

CITY OF COLONIAL HEIGHTS, VIRGINIA
Regular Meeting of City Council
Tuesday, July 12, 2016

1. Call to Order

The Regular Meeting of City Council was called to order by Mayor Kochuba at 7:00 P.M.

2. Roll Call

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

Present: Councilman Kenneth B. Frenier
Councilman W. Joe Green, Jr.
Councilwoman Elizabeth G. Luck
Councilman John E. Piotrowski
Councilman John T. Wood
Vice Mayor Diane H. Yates
Mayor T. Gregory Kochuba

Absent: None

Also Present: Mr. Thomas L. Mattis, City Manager
Mr. Hugh P. Fisher, III, City Attorney
Mrs. Pamela B. Wallace, City Clerk

3. Devotion

A devotional prayer was led by Mrs. Betsy Luck.

4. Pledge of Allegiance

The Pledge of Allegiance was led by Mayor Kochuba.

5. Adoption of Agenda

A motion was made by Mrs. Luck, seconded by Mrs. Yates, to approve the agenda as presented.

Vote: 7-0
Yes: Frenier
Green, Jr.
Luck

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Piotrowski
Wood
Yates
Kochuba
No: None
Absent: None
Abstained: None

Motion: UNANIMOUS PASS

6. Declarations of Personal Interest

Declarations of Personal Interest were read by Messrs. Frenier and Piotrowski and filed with the Clerk.

Mayor Kochuba recognized Chris Kollman, School Board Vice Chairman.

7. Commendations and Presentations

- A. A Resolution No. 16-15
In memory of James A. Pond.**

A motion was made by Mr. Wood, seconded by Mrs. Yates, to adopt Resolution No. 16-15.

Vote: 7-0
Yes: Frenier
Green, Jr.
Luck
Piotrowski
Wood
Yates
Kochuba
No: None
Absent: None
Abstained: None

Motion: UNANIMOUS PASS

- B. A Proclamation recognizing GFWC Swift Creek Woman's Club – Celebrating 50 years of Living the Volunteer Spirit.**

8. Reading of Manner of Addressing Council.

The City Attorney read the Manner of Addressing Council.

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9. Written Petitions and Communications

- A. Request for Special Use Permit – Lewis Waskey, 406, 408, and 410 Dupuy Avenue to request an increase of the total number of allowed companion animals.**

Returning to Council, Mr. Waskey requested an extension or continuance to make modifications to the existing structures to provide a buffer to control the noise created by the birds.

After much discussion by Council, Mayor Kochuba polled Council as to their decision regarding granting Mr. Waskey a continuance allowing him to plant a buffer to control the noise of the birds. The vote was 6 to 1 with Mrs. Yates dissenting.

10. Advertised Public Hearing

There was none.

11. Hearing of Citizens Generally on Non-Agenda Items

Mr. Wood thanked Chief A. G. Moore and his staff for their support during the time of his wife's death.

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

- A. AN ORDINANCE NO 16-15
(Second Reading) To amend Chapter 250, Subdivision of Land, of the Colonial Heights City Code by updating antiquated language and references contained within the Chapter, by adding § 250-4, 250-12, 250-40, 250-47, 250-48, 250-58, 250-66, 250-67, 250-68, 250-70, 250-72, 250-73, 250-74, 250-8, 250-80, 250-83, 250-84, and 250-86.**
- B. AN ORDINANCE NO 16-19
(Second Reading) To grant a special use permit to Lundie Holdings LLC and C&T Land, LLC, to allow for an office and restaurant development located at 2500 Boulevard to operate with fewer parking spaces than the City Code specifies.**
- C. AN ORDINANCE NO – 16-21
(Second Reading) To vacate an approximate 0.174 acre parcel of undeveloped public right-of-way, which is located near the corner of**

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MacArthur Avenue and Elko Avenue, and which is adjacent to property owned by Kroger Limited Partnership I (parcel ID number 5400020000H) on its eastern boundary line and adjacent to property owned by Michael L. Wells (parcel ID number 5400040E040) on its western boundary line.

