

**CITY OF COLONIAL HEIGHTS, VIRGINIA
Regular Meeting of City Council
Tuesday, June 11, 2019**

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 John E. Piotrowski
Councilman John T. Wood
Vice Mayor Elizabeth G. Luck
Mayor T. Gregory Kochuba

Absent: Councilman Kenneth B. Frenier
Councilman W. Joe Green, Jr.

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 Michael A. Cherry.

4. Pledge of Allegiance

The Pledge of Allegiance was led by Mayor Kochuba.

5. Adoption of Agenda

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

**Vote: 5-0
Yes: Cherry
Piotrowski
Wood
Luck
Kochuba**

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No: None
Absent: Frenier
Green, Jr.
Abstained: None

Motion: UNANIMOUS PASS

6. Declarations of Personal Interest

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

7. Commendations and Presentations

A. Recognizing and Commending Garnetta Sue Poe, Lakeview Elementary School Crossing Guard, for her 49 years of dedicated service to the City of Colonial Heights and the children of Lakeview Elementary School.

B. A PROCLAMATION
Recognizing and commending Lauren Kimberley Boyd, Sophie Lee Cox, Kendel Alissa Fox, Madison Rae Grubb, Claire Elizabeth Hill, Victoria Grace Koley, Hanna Jensen Madren, Margaret Curry McCoy, Nicole Antoinette Mills, Aubrey Katherine Rowe, and Lillian Rose Tyler of Girl Scout Troop 538 on attaining their Gold Star Award.

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. ORDINANCE NO 19-17
(First Reading) To vacate an existing 16' sanitary sewer easement recorded in Deed Book 300, page 304, in the Colonial Heights Circuit court Clerk's Office; an existing 16' waterline easement recorded in Plat Book 6, page 45, in the Colonial Heights Circuit Court Clerk's Office, and an existing 30' non-exclusive ingress-egress

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and storm water management basin access easement recorded in Plat Book 6, page 45, in the Colonial Heights Circuit Court Clerk's office; all across Lot 8, Dominion Southpark, parcel identification number 68216200008, as part of the Extended Stay Hotel development.

A motion was made by Mr. Cherry, seconded by Mrs. Luck, to adopt Ordinance No. 19-17.

Mr. Fisher advised the applicant had requested the vacation of the easements.

There were neither public comments nor comments from Council.

Vote: 5-0
Yes: Cherry
Piotrowski
Wood
Luck
Kochuba
No: None
Absent: Frenier
Green, Jr.
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 19-14
(Second Reading) Amending §§ 277-4.1 of City Code Chapter 277, Water, by increasing the charge for unauthorized use of water from \$25 to \$50.**
- B. July 11, 2017 Regular Meeting Minutes**
- C. September 12, 2017 Regular Meeting Minutes**
- D. October 10, 2017 Regular Meeting Minutes**

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- E. March 13, 2018 Regular Meeting Minutes**
- F. March 20, 2018 Special Meeting Minutes**
- G. May 8, 2018 Regular Meeting Minutes**
- H. May 14, 2019 Special Meeting Minutes**
- I. May 14, 2019 Regular Meeting Minutes**
- J. May 21, 2019 Special Meeting Minutes**

A motion was made by Mrs. Luck, seconded by Mr. Piotrowski, to adopt the Consent Agenda as presented.

Vote: 5-0
Yes: Cherry
Piotrowski
Wood
Luck
Kochuba
No: None
Absent: Frenier
Green, Jr.
Abstained: None

Motion: UNANIMOUS PASS

13. Introduction and Consideration of Ordinances and Resolutions

- A. AN ORDINANCE NO 19-18**
(First Reading) To adopt a revised General Pay Plan Class and salary ranges pursuant to the results of the recent pay study the Human Resources Director conducted.

A motion was made by Mr. Cherry, seconded by Mrs. Luck, to adopt Ordinance No. 19-18.

Mr. Smith provided Council with clarification of minor changes to part-time employees pay as well as changes to the classification of the Youth Coordinator position.

Vote: 5-0
Yes: Cherry

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Piotrowski
Wood
Luck
Kochuba
No: None
Absent: Frenier
Green, Jr.
Abstained: None

Motion: UNANIMOUS PASS

B. AN ORDINANCE NO 19-FIN-11

(First Reading) to amend the General Fund Budget for the fiscal year beginning July 1, 2018, and ending June 30, 2019, to appropriate \$21,500 which consists of 1) \$19,000 in cigarette tax revenue for the purchase of cigarette stamps; and 2) \$2,500 in donations to the Library for the summer reading program.

To amend the Capital Projects Budget for the fiscal year beginning July 1, 2018, and ending June 30, 2019, by appropriating \$23,211 for additional work required on the tennis courts project.

A motion was made by Mayor Kochuba, seconded by Mr. Piotrowski, to adopt Ordinance No. 19-FIN-11.

Mrs. Smith and Mrs. Minor further clarified the request of \$19,000 for the purchase of cigarette stamps stating that the funds currently collected from the tax covered the requested amount. Additionally, Mrs. Minor further explained the appropriation for additional work on the tennis courts requesting Council to recall the issuance of the 2016 bonds were split issued with a significant amount of the bonds going to the schools for projects associated with the schools. Mrs. Minor stated the proceeds were not used immediately and were put into an escrow account to earn interest. Mrs. Minor explained that it was staff's recommendation, with the approval of school administration, that the earned interest be applied to the overage on the tennis court project.

