

MINUTES OF THE SEPTEMBER 29, 2020 CITY COUNCIL REGULAR MEETING

A regular meeting of the Hopewell City Council was held Tuesday, September 29, 2020, at 5:30 p.m. The meeting was scheduled to be held by electronic communication only, pursuant to Va. Code § 2.2-3708(A)(3).

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

Charles Dane, Assistant City Manager
Sandra R. Robinson, City Attorney
Camisha M. Brown, Interim City Clerk

ABSENT: John M. Altman, Jr., City Manager

ROLL CALL

Mayor Gore opened the meeting at 5:32 p.m. Due to the Novel Coronavirus (COVID-19), the meeting was held via Zoom Video Communications. Council was allowed to either call in on the telephone, or were able to video in using a smart phone, computer, laptop, or tablet. Citizens were able to watch the meeting live via YouTube. Mayor Gore requested a roll call, as follows:

Mayor Gore	-	present
Vice Mayor Bennett	-	absent
Councilor Randolph	-	present
Councilor Holloway	-	present
Councilor Partin	-	present
Councilor Denton	-	present
Councilor Pelham	-	present

CLOSED MEETING

At 5:35 p.m., Councilor Pelham moved to go into closed meeting pursuant to Va. Code Sections 2.2-3711 (A)(1) to discuss and consider personnel matters, including the consideration, interview, and appointment of prospective candidates for employment (City Clerk) and appointment (boards and commissions);(A)(29) to discuss the award of a public contract (Finance Director Services) involving the expenditure of public funds, the terms and scope of such contract and where discussion in open session would adversely affect the bargaining position of the City, and to the extent such discussions will be aided thereby, (A)(4) for the protection of the privacy of individuals in personal matters not related to public business. Councilor Partin seconded the motion. A friendly amendment was made to make the motion available to speak about other contracts it was accepted by both Councilors. Upon the roll call, the vote resulted:

Councilor Randolph	-	yes
Councilor Holloway	-	yes

Councilor Partin	-	yes
Mayor Gore	-	yes
Councilor Denton	-	no
Councilor Pelham	-	yes
Vice Mayor Bennett	-	no

Motion passed 5-2

RECONVENE OPEN MEETING

At 6:41 p.m. Councilor Pelham moved that Council come out of Closed Session. The motion was seconded by Councilor Partin. Mayor Gore requested that Council provide a date to have a Special Meeting for City Clerk interviews, also submit any questions you have for the interview to the Clerk. Mayor Gore also advised no appointments were made to any Boards and Commissions and to add the appointments to the next Closed Session packet and also asked for the Clerk to poll Council in regards to having a Special Closed Meeting to discuss the Financial Services contract and for Councilor Pelham to work with the City Attorney in regards to her item she requested for Closed Session. Upon the roll call, the vote resulted:

Councilor Randolph	-	yes
Councilor Holloway	-	yes
Councilor Partin	-	yes
Mayor Gore	-	yes
Councilor Denton	-	yes
Councilor Pelham	-	yes
Vice Mayor Bennett	-	yes

Motion passed 7-0

CERTIFICATION

Immediately thereafter, Council responded to the question pursuant to Virginia Code § 2.2-3712 (D): were only public business matters (I) lawfully exempted from open-meeting requirements and (II) identified in the closed-meeting motion discussed in closed meeting? Upon the roll call, the responses resulted:

Councilor Randolph	-	yes
Councilor Holloway	-	yes
Councilor Partin	-	yes
Mayor Gore	-	yes
Councilor Denton	-	yes
Councilor Pelham	-	yes
Vice Mayor Bennett	-	yes

Motion passed 7-0

WORK SESSION

At 6:43 p.m., Mayor Gore requested roll call as follows:

Mayor Gore	-	present
Vice Mayor Bennett	-	present
Councilor Randolph	-	present
Councilor Holloway	-	present

Councilor Partin	-	present
Councilor Denton	-	present
Councilor Pelham	-	present

Councilor Partin moved to adopt the Work Session agenda. The motion was seconded by Councilor Denton. There was discussion among Council. Upon the roll call, the vote resulted:

