

**CITY OF COLONIAL HEIGHTS, VIRGINIA**  
**Regular Meeting of City Council**  
**Tuesday, February 14, 2022**

**1. Call to Order**

**The Regular Meeting of City Council was called to order by Mayor Kochuba at 7:08 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 Robert W. Wade.**

**4. Pledge of Allegiance**

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

**5. Adoption of Agenda**

**A motion was made by Mr. Frenier, 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**

**Declaration was read by Dr. Poe then filed with the Clerk.**

**7. Commendations and Presentations**

**There were none.**

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

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

**Before moving forward, Mayor Kochuba recognized Mrs. Angie Woody, School Board Chair.**

**9. Written Petitions and Communications**

**There were none.**

**10. Advertised Public Hearing**

- A. AN ORDINANCE NO 23-1  
(First Reading) Granting an easement to Verizon Virginia Inc. allowing Verizon Virginia Inc. to install communication system lines on utility poles across four parcels bordering the Boulevard or Dupuy Avenue that the City of Colonial Heights owns.**

**A motion was made by Dr. Poe, seconded by Mrs. Luck, to approve Ordinance No. 23-12.**

**Mr. Fisher recalled the purchase of the property from the former Colonial Heights Baptist Church and the failure by Dominion and Verizon to obtain the proper easement from the City. Since this time, Mr. Fisher advised that**

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**City staff has worked with Verizon and Dominion to correct the issue in obtaining such easement.**

**Public Comment: None**

**Council Comments:**

**Addressing Mr. Wood's question, Mr. Fisher advised there was no impairment of the remaining parcel.**

**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**

**Kyle Gibson, 228 Hamilton Avenue – Mr. Gibson provided comments relative to his ongoing issues with his neighbors playing excessively loud music which is affecting his family's quality of life. Mr. Gibson requested the Council strengthen the City's current noise ordinance.**

**After additional discussion by Council, to further discuss the current noise ordinance at an upcoming work session.**

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

**A. AN ORDINANCE NO 23-FIN-1**  
**(Second Reading) To amend the General Fund Budget for the fiscal year beginning July 1, 2022 and ending June 30, 2023, by \$420,727 consisting of 1) \$1,021 from DMV select services, 2) \$9,539 from the Litter Grant, 3) \$11,860 from the Selective Enforcement Alcohol Grant, 4) \$937 from end of the year Shoe Fund donations, 5) \$2,000 from Sheriff donations, and 6) \$395,370 from end of the year unspent pavement preservation funds.**

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To amend the Water and Sewer Fund for the fiscal year beginning July 1, 2022 and ending June 30, 2023, by transferring \$140,885 in Contingency Funds from the General Fund Budget for emergency sewer repair.

- B. March 4-5, 2022 Retreat Minutes**
- C. December 13, 2022 Special Meeting Minutes**
- D. December 13, 2022 Regular Meeting Minutes**
- E. January 3, 2023 Organizational Meeting Minutes**
- F. January 10, 2023 Special Meeting Minutes**
- G. January 10, 2023 Special Meeting Minutes**

**A motion was made by Dr. Poe, seconded by Vice Mayor Wade, to approve the Consent Agenda as presented.**

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

**Motion: UNANIMOUS PASS**

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

- A. AN ORDINANCE NO 23-FIN-2**  
**(First Reading) To amend the General Fund Budget for the fiscal year beginning July 1, 2022 and ending June 30, 2023, by \$464,462 consisting of 1) \$716 from DMV Select Services to General and Financial Administration; 2) \$179 from DMV Select Services to Non-departmental; 3) \$162,151 from assigned balance for the Lakeview Dam to Public Works; 4) \$1,236 in reimbursement for the diesel fuel spill to Public Safety; 5)**

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**\$240,080 from a FEMA grant to Public Safety; 6) \$100 to Public Safety for a donation to the Sheriff's Department; and 7) \$60,000 from assigned balance for implementation of Microsoft Office 365 to General and Financial Administration.**

