

**CITY OF COLONIAL HEIGHTS, VIRGINIA
Regular Meeting of City Council
Tuesday, February 11, 2020**

1. Call to Order

The Regular Meeting of City Council was called to order by Mayor Kochuba at 7:09 P.M.

2. Roll Call

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

Present: Councilman Michael A. Cherry
Councilman Kenneth B. Frenier
Councilman W. Joe Green, Jr.
Councilman John E. Piotrowski
Councilman John T. Wood
Vice Mayor Elizabeth G. Luck
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, City Clerk

3. Devotion

A devotional prayer was led by Mr. Cherry.

4. Pledge of Allegiance

The Pledge of Allegiance was led by Mayor Kochuba.

5. Adoption of Agenda

A motion was made by Mr. Cherry, seconded by Mrs. Luck, to adopt the agenda as presented.

**Vote: 7-0
Yes: Cherry
Frenier
Green, Jr.
Piotrowski**

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

Motion: UNANIMOUS PASS

6. Declarations of Personal Interest

A Declaration of Personal Interest was read by Mr. Frenier and filed with the Clerk.

Before continuing, Mayor Kochuba recognized Mrs. Angie Woody, School Board Chair, and Connor Roach of the Boy Scouts who was fulfilling his community service requirement for a badge.

7. Commendations and Presentations

A. Presentation by Jennifer Tunstall, Executive Director, District 19 Community Services Board

Ms. Tunstall provided an overview of the services provided and districts serviced by District 19 as well as addressed any questions from Council to clarify services.

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 20-1
(First Reading) Amending § 286-202.04 of Chapter 286, of the Colonial Heights City Code by updating terminology in the definition of “Group Home”.**

A motion was made by Mr. Green, seconded by Mrs. Luck, to adopt Ordinance No. 20-1.

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Mr. Fisher stated the title of the ordinance was straightforward to update the language defining “Group Home”.

There were no comments from Council or the public.

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

Motion: UNANIMOUS PASS

B. AN ORDINANCE NO 20-2
(First Reading) to grant a special use permit, with conditions, to the Colonial Heights School Board to upgrade existing signage to allow for a 21.47 square foot internally illuminated sign and a 26.65 square foot electronic message board on the existing freestanding sign structure at Colonial Heights High School, 3600 Conduit Road.

A motion was made by Mr. Green, seconded by Mr. Frenier, to adopt Ordinance No. 20-2.

Ms. Brandi Payne, Assistant Planning Director, made a presentation providing information relative to the proposed request.

Ms. Jansen, High School Principal, addressed Council providing comments relative to the need for the sign.

There were no comments from the public.

Council Comments:

Mr. Cherry reiterated information presented at the Planning Commission Meeting noting that the proposed sign was a footprint of the existing; the sign

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would remain the same size and the existing letter board would be an electronic message board.

Addressing Mr. Piotrowski's question relative to the total cost for the sign, Mr. Green noted that financing was coming from the School Board.

Mr. Smith noted that the proposed sign, because of its location on Conduit, would be double-sided.

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

Motion: UNANIMOUS PASS

- C. AN ORDINANCE NO 20-3**
(First Reading) To grant a special use permit, with conditions, to the Colonial Heights School Board to upgrade existing signage to allow for a 13.44 square foot internally illuminated sign and a 23.22 square foot electronic message board on the existing freestanding sign structure at Colonial Heights Middle School, 500 Conduit Road.

A motion was made by Mr. Frenier, seconded by Mr. Green, to adopt Ordinance No. 20-3.

Mr. Burke George, Middle School Principal, addressed Council, providing comments relative to the need for the sign.

There were no comments from the public or Council.

Vote: 7-0
Yes: Cherry
Frenier
Green, Jr.
Piotrowski

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

Motion: UNANIMOUS PASS

- D. AN ORDINANCE NO 20-4**
(First Reading) To grant a special use permit, with conditions, to the Colonial Heights School Board to upgrade existing signage to allow for an 11 square foot internally illuminated sign and a 15.28 square foot electronic message board on the existing freestanding sign structure at Lakeview elementary School, 401 Taswell Avenue.

A motion was made by Mrs. Luck, seconded by Mr. Piotrowski, to adopt Ordinance No. 20-4.

Mr. Patrick Newman, Lakeview Elementary Principal, addressed Council, providing comments relative to the need for the sign.