Councilor Randolph	-	yes
Councilor Holloway	-	yes
Councilor Partin	-	yes
Mayor Gore	-	yes
Councilor Denton	-	yes
Councilor Pelham	-	yes
Vice Mayor Bennett	-	yes

Motion passed 7-0

WS - 1 Hopewell Development and Housing Authority Rezoning- The City of Hopewell has received a request from Hopewell Redevelopment and Housing Authority (HRHA) to rezone three properties located at 1012 Winston Churchill Drive. The property is identified as Sub-Parcels 042-0195, 042-0095, and 042-0252. The legal description for Sub-Parcel 042-0195 is Lots 1 through 12, Block 5 and Lots 1 through 12, Block 7 and Lots 1 through 12, Block 10. The legal description for Sub-Parcel 042-0095 is Lots 1-4, Block 3. The legal description for Sub-Parcel 042-0252 is Vacated Ash Street and Part of Cedar Street Vacated. All parcels are located in the Highland Park Subdivision. The applicant’s proposal is to rezone the property to R-4, Residential, Apartments, in order to construct a residential complex with 68 units. This was a previous discussion that continued on from the September 15th Council meeting. There was additional discussion among Council, Mr. McCoy, Mr. Benham and Director Griffin.

WS-2 1818 Liberty Avenue Conditional Use Permit Amendment- The City of Hopewell has received a request from Barber Construction LLC to amend a Conditional Use Permit (CUP) in accordance with Article XXI., Amendment, Section D, Sub-section (k), Amendment of a Conditional Use Permit to add a driveway to the parcel, thereby increasing the lot coverage above five (5) percent. The initial Conditional Use Permit was approved by the City Council on November 27, 2018. Director Griffin presented the details of the Conditional Use Permit amendment submitted by Mr. Donald Barber of Barber Construction. There was discussion among Council in regards to if the driveway would work for the residence.

WS-3 106 North Main Street Conditional Use Permit- The City of Hopewell has received a request from WRM LLC, owner of 106 North Main Street, also identified as Sub-Parcel # 011-0040, to allow apartments on the second and subsequent floors of commercial and office buildings/uses containing an average square footage below nine hundred (900) gross square feet.

Councilor Partin moved to extend the meeting until the completion of the reports of the City Manager, His motion was seconded by Mayor Gore. Mayor Gore requests that R-5 be moved up to R-1 due to Council having

guests at the meeting and move all the other items down. Everyone agreed to the changes. Upon roll call, the vote resulted:

Councilor Randolph	-	yes
Councilor Holloway	-	yes
Councilor Partin	-	yes
Mayor Gore	-	yes
Councilor Denton	-	yes
Councilor Pelham	-	yes
Vice Mayor Bennett	-	yes

Motion passed 7-0

WS-4 900 Industrial Street Development Standards Modification- A request received from Virginia American Water/Reynolds Construction for a Modification to the Development Standards at Sub-Parcel #048-0200 to park more than five (5) cars on a graveled area. Director Griffin provided a brief overview to Council and stated Mr. Elliot Eliades, Planning Commission, was available to answer any questions from Council.

At 7:55 p.m., Councilor Denton moved to adjourn the Work Session. Her motion was seconded by Councilor Pelham. Upon the roll call, the vote resulted:

Councilor Randolph	-	yes
Councilor Holloway	-	yes
Councilor Partin	-	yes
Mayor Gore	-	yes
Councilor Denton	-	yes
Councilor Pelham	-	yes
Vice Mayor Bennett	-	yes

Motion passed 7-0

REGULAR MEETING

PRAYER AND PLEDGE OF ALLEGIANCE TO THE FLAG OF THE UNITED STATES OF AMERICA

At 7:56 p.m. Mayor Gore called the meeting to order, and requested a roll call.

Mayor Gore	-	present
Vice Mayor Bennett	-	present
Councilor Randolph	-	present
Councilor Holloway	-	present
Councilor Partin	-	present
Councilor Denton	-	present
Councilor Pelham	-	present

The prayer was led by Herbert Bragg, Director, Intergovernmental & Public Affairs, followed by the Pledge of Allegiance to the Flag of the United States of America led by Councilor Randolph.

