

AGENDA



CITY OF HOPEWELL

Hopewell, Virginia 23860

AGENDA

(804) 541-2249

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CITY COUNCIL

Jasmine E. Gore, Mayor, Ward #4
Patience Bennett, Vice Mayor, Ward #7
Debbie Randolph, Councilor, Ward #1
Arlene Holloway, Councilor, Ward #2
John B. Partin, Jr., Councilor, Ward #3
Janice Denton, Councilor, Ward #5
Brenda S. Pelham, Councilor, Ward #6

John M. Altman, Jr., City Manager
Sandra. Robinson, City Attorney
Ronnieye L. Arrington, City Clerk

August 13, 2019

COUNCIL CHAMBERS
300 N MAIN ST. HOPEWELL VA

Special Meeting: 6:30 PM

OPEN MEETING

6:30 p.m. Call to order, roll call, and welcome to visitors

Roll Call

CLOSED MEETING

SUGGESTED MOTION: Move to go into closed meeting pursuant to Va. Code Section 2.2-3711(A)(7) and (A)(8) to consult with legal counsel regarding specific legal matters requiring the provision of legal advice, and be briefed by staff members pertaining to probable litigation, where such consultation or briefing in open meeting would adversely affect the negotiating or litigating posture of the public body.

Roll Call

RECONVENE OPEN MEETING

CERTIFICATION PURSUANT TO VIRGINIA CODE § 2.2-3712 (D): Were only public business matters (1) lawfully exempted from open-meeting requirements and (2) identified in the closed-meeting motion discussed in closed meeting?

Roll Call

SPECIAL MEETING

SB-1 Offices of the Treasurer and the Commissioner of Revenue

ISSUE: To discuss and/or take action regarding recent events involving these two offices

MOTION: _____

Roll Call

SB-2 Work Place Safety

ISSUE: To discuss and/or take action work place safety within the Municipal Building

MOTION: _____

Roll Call

SB-3 Remote Participation Policy

ISSUE: The General Assembly provides for authorized members of a public body to participate in open meetings from a remote location not open to the public through electronic means. For City Council to be able to utilize remote electronic participation, it has to adopt a written Remote Participation policy.

MOTION: _____

Roll Call

SB-4 Litigation item (if any)

MOTION: _____

Roll Call

Adjournment



CITY OF HOPEWELL CITY COUNCIL ACTION FORM

Strategic Operating Plan Vision Theme:

- Civic Engagement
- Culture & Recreation
- Economic Development
- Education
- Housing
- Safe & Healthy Environment
- None (Does not apply)

Order of Business:

- Consent Agenda
- Public Hearing
- Presentation-Boards/Commissions
- Unfinished Business
- Citizen/Councilor Request
- Regular Business
- Reports of Council Committees

Action:

- Approve and File
- Take Appropriate Action
- Receive & File (no motion required)
- Approve Ordinance 1st Reading
- Approve Ordinance 2nd Reading
- Set a Public Hearing
- Approve on Emergency Measure

COUNCIL AGENDA ITEM TITLE:

Offices of the Treasurer and the Commissioner of Revenue

ISSUE: To discuss and/or take action regarding recent events involving these two offices

RECOMMENDATION:**TIMING:****BACKGROUND:****ENCLOSED DOCUMENTS:**

- None

STAFF:

Councilor Randolph

FOR IN MEETING USE ONLY

MOTION: _____

Roll Call**SUMMARY:**

- | Y | N | |
|--------------------------|--------------------------|------------------------------------|
| <input type="checkbox"/> | <input type="checkbox"/> | Councilor Debbie Randolph, Ward #1 |
| <input type="checkbox"/> | <input type="checkbox"/> | Councilor Arlene Holloway, Ward #2 |
| <input type="checkbox"/> | <input type="checkbox"/> | Councilor John B. Partin, Ward #3 |
| <input type="checkbox"/> | <input type="checkbox"/> | Mayor Jasmine Gore, Ward #4 |

- | Y | N | |
|--------------------------|--------------------------|--------------------------------------|
| <input type="checkbox"/> | <input type="checkbox"/> | Councilor Janice Denton, Ward #5 |
| <input type="checkbox"/> | <input type="checkbox"/> | Councilor Brenda Pelham, Ward #6 |
| <input type="checkbox"/> | <input type="checkbox"/> | Vice Mayor Patience Bennett, Ward #7 |



CITY OF HOPEWELL CITY COUNCIL ACTION FORM

Strategic Operating Plan Vision Theme:

- Civic Engagement
- Culture & Recreation
- Economic Development
- Education
- Housing
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- None (Does not apply)

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- Approve Ordinance 2nd Reading
- Set a Public Hearing
- Approve on Emergency Measure

COUNCIL AGENDA ITEM TITLE:

Work Place Safety

ISSUE: To discuss and/or take action work place safety within the Municipal Building

RECOMMENDATION:**TIMING:****BACKGROUND:****ENCLOSED DOCUMENTS:**

- None

STAFF:

