	absent (arrived at 7:02 p.m.)
Councilor Holloway	-	present
Councilor Denton	-	present (telephonically)
Councilor Pelham	-	absent (arrived at 5:40 p.m.)

### DENTON TELEPHONIC APPEARANCE AT MEETING

Councilor Janice Denton asked Mayor Gore if she could attend the meeting remotely, to which Mayor Gore responded in the affirmative. Sandra Robinson, City Attorney, asked from what remote location was Ms. Denton calling. Ms. Denton said she was calling from Maine.

### CLOSED MEETING

At 5:32 p.m., Vice Mayor Bennett moved to go into closed meeting to go into closed meeting pursuant to Va. Code Section 2.2-3711. (A)(1) to discuss and consider personnel matters, including the appointment, assignment, salaries, and performance of specific appointees (City Manager, City Attorney and City Clerk), and to consider prospective candidates for appointment to John Tyler Community College Board; and (A)(3) and (A)(5) to discuss the disposition of publicly-held real property and investment of public funds where bargaining is involved, and where discussion in open meeting would adversely affect the bargaining position or negotiation strategy of the City adversely affecting the financial interest of the City; (A)(7) and (A)(8) to consult with legal counsel and be briefed by staff regarding specific legal matters and actual litigation where such consultation and briefing will adversely affect the City's litigating posture and strategy; and to the extent such discussion will be aided thereby, (A)(4) for the protection of the

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privacy of individuals in personal matters not related to public business. Mayor Gore seconded the motion. Upon the roll call, the vote resulted:

Councilor Denton	-	yes
Councilor Pelham	-	--- (arrived 5:40 p.m.)
Vice Mayor Bennett	-	yes
Councilor Randolph	-	yes
Councilor Holloway	-	yes
Councilor Partin	-	--- (arrived at 7:02 p.m.)
Mayor Gore	-	yes

**Motion passed 5-0**

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

**ROLL CALL**

Mayor Gore requested a roll call as follows:

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

**WORK SESSION**

**WS - 1**      Work Session to provide information regarding a request for a Conditional Use Permit at 710 Winston Churchill Drive to operate a Night Club/Dance Hall

**This work session was cancelled due to withdrawal of CUP request by property owner.**

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**REGULAR MEETING**

**ITEMS OUT OF CLOSED SESSION**

Councilor Randolph moved to approve the purchasing policies in place pursuant to the terms and inclusion of the resolution that was provided to us by the City Attorney. Her motion was seconded by Vice Mayor Bennett. 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**

Councilor Randolph moved to approve the Memorandum of Understanding that was provided by the City Attorney with the Hopewell Emergency Crew, and further to authorize the City Manager or designee, to execute said agreement on behalf of the City, and to execute any other document necessary to effectuate the terms of this agreement. This authority shall not extend to the execution of additional agreements that may bind the City. Her motion was seconded by Councilor Pelham. 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**

Vice Mayor Bennett moved to have staff create a resolution approving emergency procurement of professional services contract for auditing purposes, and for that resolution to be approved as to form by the City Attorney.

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**

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**ROLL CALL**

Mayor Gore requested a roll call as follows:

Councilor Denton	-	present
Councilor Pelham	-	present
Vice Mayor Bennett	-	present
Councilor Randolph	-	present
Councilor Holloway	-	present
Councilor Partin	-	present
Mayor Gore	-	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 Pastor Sean “Rocky” Shearin of Calvary Love’s Ministries, followed by the Pledge of Allegiance to the Flag of the United States of America, led by Councilor Randolph.

**AMEND AGENDA**

Councilor Partin moved to amend the agenda to make R-2 “setting a date for a work session to discuss the audit findings,” and to amend the IR’s, to make IR-1 discussion of limiting IR’s for Councilor Randolph and shifting all other IR’s down. The motion was seconded by Councilor Randolph. 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**

**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 28, 2019, June 11, 2019, June 25, 2019, July 9, 2019, July 23, 2019

**C-2 Pending List:**

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

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**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:**

**C-8 Information for Council Review:** April 22, and June 24, 2019 ARB minutes; July 22, 2019 CDBG minutes; April 1 and 2, June 5, June 19, 2019 HEB minutes; July 16, 2019 ARLS minutes; June 17, 2019 CPMT minutes; May 13, 2019 HRHA minutes; May 8, and June 12, 2019 KHB minutes

**C-9 Resolutions/Proclamations/Presentations:** City Council Advance Report and State of the City Address Update (returning item); Performance Management Group Efficiency and Technology Review (new item); I Love Hopewell Showcase (returning item); Open Finance software update

**C-10 Public Hearing Announcement:**

Councilor Partin moved to adopt the Consent Agenda. His motion was seconded by Mayor Gore. 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**

Mayor Gore reviewed the items of C-9.

For the City Council Advance report and State of City Address update, Council agreed by consensus to give staff until October 9<sup>th</sup> to have a work session to provide council with updates to the Strategic Plan. Council also agreed to secure a date in its second meeting in September (9-24-19) set a date to receive a report out by Staff regarding the State of the City address information.

