

MINUTES OF THE MAY 30, 2023 CITY COUNCIL SPECIAL MEETING

A special meeting of the Hopewell City Council was held on Tuesday May 30, 2023 at 6:30 p.m.

PRESENT: John B. Partin, Mayor
Jasmine Gore, Vice Mayor
Janice Denton, Councilor
Rita Joyner, Councilor
Dominic Holloway, Councilor
Michael Harris, Councilor
Brenda Pelham, Councilor

Closed Meeting:

Councilor Joyner makes a motion to go into closed session pursuant to Va. Code Section §2.2-371 1 (A)(1) to discuss and consider personnel matters, including board and commission appointments; the assignment and performance of specific appointee and employees of City Council, and to the extent such discussion will be aided thereby

Councilor Harris: Yes
Mayor Partin- Yes
Councilor Denton -Yes
Councilor Pelham - Yes
Councilor Holloway Yes
Councilor Joyner: Yes
Vice Mayor Gore – Yes

Motion Passes – 6-0

RECONVENE OPEN MEETING:

Councilor Denton moved to come out of closed session. The motion was

seconded by Councilor Harris.

ROLL CALL:	Councilor Harris-	Yes
	Mayor Partin-	No
	Vice Mayor Gore -	Yes
	Councilor Denton -	Yes
	Councilor Pelham -	Yes
	Councilor Holloway -	Yes
	Councilor Joyner-	Yes

Motion Passes 6-1

Councilor Denton made a motion to appoint Kathy Heimbuch to the Board of Equalization. The motion was seconded by Councilor Joyner.

<u>Roll Call:</u>	Councilor Harris-	Yes
	Mayor Partin-	Yes
	Vice Mayor Gore-	Yes
	Councilor Denton-	Yes
	Councilor Pelham -	Yes
	Councilor Holloway -	Yes
	Councilor Joyner-	Yes

Motion Passes 7-0

CERTIFICATION:

Mayor Partin read the question of certification, namely pursuant to Virginia § 2.2-3712 (D), were only public business matters (1) lawfully exempted from open-meeting requirements and (2) identified in the closed-meeting motion discussed in closed meeting?

<u>Roll Call:</u>	Councilor Harris-	Yes
	Mayor Partin-	Yes

Vice Mayor Gore - Yes
Councilor Denton - Yes
Councilor Pelham - Yes
Councilor Holloway - Yes
Councilor Joyner - Yes

Motion Passes 7-0

OPEN MEETING:

Nancy Zielke with the financial services firm of Alvarez C. Mascal, P.C. presented the firm's financial assessment of the city of Hopewell with the city council. Ms. Zielke discussed what the city's next steps should be to improve financial status. what next steps should be. On page 16 is where she began, stating they prioritized recommendations that had the highest priority. She stated the city needs to move forward in completion of its audits in a timely manner and ensure audit findings are addressed. She offered that a clean audit opinion is unlikely until internal financial control and material weaknesses are addressed. She would recommend to bring in two teams; one that will focus on getting caught up and the other team to focus on getting reconciliations caught up. She states there should be a second team for a critical action plan to address the internal control and material weaknesses. The major items for the city to address to get caught up to address internal controls to better plan financial plan and strengthen oversight and the reconciliation processes. Councilor Joyner asked whether Ms. Zielke believed that the remaining annual audits could be completed within one year and if so, what resources would be necessary. Ms.

Zielke responded that it would be it is possible to complete each of the yearly audits within 4 months if the city can get caught up on reconciliations. She stated this is the reason for part time assistance to get caught up and start addressing all internal control issues within a 12-month period. Councilor Denton asks at the importance of the city's treasurer and reminded everyone that the city councilor has no jurisdiction over the treasurer. Councilor Denton comments were echoed by Vice Mayor Gore. Ms. Ziekle suggested that good communication between city council and the treasurer will be critical going forward. Councilman Holloway mentioned that the city's current problems with the treasurer's office did not begin with current treasurer. Councilor Pelham offered that the current treasurer has been cooperative and transparent.

AJOURNMENT:


Councilor Holloway moved to adjourn. The motion was seconded by Councilor Joyner.

Yes = 7

No = 0



John B. Partin, Mayor



Brittani Williams, City Clerk