Councilor Randolph

FOR IN MEETING USE ONLY

MOTION: _____

Roll Call**SUMMARY:**

- | Y | N | |
|--------------------------|--------------------------|------------------------------------|
| <input type="checkbox"/> | <input type="checkbox"/> | Councilor Debbie Randolph, Ward #1 |
| <input type="checkbox"/> | <input type="checkbox"/> | Councilor Arlene Holloway, Ward #2 |
| <input type="checkbox"/> | <input type="checkbox"/> | Councilor John B. Partin, Ward #3 |
| <input type="checkbox"/> | <input type="checkbox"/> | Mayor Jasmine Gore, Ward #4 |

- | Y | N | |
|--------------------------|--------------------------|--------------------------------------|
| <input type="checkbox"/> | <input type="checkbox"/> | Councilor Janice Denton, Ward #5 |
| <input type="checkbox"/> | <input type="checkbox"/> | Councilor Brenda Pelham, Ward #6 |
| <input type="checkbox"/> | <input type="checkbox"/> | Vice Mayor Patience Bennett, Ward #7 |



CITY OF HOPEWELL CITY COUNCIL ACTION FORM

Strategic Operating Plan Vision Theme:

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- Approve Ordinance 2nd Reading
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- Approve on Emergency Measure

COUNCIL AGENDA ITEM TITLE:

Remote Participation Policy

ISSUE: The Virginia General Assembly has authorized members of a Virginia public body to participate in open meetings from a remote location that is not open to the public through electronic means. In order for City Council to participate in meetings remotely, it must have an adopted written policy governing remote participation already in place.

RECOMMENDATION:

TIMING: Action is requested August 13, 2019

BACKGROUND:**ENCLOSED DOCUMENTS:**

- Remote Participation Policy
- Remote Participation Resolution

STAFF:**FOR IN MEETING USE ONLY**

MOTION: _____

Roll Call**SUMMARY:**

Y	N		Y	N	
<input type="checkbox"/>	<input type="checkbox"/>	Councilor Debbie Randolph, Ward #1	<input type="checkbox"/>	<input type="checkbox"/>	Councilor Janice Denton, Ward #5
<input type="checkbox"/>	<input type="checkbox"/>	Councilor Arlene Holloway, Ward #2	<input type="checkbox"/>	<input type="checkbox"/>	Councilor Brenda Pelham, Ward #6
<input type="checkbox"/>	<input type="checkbox"/>	Councilor John B. Partin, Ward #3	<input type="checkbox"/>	<input type="checkbox"/>	Vice Mayor Patience Bennett, Ward #7
<input type="checkbox"/>	<input type="checkbox"/>	Mayor Jasmine Gore, Ward #4			

HOPEWELL CITY COUNCIL
Remote Participation Policy

Subject to the approval by the Mayor, a member of the Council may participate in an open meeting from a remote location through electronic communications means, even though the remote location is not open to the public. Such participation shall be strictly conditioned upon a satisfactory showing of the following:

- (1) A quorum of the public body is physically assembled at the open meeting; and
- (2) prior to the open meeting, the member (a) has notified the Mayor in advance that the member is unable to attend the meeting due to an emergency or personal matter, (b) has described the nature of such emergency or personal matter with sufficient specificity; and (c) the member has not participated in more than two meetings from a remote location in any given calendar year; or
- (3) prior to the open meeting, the member has notified the Mayor that the member is unable to attend the meeting due to a medical condition or a temporary or permanent disability that prevents such attendance.

B In *all* cases in which attendance by remote location is approved, the Mayor shall cause the Clerk record in the minutes of the meeting the identification of the remote location from which a member participates, and the specific nature of the emergency or personal matter causing member to request remote location, or, where applicable (and with less specificity), a reference that the member is unable to attend the meeting due to a medical condition or a temporary or permanent disability.

C The Mayor shall disapprove the member's request to participate from a remote location if such participation will violates the policy set forth herein. The Mayor shall state the reason(s) for his or her disapproval with specificity, in the presence of the Council and shall have the same recorded in the minutes of the meeting.

D The Council shall make arrangements for the voice of the remote member to be heard by those persons assembled at the open meeting location.

**A RESOLUTION ADOPTING
HOPEWELL CITY COUNCIL POLICY
Remote Participation Policy**

WHEREAS, the Virginia General Assembly has authorized members of a Virginia public body to participate in open meetings from a remote location that is not open to the public through electronic means, provided certain conditions exist, and

WHEREAS, one of the conditions the General Assembly requires before a member is permitted to participate from a remote location utilizing electronic means is for public body to have an adopted a written policy governing remote participation already in place; and

WHEREAS the Hopewell City Council has determined that affording its members the right to participate in some meetings from a remote location also operates to further the general health, safety, and welfare of its citizens. Therefore, pursuant to the authority vested in it by Va. Code §2.2-3708.1, as amended, the Hopewell City Council

NOW THEREFORE BE IT RESOLVED that on this 13th day of August, 2019, the Hopewell City Council hereby adopts a “Remote Participation Policy”, which is attached hereto and incorporated by reference, and which may be amended from time to time as required for conformance with state law, by majority vote of City Council, but without the formality of an amendment to this Resolution.

VOTING AYE:

VOTING NAY:

ABSTAINING:

ABSENT:

ATTEST:

Ronnieye Arrington, City Clerk

ADJOURN