For the I Love Hopewell Showcase, Mayor Gore requested that Council support the hiring of the current Council intern. Councilor Pelham moved to retain the employment of the Council intern for \$15 per hour, for 25 hours per week, for 15 weeks. The motion was seconded by Vice Mayor Bennett. Upon the roll call, the vote resulted:

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

**Motion passed 4-3**

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**PUBLIC HEARINGS**

**PH-1** Monthly fee increase for refuse and recycling services – Edward Watson, Director of Public Works, presented information to Council regarding the need for an increase in the fee for refuse and recycling services. He was seeking a \$3.04 monthly rate increase. Mayor Gore opened the public hearing at 8:58 p.m. Jamie Hiner of Warren Avenue came forward and addressed Council regarding her concerns. Jerry Williams of St. Charles also came forward to address Council regarding the recycling. Mayor Gore closed the public hearing at 9:06 p.m. Upon discussion, Councilor Randolph moved to postpone a decision on this item until the next Council meeting. Her motion was seconded by Mayor Gore.

Upon additional discussion, Councilor Randolph moved to forego the \$1.25 reimbursement, and to increase the monthly rate by only \$2, thus changing the new rate from \$3.04 to \$2.54 per customer, per month. Her motion was seconded by Councilor Pelham. 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	-	no

**Motion passed 6-1**

**UNFINISHED BUSINESS**

**UB-1 Update of Conditional Use Permit at 2907 Poplar Street to allow a duplex in the R-2, Residential, Medium Density District** – Tevya Griffin, Director of Development introduced this item. She noted that the Planning Commission recommended denial, but that Staff recommended approval. When asked, Cassandra Vanderkeift, a member of the Planning Commission came before Council and advised why she, and other members of the Planning Commission had recommended denial. Charles Dane, Assistant City Manager introduced Todd Hawkes, the Building Official, who advised Council that the house met the Code requirements, and also said that the owner was willing to go above and beyond. Finally, Chris Jenkins, the property owner came forward. He said he would separate the electric in the duplex so that each unit had its own, and that he would probably include water, trash and sewer with the rent, to make it easier.

After discussion, Councilor Denton moved to approve Chris Jenkins’ request for the Conditional Use Permit. Her motion was seconded by Vice Mayor Bennett. Upon the roll call, the vote resulted:

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

**Motion passed 5-2**

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**UB-2 Continuation of a Conditional Use Permit to construct a cell tower at 130 Mercer Lane** – Mrs. Griffin, reintroduced this item. She gave a brief presentation and noted that Council had reviewed this item previously. She stated that the requestor said that the tower was designed to collapse on itself.

After discussion, Councilor Partin moved to allow P1 Tower Development to construct a 195 foot monopole cell tower, with a four foot lightning rod at 130 Mercer Lane. His motion was seconded by Councilor Denton. Upon the roll call, the vote resulted:

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

**Motion passed 6-1**

**UB-3 Request for Council to reconsider three properties presented for demolition at the July 9, 2019 City Council meeting in accordance with Hopewell City Code, Chapter 19, Housing, Article VI, Spot Blight Abatement** – Ms. Griffin advised Council that the properties previously approved for demolition would start coming down in September. She then reminded Council of the three remaining properties, and updated them as to the status. She stated that both 1503 Atlantic and 801 Winston Churchill were well in the process of abatement to the properties, and Staff no longer recommended demolition. She also noted that for the property at 4100 Oaklawn, it had been recommended for use as a “burn” by Hopewell EMS as well as our neighboring municipalities. Ms. Griffin stated that Mr. Shah had agreed to pay the costs associated with bringing the building down, and that by allowing it to be used for burn training, he was assisting our EMS crew, as well as reducing the amount the City would have to pay if Mr. Shah did not pay as promised. Benjamin Ruppert, Office of Emergency Management, came forward and expressed to Council how helpful this would be for EMS. Mr. Hawkes also spoke about the arrangement that was being made with the owner. After discussion, Councilor Randolph moved to remove 1503 Atlantic and 801 Winston Churchill from the demolition list presented to Council July 9, 2019. Vice Mayor Bennett seconded her motion.

Upon further discussion, Councilor Partin moved that Council approve him making a substitution motion. Councilor Pelham seconded his motion. Upon the roll call, the vote resulted:

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

**Motion passed 5-2**

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Councilor Partin made the substitute motion that Council take 801 Winston Churchill Drive and 1503 Atlantic Street off of the blighted demolition list, and that if both properties do not meet the timeline provided by Staff, they will both be put back on the list and come back to Council to discuss demolition. Councilor Pelham seconded his motion. Upon the roll call, the vote resulted:

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

**Motion passed 4-3**

Vice Mayor Bennett then moved to move forward with the demolition and burning of 4100 Oaklawn, and for the City Attorney to draft a contract and bring it back before Council at the September 10, 2019 meeting. 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**

**COMMUNICATIONS FROM CITIZENS**

Ms. Jamie Hiner of Warren Avenue spoke to Council regarding her concerns for the vehicles speeding in her neighborhood. She also spoke about people riding four-wheelers and dirt bikes up and down Warren Avenue and Bassett Street, and noted that it was a safety issue. She also stated her concerns regarding potholes in the 1700 block of Stewart and Berry.