AMEND/ADOPT AGENDA

Councilor Pelham moved to amend the regular agenda to move back the R-items that were moved to the IR section before the agenda was sent out. The motion was seconded by Mayor Gore. Charles Dane, Assistant City Manager, advised the Mayor that R-3 would not be discussed due to it being discussed at a future Work Session and requested for it to be removed from the agenda. Councilor Pelham and Mayor Gore agreed to add the removal of R-3. Upon the roll call, the vote resulted:

Councilor Randolph	-	no
Councilor Holloway	-	yes
Councilor Partin	-	no
Mayor Gore	-	yes
Councilor Denton	-	no
Councilor Pelham	-	yes
Vice Mayor Bennett	-	no

Motion failed 4-3

Councilor Partin moved to adopt the Regular Meeting agenda. His motion was seconded by Councilor Denton. Councilor Randolph adds that the removal of R-3 needed to be included in this motion. Both Councilors agreed to the addition. Upon the roll call, the vote resulted:

Councilor Randolph	-	yes
Councilor Holloway	-	no
Councilor Partin	-	yes
Mayor Gore	-	no
Councilor Denton	-	yes
Councilor Pelham	-	no
Vice Mayor Bennett	-	yes

Motion passed 4-3

Consent Agenda

All matters listed under the Consent Agenda are considered routine by Council and will be approved or received by one motion in the form listed. Items may be removed from the Consent Agenda for discussion under the regular agenda at the request of any Councilor.

C-1 Minutes:

1. June 23, 2020
2. July 14, 2020
3. August 18, 2020
4. September 15, 2020

C-2 Pending List:

C-3 Routine Approval of Work Sessions:

C-4 Personnel Change Report & Financial Report: September 23, 2020

C-5 Ordinances on Second & Final Reading:

C-6 Routine Grant Approval:

C-7 Public Hearing Announcement:

C-8 Information for Council Review:

C-9 Resolutions/Proclamations/Presentations:

1. FOIA Officer Resolution

SUGGESTED MOTION: To amend/adopt consent agenda

Councilor Partin moved to amend the Consent Agenda by taking off C-1 and approving everything else. Councilor Partin stated there were errors in the minutes and he would be sending the corrections to the City Clerk. The motion was seconded by Councilor Denton. Upon the roll call, the vote resulted:

Councilor Randolph	-	yes
Councilor Holloway	-	yes
Councilor Partin	-	yes
Mayor Gore	-	no
Councilor Denton	-	yes
Councilor Pelham	-	no
Vice Mayor Bennett	-	yes

Motion passed 5-2

REGULAR BUSINESS

R-1 CSA Audit- Charles Dane, Assistant City Manager, gave a brief overview. The Office of Children’s Services conducted an audit of the City Hopewell Children’s Services Act (CSA) program and issued a final report on June 10, 2020. The audit identified areas of non-compliance with CSA statutes and/or policies of the State Executive Council for Children’s Services, and additional internal control deficiencies. CSA staff, along with the CPMT, are working to address the findings and deficiencies. Mr. Rainier, introduced Stephanie Bayco, who addressed Council and discussed the findings of the audit. She stated everyone was helpful and forthcoming when conducting the audit process. There was discussion by Council and questions asked in regards to the findings in the audit. Mayor Gore advised the Clerk that she would reach out via e-mail in order to setup a Work Session to discuss the CSA Audit.

R-2 COVID-19 Testing- Mr. Dane advised Council Staff has been in contact with testing providers and has received pricing of \$100/test for “turn-key” testing – the test, administering the test, lab services and results within 48-72 hours. COVID-19 testing is an eligible expense of the CARES Coronavirus Relief Funds that were provided by the Commonwealth of Virginia. The City set aside \$50,000 from the 1st round of CRF for COVID-19 testing, which will provide testing for 500 residents. Staff has contacted the Virginia National Guard (VANG) to inquire about additional testing in the City. Testing provided by the VANG is at no cost to the community. Currently, the following dates are scheduled for COVID-19 Testing – September 29, 2020 (VANG), October 8, 2020 (Crater Health), October 20, 2020 (Crater Health) and October 30, 2020 (Crater Health). Council discussed different test options and opportunities with Mr. Dane. Councilor Pelham moved for the City to continue efforts in establishing at least once a month through December for citizens to be able to get tested and that it be exclusive to Hopewell citizens with a minimum of 100 test per month. Councilor Randolph requested to make a substitute motion. Councilor Randolph moved for the City Manager to schedule for the next three months between Crater Health, National Guard and purchased from 3rd party a minimum of 100 test kits per month for three months. Her motion was seconded by Councilor Partin. Upon the roll call, the vote resulted:

Councilor Randolph	-	no
Councilor Holloway	-	yes
Councilor Partin	-	no
Mayor Gore	-	yes
Councilor Denton	-	no
Councilor Pelham	-	yes
Vice Mayor Bennett	-	no

Motion passed 4-3

R-3 CARES Act Funding - Congress passed and the President signed the Coronavirus Aid, Relief, and Economic Security Act (CARES) of 2020, which provides funding for programs that address the COVID-19 pandemic. One of the components of the CARES Act is \$150 billion in assistance to state, local, territorial, and tribal governments to address the direct impacts of COVID-19 through the establishment of the Coronavirus Relief Fund (CRF). The Commonwealth of Virginia received approximately \$3.1 billion from the CRF to be used for qualifying expenses of state and local governments (within populations greater than 500,000). Governor Northam, recognizing the impact of COVID-19 on all local governments, has determined to distribute funds to counties and cities based on a proportion of a locality’s population as a percentage of the statewide population. The funds must be expended by December 31, 2020. At the August 18, 2020 City authorize the receipt of the 2nd round of CRF funds and authorized the Mayor, City Manager, and Finance Director to sign the required certification. Councilor Randolph moved to approve the plan for \$1,965,568 in CARES Relief Funds. Her motion was seconded by Councilor Denton. Upon the roll call, the vote resulted:

Councilor Randolph	-	yes
Councilor Holloway	-	yes
Councilor Partin	-	yes
Mayor Gore	-	yes
Councilor Denton	-	yes
Councilor Pelham	-	yes
Vice Mayor Bennett	-	yes

Motion passed 7-0

Councilor Pelham moved to adjourn the meeting. The motion was seconded by Mayor Gore. Upon the roll call, the vote resulted:

Councilor Randolph	-	no
Councilor Holloway	-	yes
Councilor Partin	-	no
Mayor Gore	-	yes
Councilor Denton	-	no
Councilor Pelham	-	yes
Vice Mayor Bennett	-	no

Motion failed 4-3

R-4 Office on Youth/ Youth Services Commission - Charles Dane, Assistant City Manager, presented to Council and provided details to when City Council appointed an Ad-Hoc committee to review the structure of the Office on Youth and the Youth Commission and bring a recommendation back to City Council. The committee discussed three options: leave the Office on Youth as is, make the Office on Youth a division of the Department of Recreation and Parks or move the Office on Youth under the Hopewell Public Schools. After a great deal of discussion, the committee agreed that the best option would be to move the OOY under the Hopewell Public Schools (HPS), transfer the \$25,000 allocated to the Department of Recreation and Parks for youth programming to the HPS to support the efforts of the OOY under the direction of the HPS, and convert the Youth Commission to an advisory committee without direct supervision of the OOY. Mr. Dane advised Dr. Hackney discussed the recommendation with the School Board to see if the Board was willing to support the recommendation prior to bringing the recommendation to City Council. Councilor Denton moved to move the Office on Youth under Hopewell Public Schools and the \$25,000 allocated to Hopewell Recreation and Parks. Her motion was seconded by Vice Mayor Bennett. After discussion by Council, Councilor Partin called for the vote to limit discussion. Upon the roll call, the vote resulted:

Councilor Randolph	-	yes
Councilor Holloway	-	no
Councilor Partin	-	yes
Mayor Gore	-	no
Councilor Denton	-	yes
Councilor Pelham	-	no
Vice Mayor Bennett	-	yes

Motion passed 4-3

ADJOURN

Based on the previous motion made by Councilor Partin, the meeting adjourned at 11:06 p.m.

Jasmine E. Gore, Mayor

Camisha M. Brown, Interim City Clerk