

**CITY OF COLONIAL HEIGHTS, VIRGINIA
Regular Meeting of City Council
Tuesday, January 10, 2022**

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
Councilwoman Elizabeth G. Luck
Councilman John E. Piotrowski
Councilwoman Dr. Laura F. Poe
Councilman John T. Wood
Vice-Mayor Robert W. Wade
Mayor T. Gregory Kochuba

Absent: None

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 the Honorable John T. Wood.

4. Pledge of Allegiance

The Pledge of Allegiance was led by Mayor Kochuba.

5. Adoption of Agenda

A motion was made by Dr. Poe, seconded by Mr. Piotrowski, to approve the agenda as presented.

Vote: 7-0
Yes: Frenier
Luck
Piotrowski
Poe

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Wade
Wood
Kochuba
No: None
Absent: None
Abstained: None

Motion: UNANIMOUS PASS

6. Declarations of Personal Interest

A Declaration was read by Dr. Poe relating to Ordinance No. 22-21 then filed with the Clerk.

7. Commendations and Presentations

- A. Recognizing the Finance Department Billing and Collections and Utility Billing Staff for their dedicated service.**

Mayor Kochuba and Mr. Smith recognized the following employees:

Debbie Holt – Billing and Collections
Peggy Whitehurst – Billing and Collections
Kayla Bessant – Utility Billing
Luis Enrique Valez-Ortiz – Utility Billing
Dianne Piotrowski – Utility Billing

Absent employees were:

Cheryl Rondini – Billing and Collections
Lindsay Johnson – Billing and Collections
John Holladay – Utility Billing

- B. Presentation of the Annual Tourism Update and Tourism Improvement District by J. C. Poma, Vice President of Community Relations, Richmond Regional Tourism**

Jack Berry, President and CEO, Katherine O'Donnell, Executive Vice President, and J. C. Poma, Vice President of Community Relations of Richmond Regional Tourism (RRT), provided Council with information on the significant improvement in regional tourism since the COVID pandemic; and the significant positive economic impact this change was having regionally and locally. RRT staff advised of the significant growth in sports

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tourism here in Colonial Heights and the region, as well as the asset the VSU Multipurpose Center has become to the region.

Additionally, RRT staff provided information on the continuing efforts to advertise the region through various means and the impact such efforts were having on the tourism growth of the region.

8. Reading of Manner of Addressing Council.

Mr. Fisher read the Manner of Addressing Council.

9. Written Petitions and Communications

There were none.

10. Advertised Public Hearing

- A. AN ORDINANCE NO 22-22
(Second Reading) Approving a Right of way (easement) agreement with Virginia Electric and Power Company d/b/a Dominion Energy Virginia.**

A motion was made by Dr. Poe, seconded by Mr. Piotrowski, to approve Ordinance No. 22-22.

Mr. Fisher provided background information relative to the relocation of Dominion Energy power poles around the City Courthouse property at the time of the sale of the old Colonial Heights Baptist Church. Mr. Fisher advised there had been no approved right of way agreement at that time for the relocation; however, City Engineering staff had been successful in obtaining the necessary easement agreement initiating Ordinance No. 22-22.

There were no public comments from the public or Council.

**Vote: 7-0
Yes: Frenier
Piotrowski
Poe
Wade
Wood
Luck
Kochuba
No: None
Absent: None**

Abstained: None

11. Hearing of Citizens Generally on Non-Agenda Items

Van Temple, 613 Hamilton Avenue – Requested the status of 608 Hamilton Avenue.

David Bass, 1006 Forestview Drive – Provided his concerns relative to the proposed Fall Line Trail Project.

Gray Collins, City Commonwealth Attorney – Mr. Collins advised of the passing of the Honorable Judge Herbert Gill, Jr. and requested that all City buildings be closed from 2 P.M. to 5 P.M. on January 20, 2023 in his honor.

Mr. Wood provided additional comments regarding the late Judge Gill and motioned that City flags be flown at half-staff on January 20, 2023. The motion was seconded by Mrs. Luck and carried unanimously on roll call vote.

A second motion was made by Mr. Wood, seconded by Mr. Frenier, to close City operations from 2 P.M. to 5 P.M. Friday, January 20, 2023, in honor of the late Judge Herbert Gill, Jr.

There was discussion by City staff relative to the costs associated with the closure of City offices. After much discussion by Council and City staff relative to the requested closure of City offices; Mr. Wood withdrew his motion, seconded by Dr. Poe, to defer the motion until further discussion at the January 17, 2023 work session. Motion carried unanimously on roll call vote.

