

**CITY OF COLONIAL HEIGHTS, VIRGINIA  
Regular Meeting of City Council  
Tuesday, September 8, 2020**

**1. Call to Order**

**The Regular Meeting of City Council was called to order by Mayor Kochuba at 7:20 P.M.**

**2. Roll Call**

**The following members of Council and Council's staff were present for roll call by the Clerk:**

**Present:** Councilman Michael A. Cherry  
Councilman Kenneth B. Frenier  
Councilman W. Joe Green, Jr.  
Councilman John E. Piotrowski

Vice Mayor Elizabeth G. Luck  
Mayor T. Gregory Kochuba

**Absent:** Councilman John T. Wood

**Also Present:** Mr. Douglas E. Smith, City Manager  
Mr. Hugh P. Fisher, III, City Attorney  
Mrs. Pamela B. Wallace, Clerk

**3. Devotion**

**A devotional prayer was led by Mr. Cherry.**

**4. Pledge of Allegiance**

**The Pledge of Allegiance was led by Mayor Kochuba.**

**5. Adoption of Agenda**

**A motion was made by Mr. Green, seconded by Mr. Piotrowski, to adopt the agenda as presented.**

**Vote: 6-0  
Yes: Cherry  
Frenier  
Green, Jr.  
Piotrowski**

**Regular Meeting Minutes**

**September 8, 2020**

**Page 2**

**Luck**  
**Kochuba**  
**No: None**  
**Absent: Wood**  
**Abstained: None**

**Motion: UNANIMOUS PASS**

**6. Declarations of Personal Interest**

**There were none.**

**7. Commendations and Presentations**

**A. Presentation of the 2019-2020 Office on Youth Annual Report**

**Dr. Ann Sorensen made the presentation of the Annual Report to Council.**

**8. Reading of Manner of Addressing Council.**

**Mr. Fisher read the Manner of Addressing Council.**

**9. Written Petitions and Communications**

**A. Mr. Roger Jones, 1013 Colonial Avenue  
Commenting on current civil unrest**

**Mr. Jones commented on the civil unrest and the destruction of historical monuments and property throughout the Country and urged Council to support local law enforcement and their ability and responsibility to enforce the law should rioting and looting present itself in the City of Colonial Heights.**

**10. Advertised Public Hearing**

**There were none.**

**11. Hearing of Citizens Generally on Non-Agenda Items**

**Arthur Spain, 1119 Jet Avenue – Mr. Spain expressed his displeasure with his neighbor and the condition of the property; directing his comments to Mayor Kochuba and Mr. Smith for failing to return his phone calls regarding the issue. Mr. Spain’s language prompted Mayor Kochuba to ask him to please be respectful to Council; however, Mr. Spain left the chambers.**

**12. Consideration of Uncontested Minutes, Ordinances, Resolutions, and Motions in accordance with the Consent Agenda.**

**A. AN ORDINANCE NO 20-22**

**(Second Reading) To grant a special use permit with conditions, to the St. Michael's Church Trustees to allow for a 6.8 square foot internally illuminated sign and a 31 square foot electronic message board on a renovated freestanding sign structure at St Michael's Episcopal Church, 501 Old Town Drive, also known as parcel identification number 680101010A011, which is zoned RL – Low Density Residential District.**

**B. AN ORDINANCE NO 20-FIN-15**

**(Second Reading) To amend the General Fund Budget for the fiscal year beginning July 1, 2019 and ending June 30, 2020, by appropriating \$3,270 in State Homeland Security program (SHSP) grant funds for personnel costs; transferring \$5,000 from the regional jail budget to debt service; and transferring \$125,750 from public safety to judicial administration for community corrections and drug court.**

**C. AN ORDINANCE NO 20-FIN-16**

**(Second Reading) To amend the General Fund Budget for the fiscal year beginning July 1, 2020 and ending June 30, 2021, to appropriate \$500,000 received from the City's CARES funds for the Small Business Grant Program.**

**A motion was made by Mr. Green, seconded by Mr. Frenier, to approve the Consent Agenda as presented.**

**Vote: 6-0**  
**Yes: Cherry**  
**Frenier**  
**Green, Jr.**  
**Piotrowski**  
**Luck**  
**Kochuba**  
**No: None**  
**Absent: Wood**  
**Abstained: None**

**Motion: UNANIMOUS PASS**

**13. Introduction and Consideration of Ordinances and Resolutions**

**A. AN ORDINANCE NO 20-FIN-17**

**(First Reading) To amend the General Fund Budget for the fiscal year beginning July 1, 2020 and ending June 30, 2021, by appropriating \$941,440 in prior year encumbrances.**