**A motion was made by Mr. Frenier, seconded by Dr. Poe, to approve Ordinance No. 23-FIN-2.**

**Mr. Smith provided brief comments relative to the allocations of the proposed ordinance; specifically noting the Lakeview Project Dam Project and the award of the FEMA grant to Public Safety. Addressing Mayor Kochuba's question relating to the demolition of the property at 1600 Lakeview Avenue, Chief Hoover advised that the cost of the demolition was included in the grant and continued to provide additional details relative to the grant and grant process. Chief Hoover further advised that City expenditures were 100% reimbursable.**

**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. Discussion and Consideration of a Proposed City Logo Concept**

**Mr. Smith provided Council with a design concept of a proposed logo which was not meant to replace the City seal. After discussion by Council and staff, it was the consensus of Council for Mr. Smith to bring the logo discussion back before Council at a future work session.**

**2. Discussion and Consideration of a City Internship Program**

**Mr. Smith recalled Council's previous discussion desiring to consider implementation of an Internship Program and provided additional comments and advised of the city departments currently utilizing interns. Mayor Kochuba suggested utilization of college students during the summer with Dr. Poe providing additional comments relative to the utilization of two former students from Longwood, who were interns in the Office of Youth and Human Services. Mrs. Luck provided comments relative to the internship program of Chesterfield County; specifically noting their allocation for the program in their annual budget. Mrs. Luck stated that such a program could lead to future employment.**

**3. Staff Update on Lakeview Dam Improvements**

**At the request of Mr. Smith, Mr. Todd Flippen provided background information and the timeline for the Lakeview Dam project which began May of 2022. Mr. Flippen advised that the lowest bid of \$649,150 was received from Abernathy Construction with \$600,000 in ARPA funds available and a proposed \$250,000 state appropriation initiated by Delegate Mike Cherry, which would be available July 1, 2023. The project completion date is proposed for August of 2023.**

**Mr. Smith requested Council's acceptance of the bid from Abernathy Construction. After additional questions were addressed by staff, Mayor Kochuba called for a vote to move forward with the bid process.**

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

**Motion: UNANIMOUS PASS**

**4. Staff update on the Implementation of Utility Infrastructure Improvements**

**Mr. Flippen provided an update relative to proposed utility infrastructure improvements, equipment purchased to assist with such improvements, and funding sources. There was no official request or vote.**

**5. Briefing and presentation of information by Chief William Anspach on License Plate Reader Technology**

**At the request of Mr. Smith, Chief Anspach provided a detailed presentation relative Automated License Plate Reader (ALPR) devices which capture computer readable images of license plates and vehicles, allowing officers to compare plate numbers against those of stolen cars or wanted individuals.**

**Chief Anspach provided statistical information relative to support the need for installation of FLOCK cameras to utilize the ALPR. Chief Anspach advised that all surrounding jurisdictions currently utilize the ALPR, allowing for each jurisdiction to share information.**

**At the conclusion of Chief Anspach's presentation, Mr. Smith requested Council's support of the Department's submission of an application for a grant, up to \$10,000, with the Virginia State Police for the purchase of four FLOCK cameras to support the ALPR.**

**Chief Anspach addressed several questions and provided clarifying information for councilmembers before Mayor Kochuba asked for a consensus vote to move forward with the grant application.**

**Vote: 6-1**  
**Yes: Frenier**  
**Piotrowski**  
**Poe**  
**Wade**  
**Luck**  
**Kochuba**  
**No: Wood**  
**Absent: None**  
**Abstained: None**

**Motion: PASS**

**7. 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 localities 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:**

- **He would be presenting additional Resolutions to Council at an upcoming meeting, relative to the ongoing opioid settlement.**
- **Advised that staff could expect in the upcoming weeks, a FOIA portal which citizens and City officials may access in an effort to request and/or obtain FOIA material. Mr. Fisher advised that the platform will store information and expedite the FOIA process. There will be two portals; one for the City and a second for the Police Department.**

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

**Mr. Carter had nothing to report**

**Before adjournment, Mayor Kochuba advised there would not be a February Work Session.**



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**16. Adjournment**

**There being no further business, a motion was made by Mr. Frenier, seconded by Mr. Piotrowski, and carried unanimously on voice vote to adjourn the meeting. The meeting was adjourned at 9:02 P.M.**

**APPROVED:**

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**T. Gregory Kochuba, Mayor**

**ATTEST:**

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**Pamela B. Wallace, City Clerk**