

**CITY OF COLONIAL HEIGHTS, VIRGINIA**  
**Special Meeting of City Council**  
**Tuesday, September 12, 2023**

**1. Call to Order.**

**The Special Meeting of City Council was called to order by Mayor Kochuba at 5:45 P.M.**

**2. Roll Call.**

**Present:** Councilman Kenneth B. Frenier  
Councilwoman Elizabeth G. Luck  
Councilman John E. Piotrowski  
Councilwoman Dr. Laura F. Poe  
Vice-Mayor Robert W. Wade  
Mayor T. Gregory Kochuba

**Absent:** Councilman John T. Wood

**Also Present:** Mr. Douglas E. Smith, City Manger  
Mr. Hugh P. Fisher, III, City Attorney  
Mrs. Pamela B. Wallace, City Clerk

**3. Declarations of Personal Interest**

**There were none.**

**The Clerk announced the purpose of the closed meeting.**

**4. Closed meeting pursuant to the Code of Virginia in accordance with the following provision:**

- Paragraph A.1 of Section 2.2-3711, to discuss or consider appointments to the Board of Fire Prevention Code Appeals.
- Paragraph A.8 of Section 2.2-3711, to consult with legal counsel employed by a public body regarding a specific legal matter – possible revisions to various provisions of the City Charter – requiring the provision of legal advice by such counsel.

**A motion to convene in a closed meeting was made by Dr. Poe, seconded by Vice-Mayor Wade at 5:47 P.M.**

**Vote: 6-0**  
**Yes: Frenier**  
**Luck**  
**Piotrowski**  
**Poe**

**Special Meeting Minutes**

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	<b>Wade</b>
	<b>Kochuba</b>
<b>No:</b>	<b>None</b>
<b>Absent:</b>	<b>Wood</b>
<b>Abstained:</b>	<b>None</b>

**Motion UNANIMOUS PASS**

**5. Vote to come back into open meeting.**

**A motion to reconvene in open session was made by Mayor Kochuba, seconded by Mr. Frenier, and carried unanimously on roll call vote at 6:20 P.M.**

<b><u>Vote:</u></b>	<b>6-0</b>
<b>Yes:</b>	<b>Frenier</b>
	<b>Luck</b>
	<b>Piotrowski</b>
	<b>Poe</b>
	<b>Wade</b>
	<b>Kochuba</b>
<b>No:</b>	<b>None</b>
<b>Absent:</b>	<b>Wood</b>
<b>Abstained:</b>	<b>None</b>

**Motion UNANIMOUS PASS**

**As stated by the Clerk, Council was in a closed meeting pursuant to the Code of Virginia in accordance with the following provision:**

- Paragraph A.1 of Section 2.2-3711, to discuss or consider appointments to the Board of Fire Prevention Code Appeals.**
- Paragraph A.8 of Section 2.2-3711, to consult with legal counsel employed by a public body regarding a specific legal matter – possible revisions to various provisions of the City Charter – requiring the provision of legal advice by such counsel.**

**Consideration of the following certification:**

**Each member will now certify that to the best of the member’s knowledge (i) only public business matters lawfully exempted from open meeting requirements of the act and (ii) only such public business matters as were identified in the motion by which the closed meeting was convened were heard, discussed or considered in the meeting by the public body. Any member who believes there was a departure from the requirements of clauses (i) and (ii), shall so state prior to the vote, indicating the substance of the departure that, in his judgment, has taken place.**

**Council members approved this certification, without any stating departure from the requirements of clauses (i) and (ii), by the following roll call vote:**

<b><u>Vote:</u></b>	<b>6-0</b>
<b>Yes:</b>	<b>Frenier Luck Piotrowski Poe Wade Kochuba</b>
<b>No:</b>	<b>None</b>
<b>Absent:</b>	<b>Wood</b>
<b>Abstained:</b>	<b>None</b>

**Motion UNANIMOUS PASS**

**6. Motions and Resolutions of Appointment**

**RESOLUTION NO 23-36**

**Appointing Thomas L. Herman and John V. Mazza, Jr. as members of the Board of Fire and Prevention Code Appeals, each for a four-year term beginning October 1, 2023.**

**A motion was made by Mayor Kochuba, seconded by Mr. Piotrowski, to adopt the Resolution of Appointment as presented.**

<b><u>Vote:</u></b>	<b>6-0</b>
<b>Yes:</b>	<b>Frenier Luck Piotrowski Poe Wade Kochuba</b>
<b>No:</b>	<b>None</b>
<b>Absent:</b>	<b>Wood</b>
<b>Abstained:</b>	<b>None</b>

**Motion UNANIMOUS PASS**

**7. Adjournment.**

**A motion to adjourn the Special Meeting was made by Mayor Kochuba, seconded by Vice-Mayor Wade, and carried unanimously on voice vote at 6:23 P.M.**

**APPROVED:**

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**T. Gregory Kochuba, Mayor**

**ATTEST:**

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**Pamela B. Wallace, City Clerk**