**To amend the Emergency Response Fund Budget for the fiscal year beginning July 1, 2020 and ending June 30, 2021, to appropriate the aggregate amount of \$67,252 which includes: 1) \$13,735 in prior year encumbrances; and 2) \$53,517 in CARES funds from the state Board of Elections for the November election.**

**To amend the Stormwater Fund Budget for the fiscal year beginning July 1, 2020 and ending June 30, 2021, by appropriating \$41,634 in prior year encumbrances.**

**To amend the Water and Sewer Fund Budget for the fiscal year beginning July 1, 2020 and ending June 30, 2021, by appropriating \$74,139 in prior year encumbrances.**

**A motion was made by Mr. Green, seconded by Mrs. Luck, to adopt Ordinance No. 20-FIN-17.**

**Mr. Smith further explained the appropriations listed in the ordinance and addressed any questions and/or comment by Council.**

**Vote: 6-0**  
**Yes: Cherry**  
**Frenier**  
**Green, Jr.**  
**Piotrowski**  
**Luck**  
**Kochuba**  
**No: None**  
**Absent: Wood**  
**Abstained: None**

**Motion: UNANIMOUS PASS**

**14. Unfinished Business, Contested Ordinances and Resolutions, And Items Removed From the Consent Agenda.**

There were none.

**15. Reports of Officers and Documents Related Thereto.**

**A. City Manager**

**1. Emergency Management Update**

Chief Hoover provided the most recent COVID-19 updates reporting there had been no exposures and he felt the City was in great shape. He also advised that the City of Petersburg donated a large supply of hand sanitizer which had been distributed to City Departments and area medical facilities.

Following Chief Hoover's comments, Mr. Smith provided information showing the statewide, regional, and local statistics relative to COVID-19 cases; specifically noting that local COVID-19 cases seem to be improving.

Continuing, Mr. Smith made a presentation which showed the areas affected by the August 15-17 flooding and commended staff who assisted in the efforts during and after the event.

Chief Hoover provided information relative to his department's role in the flood recovery effort and evacuation plans set in place should they have been necessary and thanked Mr. Smith for his support during the entire event.

**2. CARES Funding Update**

Mr. Smith provided information relative to the Small Business Grant Program advising that 16 applications had been issued the previous week. Additionally, Mr. Smith advised the Department of Treasury has published additional CARES information which he will provide more updates on at the Council Work Session.

**3. General Activity Report**

Mr. Smith provided information on the following:

- City staff is working with a vendor who has determined the cause of the stagnation of the pond at the Roundabout. Staff is working to obtain permits for the use of herbicides. Mr. Flippen provided

comments relative to the review process and the implementation time associated with VDOT approval.

- **Conduit Road repair was completed today; however, the lanes will remain closed until paving is finished.**
- **Mr. Smith provided possible scenarios for Halloween in the Park in an effort to continue with Halloween festivities. Addressing Mr. Cherry's question with regard to allowing door-to-door trick or treating, Mayor Kochuba polled Council for opinion. It was Council's unanimous consensus that the decision should be left to the parent or individual and there should be no City-wide restriction.**

**B. City Attorney**

**Mr. Fisher provided Council with an update relative to the cleaning, scanning and ultimate destruction of records in his office.**

**C. Director of Planning and Community Development**

**Ms. Hall reported on the following items discussed and/or approved at the September 1, 2020 Planning Commission Meeting:**

- **A Public Hearing was held to discuss and consider a request for a special use permit allowing for a 99 sf. electronic message board on the existing freestanding sign at Keystone Tractor Museum and Grill at 880 West Roslyn Road – Unanimous Pass.**
- **A proposal for preliminary subdivision for Gills Point Section 11 which would create three new parcels in addition to the parent parcel – Unanimous Pass.**

**Before adjournment, Mrs. Luck requested discussion at a work session to discuss and consider the addition of a new item on the Regular Council Agenda allowing for Council Comments. Mrs. Luck stated this would allow for Council's prior review of any items or proposed action to be presented by a Council member, prior to the meeting. Mayor Kochuba recommended this item be placed on the September 15, 2020 Work Session Agenda.**

**16. Adjournment**

**There being no further business, a motion was made by Mayor Kochuba, seconded by Mr. Cherry, and carried unanimously on voice vote to adjourn the meeting. The meeting was adjourned at 8:24 P.M.**

**APPROVED:**

---

**T. Gregory Kochuba, Mayor**

**ATTEST:**

---

**Pamela B. Wallace, City Clerk**