**REGULAR BUSINESS**

**Reports of City Manager:**

**R-1 VDOT State of Good Repair Primary Extension – Route 36 Pavement Resurfacing** – Austin Anderson, Hopewell Construction Manager presented information to Council regarding the VDOT program which will allow pavement milling, resurfacing and putting in pavement marks from Winston Churchill to Oaklawn.



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**EXTEND MEETING**

Vice Mayor Bennett moved to waive Council rules and extend the meeting beyond 10:30 p.m. to allow items through R-8 to be heard and to move the appointment of the John Tyler representative to after R-1. Her motion was seconded by Mayor Gore. 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-1** *continued* - Council continued to discuss the VDOT project. Councilor Partin moved to endorse the project by Council resolution, and agree to enter into the standard project administration agreement for state aid-projects with VDOT, and to grant the City Manager signature authority to sign the standard project administration agreement for state-aid projects, and for such agreement to be reviewed and approved by the City Attorney prior to the City Manager's signing. Councilor Denton seconded the motion. 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**

**APPOINTMENTS**

Councilor Pelham moved to appoint Ms. Ann Y. Williams to the John Tyler Community College Board. 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**

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**R-2 Action Items from Closed Agenda – if any** - Because Council addressed the items from the Closed Agenda earlier in the meeting, R-2 was used for the Work Session (see below)

**Setting of Work Session** - Council discussed setting a work session to discuss items related to the CAFR. Councilor Partin moved that such a work session be set on September 11, 2019 at 6:00 p.m., or in the alternative, on September 25, 2019 at 6:00 p.m. His motion was seconded by Mayor Gore. 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-3 Subdivision of 1400 South 1<sup>st</sup> Avenue, also identified as sub-parcel #071-0095 from one lot to two lots** – Property owner, Burt Hunter requested this subdivision. Mrs. Griffin presented information to Council regarding this request. Councilor Pelham moved to approve the requested subdivision of 1400 South 1<sup>st</sup> Avenue, parcel #071-0095. Councilor Partin seconded her motion. 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-4 Subdivision of 123 South Mesa Drive, also identified as sub-parcel #014-0295 from one lot to two lots** – Property owner, The Gibbs & Story Team, LLC requested this subdivision. Mrs. Griffin presented information to Council regarding this request. Councilor Partin moved to approve the requested subdivision of 123 South Mesa Drive, sub-parcel #014-0295 from one lot to two lots. Councilor Pelham seconded his motion. 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**

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**R-5 Freedom of Information Act (FOIA) Policy - VA Code §2.2-3704.1** *Posting of notice of rights and responsibilities by state and local public bodies*, requires that each municipality have a FOIA policy. Ronnieye Arrington, the City Clerk and FOIA Officer, introduced this item to Council. Vice Mayor Bennett moved to approve the FOIA Policy. Mayor Gore seconded her motion. Upon the roll call, the vote resulted:

Councilor Denton	-	yes
Councilor Pelham	-	--- (absent from dais)
Vice Mayor Bennett	-	yes
Councilor Randolph	-	yes
Councilor Holloway	-	yes
Councilor Partin	-	yes
Mayor Gore	-	yes

**Motion passed 6-0**

**R-6 Item R-6 was inadvertently removed from the final agenda so the number was skipped and the next item is R-7**

**R-7 Appointment(s) to Community Enhancement Steering Committee** – Mayor Gore introduced this item to Council and provided information and answers to questions. She suggested that the committee could be comprised of the City Manager, the Mayor, Councilor Randolph, the Superintendent of Schools, members of the Hospital Board and United Churches—a total of over 15 members. Councilor Denton moved to postpone this item until the September 10<sup>th</sup> meeting to get more information. Her motion was seconded by Councilor Randolph.

After additional discussion, Councilor Randolph moved to be allowed to make a substitute motion. Her motion was seconded by Councilor Pelham. 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**

Councilor Randolph then moved to come up with seven executive or voting members to lead the committee, then move on from there. Her motion was seconded by Mayor Gore. Upon the roll call, the vote resulted:

Councilor Denton	-	yes
Councilor Pelham	-	yes
Vice Mayor Bennett	-	yes
Councilor Randolph	-	yes

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Councilor Holloway	-	yes
Councilor Partin	-	yes
Mayor Gore	-	yes

**Motion passed 7-0**

**R-8 Appointment(s) to Census Committee** – Mayor Gore introduced this item to Council and provided information and answers to questions. Councilor Randolph that Mrs. Tevya Griffin, Councilor Denton and Mayor Gore form the Committee, work it all out, and come back to Council with suggestions. 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**

ADJOURN

At 10:58 p.m., Councilor Pelham moved to adjourn the meeting. Her motion was seconded by Councilor Holloway. All answered in favor.

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

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