- D. AN ORDINANCE NO16-22
(Second Reading) To vacate as public right-of-way an approximate 0.056 acre parcel which fronts Temple Avenue on its northern boundary line and is bounded by property owned by Kroger Limited Partnership I (parcel ID number 5400020000H) on its eastern, southern, and western boundary lines; such right-of-way being the former Temple Avenue entrance to the old courthouse parking lot.**
- E. AN ORDINANCE NO 16-FIN-11
(Second Reading) To amend the General Fund Budget for the fiscal year beginning July 1, 2015 and ending June 30, 2016, to transfer \$14,415 from Reserve – Asset Forfeiture – Federal – Commonwealth Attorney to Judicial to provide partial funding for the replacement of the case management software in the Commonwealth Attorney’s Office.**
- F. October 13, 2015 Regular Meeting Minutes**
- G. October 20, 2015 Special Meeting Minutes**
- H. May 10, 2016 Special Meeting Minutes**
- I. June 14, 2016 Special Meeting Minutes**

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

Vote: 7-0
Yes: Frenier
Green, Jr.
Luck
Piotrowski
Wood
Yates
Kochuba
No: None
Absent: None
Abstained: None

Motion: UNANIMOUS PASS

13. Introduction and Consideration of Ordinances and Resolutions

- A. AN ORDINANCE NO 16-FIN-13
(First Reading) To amend the General Fund Budget for the fiscal year beginning July 1, 2016 and ending June 30, 2017, to appropriate funds in the aggregate amount of \$9,338 to net Constitutional Office recoveries to be added to Contingencies; and \$227,104 in reallocations and modifications of budget and general salary adjustment effective July 1, 2016, modification of existing positions, and updating of employee salary lapse amounts.**

A motion was made by Mrs. Luck, seconded by Mrs. Yates, to adopt Ordinance No. 16-FIN-13.

Mr. Mattis stated the proposed ordinance had no adverse effect on the budget. There were no comments from Council.

**Vote: 7-0
Yes: Frenier
Green, Jr.
Luck
Piotrowski
Wood
Yates
Kochuba
No: None
Absent: None
Abstained: None**

Motion: UNANIMOUS PASS

- B. AN ORDINANCE NO 16-23
(First Reading) To adopt a revised General Pay Plan Class and Salary Range that includes new grade assignments for the Director of Information Technology, Paralegal/Deputy City Clerk, Executive Assistant, and Administrative Assistant; and adopts revised job descriptions for three of the positions.**

A motion was made by Mr. Green, seconded by Mrs. Yates, to adopt Ordinance No. 16-23.

Mr. Mattis stated the proposed ordinance was to update the plan to reflect the COLA increase and adjustments to the noted positions. Mr. Mattis also stated

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there was no change in personnel and that adjustments had been made to administrative positions and minor pay increases would be made.

Vote: 7-0
Yes: Frenier
Green, Jr.
Luck
Piotrowski
Wood
Yates
Kochuba
No: None
Absent: None
Abstained: None

Motion: UNANIMOUS PASS

- C. AN ORDINANCE NO 16-FIN-12**
(First Reading) To amend the Capital Projects Fund Budget to appropriate \$11,000,000 in Future Debt instruments; \$5,500,000 for the Public Safety Radio Communications System; and \$5,500,000 for the School Board CIP.

A motion was made by Mrs. Yates, seconded by Mr. Frenier, to adopt Ordinance No. 16-FIN-12.

Vote: 7-0
Yes: Frenier
Green, Jr.
Luck
Piotrowski
Wood
Yates
Kochuba
No: None
Absent: None
Abstained: None

Motion: UNANIMOUS PASS

- D. AN ORDINANCE NO 16-FIN-14**
(First Reading) To amend the General Fund Budget for the fiscal year beginning July 1, 2016 and ending June 30, 2017, to appropriate

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funds in the aggregate amount of \$121,957, which consists of \$111,855 in State funding changes (\$92,589 allocated to street maintenance; a reduction of \$1,094 in Library funding; and \$20,360 allocated to contingencies), a reduction of \$1,898 in administrative charges that were estimated in the original budget and \$12,000 in funds from the Department of Conservation of the Office on Youth for the Pocahontas State Work Program.