There were no comments from the public or Council.

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

Motion: UNANIMOUS PASS

- E. AN ORDINANCE NO 20-5**
(First Reading) To grant a special use permit, with conditions, to the Colonial Heights School Board to upgrade existing signage to allow for an 11 square foot internally illuminated sign and a 15.28 foot electronic message board on the existing

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freestanding sign structure at North Elementary School, 3201 Dale Avenue.

A motion was made by Mrs. Luck, seconded by Mr. Frenier, to adopt Ordinance No. 20-5.

Mr. Travis Ridley provided Council with benefits he felt the sign would offer the school.

There were no comments from the public or Council.

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

Motion: UNANIMOUS PASS

Before proceeding to the next item, Ms. Jansen advised that the total funding for all proposed signs was \$95,675. Ms. Jansen advised the cost of the sign for Tussing Elementary would be funded through another source at \$11,000.

F. A RESOLUTION NO 20-1
Revising the City's policy for providing a group health insurance credit for eligible City retirees.

A motion was made by Mayor Kochuba, seconded by Mr. Frenier, to adopt Resolution No. 20-1.

Before Mr. Smith's comments, Mr. Fisher stated Mayor Kochuba may wish to rescind the motion and second, as there was going to be an amendment.

At the request of Mr. Fisher, Mayor Kochuba and Mr. Green rescinded their motion and second.

Vote: 7-0
Yes: Cherry

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**Frenier
Green, Jr.
Piotrowski
Wood
Luck
Kochuba**

No: None

Absent: None

Abstained: None

Motion: UNANIMOUS PASS

At the request of Mayor Kochuba, Mr. Fisher provided comments relative to the proposed amendment stating it had come to staff's attention in the afternoon that because of some employees who are currently receiving a certain amount and who would receive a reduced amount due to the passage of Resolution No. 20-1 in its present form, there needed to be language added which grandfathered in the amount of the credit current employees are getting.

Mr. Fisher asked that Council note the changes on page 2 of the ordinance. There will a new paragraph 5, which would read "This resolution shall apply only to those employees eligible for the credit specified herein who retire on and after February 11, 2020; and any retired employee receiving the credit prior to February 11, 2020, shall not have the amount of his credit changed due to this resolution's approval." Former paragraph 5 will become paragraph 6.

A motion was made by Mr. Green, seconded by Mr. Frenier, to approve Resolution No. 20-1 as amended.

Mr. Smith provided additional background, first stating that the resolution was addressing a number of things discussed in previous Council resolutions passed over time. Mr. Smith stated this resolution was an updated version of the previous resolutions. Mr. Smith also stated the resolution clarifies that the employees years of creditable service were years of service with the City of Colonial Heights, as well as including a clause clarifying the employee's Medicare eligibility.

There were no comments from the public or Council.

Vote: 7-0

Yes: Cherry

Frenier

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**Green, Jr.
Piotrowski
Wood
Luck
Kochuba**

No: None

Absent: None

Abstained: None

Motion: UNANIMOUS PASS

11. Hearing of Citizens Generally on Non-Agenda Items

There were none.

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

A. AN ORDINANCE NO 20-FIN-1

(Second Reading) To amend the General Fund Budget for the fiscal year beginning July 1, 2019 and ending June 30, 2020, by appropriating \$8,280, which consists of: 1) \$5,280 in miscellaneous donations to the Sheriff's Department; and 2) \$3,000 in grant funds received from the Virginia Department of emergency Management for Communications.

To amend the Capital Projects Fund Budget for the fiscal year beginning July 1, 2019 and ending June 30, 2020, by increasing appropriations in the amount of \$197,116 to app anticipated federal and state funds for the Boulevard at Westover intersection Improvements project.

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

Vote: 7-0

**Yes: Cherry
Frenier
Green
Piotrowski
Wood
Luck
Kochuba**

No: None

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Absent: None

Abstained: None

Motion: UNANIMOUS PASS

13. Introduction and Consideration of Ordinances and Resolutions

A. RESOLUTION NO 20-5

Designating SunTrust Bank as depository for the City of Colonial Heights for a five-year period beginning July 1, 2019 and ending June 30, 2024.

A motion was made by Mr. Frenier, seconded by Mr. Cherry, to adopt Resolution No. 20-5.