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

- A. AN ORDINANCE NO 22-21
(Second Reading) To ratify payment of a one-time \$1,000 pandemic bonus to School Resource Officers provided by Colonial Heights Public Schools.**

A motion was made by Mr. Piotrowski, seconded by Dr. Poe, to approve the Consent Agenda as presented.

**Vote: 7-0
Yes: Frenier
Piotrowski
Poe**

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

Motion: UNANIMOUS PASS

13. Introduction and Consideration of Ordinances and Resolutions

- A. A RESOLUTION NO 23-2**
Awarding the City Clerk a 5% salary increase.

A motion was made by Mrs. Luck, seconded by Mr. Piotrowski, to approve Resolution No. 23-2.

Vote: 7-0
Yes: Frenier
Piotrowski
Poe
Wade
Wood
Luck
Kochuba
No: None
Absent: None
Abstained: None

Motion: UNANIMOUS PASS

- B. A RESOLUTION NO 23-3**
Renewing for four years Council's commitment to fund the local share of projects under agreement with the Virginia Department of Transportation and provide signatory authority to the City Manager or his designee.

A motion was made by Mr. Wood, seconded by Dr. Poe, to approve Ordinance No. 23-3.

Mr. Smith provided background on the request for approval; however, there was no discussion or comments by Council.

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Vote: 7-0
Yes: Frenier
Piotrowski
Poe
Wade
Wood
Luck
Kochuba
No: None
Absent: None
Abstained: None
Motion: UNANIMOUS PASS

- C. A RESOLUTION NO 23-4**
Specifying the regular meeting dates of the Colonial Heights
City Council.

A motion was made by Dr. Poe, seconded by Vice Mayor Wade, to approve
Resolution No. 23-4.

There was no discussion or comments by Council.

Vote: 7-0
Yes: Frenier
Piotrowski
Poe
Wade
Wood
Luck
Kochuba
No: None
Absent: None
Abstained: None

Motion: UNANIMOUS PASS

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

There was none.

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

- A. City Manager**

1. General Activity Report

Mr. Smith advised of an additional opportunity for a grant from the Cameron Foundation for restoration funding for Violet Bank. Additionally, Mr. Smith advised there would be a work session on January 17, 2023; however, it would be up to Council as to whether or not they wished to hold a February work session. After further discussion, it was the consensus of Council not to hold a February work session as Council and staff would have just returned from the retreat the week prior.

2. City of Colonial Heights Audit Statement

In accordance with requirements in the Code of Virginia §15.2-2511, if a locality's audit is not completed as required by this statute, the locality must promptly post a statement on its website, if such website exists, with the following information:

- That the required audit is pending,**
- The reasons for the delay,**
- And the estimated date of completion.**

City of Colonial Heights Audit Statement

The City of Colonial Heights audit for the fiscal year ending June 30, 2022 is pending. The major factors for the delay of the audit are the implementation of a new financial system and vacancies in various important positions related to the audit: the Director of Finance (vacant for a significant portion of FY 21-22) and the Deputy Director of Finance. The City of Colonial Heights finance team is working diligently to complete their tasks for the auditors to prepare the audit report. Our estimated date of completion for the audit report is February 28, 2023.

Mr. Smith advised of the notifications required by State Code should a locality's audit not be completed as required by the statute. Mr. Smith advised this notification did not have an effect on the City obtaining an unmodified audit opinion.

B. City Attorney

Mr. Fisher reported on the following:

- Mr. Fisher advised he had planned to attend a hearing on the decertification of the former Police Chief; however, the hearing was delayed.**

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- **Mr. Fisher advised of the recent election by the School Board of Steven Neece as Chair and Angie Woody as Vice Chair for the next year. Additionally, Mr. Fisher reported that the Planning Commission recently elected Mitch Hartson as Chair and Rita Schiff as Vice Chair for the next year.**
- **Mr. Fisher requested clarification as to how he and Mr. Smith should proceed with respect to the City's options regarding 608 Hamilton Avenue. After brief discussion, it was the consensus of Council that there would be further discussion at the Council Retreat.**

C. Director of Planning and Community Development

Mr. Carter provided an overview of the Planning Commission's actions during 2022. Additionally, Mr. Carter recalled Mr. Fisher's announcement of the newly appointed Chair and Vice Chair of the Commission and further advised of the change in the meeting start time from 7:00 P.M. to 6:00 P.M.

16. Adjournment

There being no further business, a motion was made by Vice Mayor Wade, seconded by Mr. Piotrowski, and carried unanimously on voice vote to adjourn the meeting. The meeting was adjourned at 8:36 P.M.

APPROVED:

T. Gregory Kochuba, Mayor

ATTEST:

Pamela B. Wallace, City Clerk