A motion was made by Mr. Green, seconded by Mr. Frenier, to adopt Ordinance No 16-FIN-4.

Vote: 7-0
Yes: Frenier
Green, Jr.
Luck
Piotrowski
Wood
Yates
Kochuba
No: None
Absent: None
Abstained: None

Motion: UNANIMOUS PASS

- E. A RESOLUTION NO 16-24**
Providing signatory authority to the City Manager to execute the Fourth Amendment to the Special Project Service Agreement with the Central Virginia Waste Management Authority (CVWMA) for Residential Recycling and Drop-off Services.

A motion was made by Mr. Green, seconded by Mr. Piotrowski, to adopt Resolution No. 16-24.

Vote: 7-0
Yes: Frenier
Green, Jr.
Luck
Piotrowski
Wood
Yates
Kochuba
No: None
Absent: None

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Abstained: None

Motion: UNANIMOUS PASS

F. A RESOLUTION NO 16-25

Providing signatory authority to the City Manager to execute the Special Project Service Agreement with the Central Virginia Waste Management authority (CVWMA) for the Collection and Recycling of Lead-Acid Batteries.

A motion was made by Mrs. Yates, seconded by Mrs. Luck, to adopt Resolution No. 16-25.

Vote: 7-0

**Yes: Frenier
Green, Jr.
Luck
Piotrowski
Wood
Yates
Kochuba**

No: None

Absent: None

Abstained: None

Motion: UNANIMOUS PASS

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

15. Reports of Officers and Documents Related

A. City Manager

1. Update on CHPD Body-Worn Camera Program

Chief Faries provided Council with an update and history of the Body Worn Camera Program since its inception in 2014. Chief Faries advised that the proposed upgrade to the Taser Axon Body II from the current cameras would cost approximately \$22,000 more per year. Mr. Johnson added that a budget amendment would not be necessary.

2. Review of FY 16-17 Street Resurfacing/Reconstruction Program Funding and Management

Mr. Henley reported that due to inclement weather and other unforeseen circumstances, only one of the three proposed streets had been completed.

After continued discussion, it was the consensus of Council for Mr. Henley to proceed as scheduled.

3. General Activity Report and/or Project Update

Mrs. Epps provided her final draft of the proposed Strategic Plan which was to be sent to the Economic Development Authority at the end of the week for their review and comments, then to the Planning Commission, and then to Council for their final approval. Mr. Mattis recalled Mrs. Epps efforts to employ staff and stakeholder input. Mr. Mattis asked that Council to keep in mind that he and staff were looking for this to be a fairly definitive working plan for the staff. Mr. Mattis stated he and Mrs. Epps were look for definitive priorities from Council in an effort for them to focus on those priorities.

At the previous request of Mr. Green, Mrs. Epps created a tri-fold pamphlet to help promote tourism in the City of Colonial Heights. Mrs. Epps stated the pamphlet was a draft, at which time Mr. Green asked if he could present the pamphlet to the Historical Commission at their next meeting.

Addressing Mayor Kochuba's question, Mrs. Epps stated initially, the brochure would be placed in the local hotels then she would expand to work with Petersburg Area Regional Tourism (PART).

B. City Attorney

Mr. Fisher had nothing to report.

C. Director of Planning and Community Development

Dr. Davis reported that the Planning Commission did not meet in July; however, the Southern Gateway Land Use Committee had its first meeting in April and they were getting ready to schedule the second meeting in the near future.

Addressing Mr. Frenier's question, Mr. Mattis reported that the City's request for revenue sharing for Conduit Road and Ellerslie Avenue had been approved.

Mr. Piotrowski asked that Mr. Guidry of CFS provide Council with an update of the situation at the landfill. Mr. Piotrowski stated he had received many complaints from constituents. Mrs. Yates provided additional comments relative to the declining service. Mr. Mattis stated CVWMA would review its contract with CFS next year.

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16. Consideration of Claims

There were none.

17. Adjournment

There being no further business, a motion was made by Mr. Piotrowski, seconded by Mr. Frenier to adjourn the meeting. The meeting was adjourned at 10:02 P.M.

APPROVED:

T. Gregory Kochuba, Mayor

ATTEST:

Pamela B. Wallace, City Clerk