Vote: 4-1
Yes: Cherry
Piotrowski
Luck
Kochuba
No: Wood

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**Absent: Frenier
Green, Jr.**

Abstained: None

Motion: UNANIMOUS PASS

C. AN ORDINANCE NO 19-FIN-12

(First Reading) To amend the General Fund Budget for the fiscal year beginning July 1, 2019, and ending June 30, 2020, to appropriate an aggregate amount of \$29,799, which consists of 1) \$12,900 in Youth Conservation Corps Day program Funds to the Office on Youth; 2) \$14,899 in additional Community Development Block Grant entitlement program funds; and 3) \$2,000 in donations received from Walmart for the Police Department.

A motion was made by Mayor Kochuba, seconded by Mr. Piotrowski, to adopt Ordinance No. 19-FIN-12.

There was no discussion.

Vote: 5-0
**Yes: Cherry
Piotrowski
Wood
Luck
Kochuba**
No: None
**Absent: Frenier
Green, Jr.**
Abstained: None

Motion: UNANIMOUS PASS

14. Unfinished Business, Contested Ordinances and Resolutions, And Items Removed From the Consent Agenda.

A. Pay Study Compensation Implementation

Consider a motion to approve the Pay Study Compensation Implementation Plan and to authorize staff to implement the plan contingent upon approval of Ordinance No. 19-19 on second reading.

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A motion was made by Mayor Kochuba, seconded by Mr. Cherry, to approve the Pay Study Compensation Implementation Plan.

Mr. Smith provided highlights of the final documents stating that implementation of the plan would be effective July 16, 2019. Additionally, Mr. Smith asked for Council's approval for implementation of the pay plan upon the second reading at the July 9, 2019 regular meeting.

Vote: 5-0
Yes: Cherry
Piotrowski
Wood
Luck
Kochuba
No: None
Absent: Frenier
Green, Jr.
Abstained: None

Motion: UNANIMOUS PASS

- B. AN ORDINANCE NO 19-5**
(Second Reading) To grant a special use permit, with conditions, to Lewis and Christy Archileti to allow a 199-foot monopole tower with associated 50'x50' fenced compound on parcel identification number 67051500002, also known as Lot 2, Pearson, containing 88 + acres and being zoned planned unit development.

A motion was made by Mr. Cherry, seconded by Mr. Piotrowski, to adopt Ordinance No. 19-5.

There was no discussion.

Vote: 4-1
Yes: Cherry
Piotrowski
Wood
Kochuba
No: Luck
Absent: Frenier
Green, Jr.
Abstained: None
Motion: UNANIMOUS PASS

- C. AN ORDINANCE NO 19-15
(Second Reading) Approving a real property tax exemption for parcel identification number 6805000001A, which is owned by KHJ Colonial, LLC and has a street address of 880 West Roslyn Road (site of the Keystone Truck & Tractor Museum).**

A motion was made by Mayor Kochuba, seconded by Mr. Piotrowski, to adopt Ordinance No. 19-15.

Mr. Fisher clarified that the exemption was effected for the second half taxes of the current year; and the exemption would apply to both the current square footage and, once completed, the square footage which is under construction for the expansion.

**Vote: 4-1
Yes: Cherry
Piotrowski
Luck
Kochuba
No: Wood
Absent: Frenier
Green, Jr.
Abstained: None**

Motion: UNANIMOUS PASS

15. Reports of Officers and Documents Related Thereto.

A. City Manager

1. General Activity Report

Mr. Smith thanked Council for their support and input during the Pay Plan Study process. Additionally, he thanked Ms. Carpenter for her efforts in gathering and putting the study together.

Mr. Smith recognized the Colonial Heights Police Department for being recognized by the Virginia Department of Motor Vehicles for zero fatalities in 2018 as well as recognizing them for their efforts toward the “Cops in the Community Program.”

Mr. Smith provided Council with dates of interest, specifically noting the upcoming work session scheduled for Tuesday, June 18, 2019 at 6:00 P.M and

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advised Council of the discussion items. Mr. Smith noted there would be no work sessions in July and August.

B. City Attorney

Mr. Fisher provided comments relative to the proposed License and Service Agreement with Tyler Technologies for the CAD system. Mr. Fisher stated this item would be on the work session agenda for Council's approval.

C. Director of Planning and Community Development

Mrs. Hall reported that the Board of Zoning Appeals met June 9, 2019, unanimously approving a variance request at a dental office located on the Boulevard between Eastman and Hillcrest.

Mrs. Hall reported the following relative to the June 4, 2019 Planning Commission Meeting:

- A draft of the Residential Rehabilitation Tax Abatement education pamphlet was presented to the Commission for their review.
- Unanimous recommendation of a boundary line adjustment for the Old Brickhouse Subdivision was presented to the Commission for their feedback.
- Review of the first three chapters of the Comprehensive Plan.
- There will be no Commission meeting in July.

16. Adjournment

There being no further business, a motion was made by Mrs. Luck, seconded by Mr. Piotrowski, and carried unanimously on voice vote to adjourn the meeting. The meeting was adjourned at 8:16 P.M.

APPROVED:

T. Gregory Kochuba, Mayor

ATTEST:

Pamela B. Wallace, City Clerk