Mrs. Minor addressed questions from Council relative to the process by which SunTrust was selected.

Vote: 7-0

Yes: Cherry

Frenier

Green

Piotrowski

Wood

Luck

Kochuba

No: None

Absent: None

Abstained: None

Motion: UNANIMOUS PASS

B. A RESOLUTION NO 20-6

To revise the job descriptions for Director of Public Works/City Engineer and Automotive Maintenance Superintendent.

A motion was made by Mr. Frenier, seconded by Mr. Cherry, to adopt Resolution No. 20-6.

Mr. Smith provided information relative to staff's proposal to move the Fleet Maintenance Division under the Department of Public Works; subsequently making changes to the Public Works Director/City Engineer and Automotive Maintenance Superintendent's job descriptions. Mr. Smith advised the proposed changes would take effect upon approval of Resolution No. 20-6;

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however, implementation of the change would not take place until the hiring of a new Public Works Director/City Engineer upon the retiring of the current Public Works Director/City Engineer.

Continuing, Mr. Smith addressed questions from Council relative to the Fleet Maintenance Superintendent with Mrs. Luck further clarifying that the position was initially a school position; however, at some point became a paid position by the City but all bus repairs being the financial responsibility of the schools.

Vote: 7-0
Yes: Cherry
Frenier
Green
Piotrowski
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. Request for Placement of a Historical Marker**
The Heights Baptist Church is requesting placement of a historical marker on the site of the former Colonial Heights Baptist Church, commemorating their 100th Anniversary.

Mr. Smith stated that the Heights Baptist Church was seeking Council's approval to place a historical marker at the site of the old Colonial Heights Baptist Church located at the Courthouse site.

Mr. Piotrowski expressed his support.

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Mr. Green stated he did not want to “open a can of worms” since this was not a true historical site.

On a cautionary note, Mr. Fisher asked that Council keep in mind that if the request was approved, a precedent would be set for Council to approve similar requests made by other organizations.

Mayor Kochuba asked for an informal vote for staff to move forward with the request for the placement of a historical marker at the former site of the Colonial Heights Baptist Church.

Vote: 7-0
Yes: Cherry
Frenier
Green
Piotrowski
Wood
Luck
Kochuba
No: None
Absent: None
Abstained: None

Motion: UNANIMOUS PASS

1. General Activity Report

Mr. Smith reported on the following items:

- Staff moving forward with updates to employee W2’s regarding group life insurance and subsequent tax impacts and subsequent rebates due employees.**
- Thanked those responsible for video upgrades in Council Chambers; specifically the Clerk, Andrew Blais, and Building and Grounds staff.**
- Thanked Chief A. G. Moore on his recent retirement.**
- Mr. Wood suggested that the screening plantings be improved around the War Memorial.**
- Reminded Council and staff of Student Government Day scheduled for February 24 beginning at 8:00 AM with a mock Council meeting at 12:30 PM.**

B. City Attorney

Mr. Fisher provided Council with updates on the following:

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- **Advised his office was drafting the Verizon Franchise agreement, which would be forwarded to Verizon by the following week.**
- **Advised the School Board would soon hold a Public Hearing for comment on their budget. Mr. Fisher also advised that the school's CIP would be going to the Planning Commission in March and then to Council for final approval in April. Additionally, Mr. Fisher stated a re-draft of the School's Comprehensive Plan would also go before the Planning Commission in March.**
- **Mr. Fisher reported on the Police Departments' intent to use drones and further advised that the initial documentation has been submitted to the FAA by the Police Department for the acquisition of a drone and the subsequent use of drones.**

C. Director of Planning and Community Development

Ms. Brandi Payne, Assistant Planning Director, reported the Planning Commission did not meet in February; however, would meet in March to review the CIP.

Before adjournment, Mr. Green stated he had received an email from a constituent relative to decreased street width in construction zones, asking if there could be increased police presence during the construction period.

Mr. Wood advised he had received comments relative to the historical signage along the trail and the positive impact of the Appomattox River Greenway Trail.

16. Adjournment

There being no further business, a motion was made by Mr. Cherry, seconded by Mr. Piotrowski, and carried unanimously on voice vote to adjourn the meeting. The meeting was adjourned at 8:54 P.M.

APPROVED:

T. Gregory Kochuba, Mayor

ATTEST:

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Pamela B. Wallace, City Clerk