

The work session meeting of the Petersburg City Council was held on Tuesday, January 2, 2024, at the Petersburg Public Library. Mayor Parham called the meeting to order at 5:30 p.m.

1. ROLL CALL:

Present:

Council Member Charles H. Cuthbert, Jr.
Council Member Marlow Jones
Council Member Annette Smith-Lee
Council Member W. Howard Myers
Council Member Arnold Westbrook, Jr.
Vice Mayor Darrin Hill
Mayor Samuel Parham

Absent: None

Present from City Council Administration:

City Manager John March Altman, Jr.
City Attorney Anthony C. Williams

2. PRAYER:

Mayor Parham stated, "Vice Mayor Hill will lead us in our opening prayer."

Vice Mayor Hill led the council meeting in prayer.

3. PLEDGE OF ALLEGIANCE:

Mayor Parham led the council and the citizens in the pledge of allegiance.

4. DETERMINATION OF THE PRESENCE OF A QUORUM:

A quorum is present.

5. PUBLIC COMMENTS:

Barbara Rudolph, 1675 Mt. Vernon Street, stated, "I am here. Happy New Year everyone and good to see you back Mayor Parham. I think probably this year when I talk to you all there will be a number of topics on finance that I would like to talk to you about. I forgot to bring my paper up here with me. But I want to talk about one thing tonight. You all have a lot of vacancies in your finance division or office. And I see that Mr. Glaster and one of his staff are here to give the revenue report, which is encouraging. But I am not sure if you have a Budget Manager position that is vacant and a Budget Analyst 2 that is vacant, Accounting 3 and Administrative Assistant that works in finance and Finance Director. There are five or six positions but two of them are top management, Finance Director and Budget Manager. So, it sounds like it would be good to get a handle on that. I have also heard that utility billing is now being done in utilities and not part of finance. And I just wonder how that is working. Because now you have another element in the mix where with the finger pointing citizens want an answer. You do not know if it is the treasurer or the finance office and now it is public utilities. Today, I heard from someone that nobody is answering the phones and I know that is old news. But hopefully in 2024, a lot of this can be tightened up. Thank you.

Otis Hill, 2306 North Whitehill Drive, stated, "I am still waiting for the fire chief. I have not gotten a response to my email about deaf citizens. We need to make progress with the fire alarms. It is very important to us, and we need those alarms, and we need that system. We just have not heard from them. We are waiting. I did not know if maybe you can check into that for me. It has been a while and close to a year. Thank you for checking on that for me."

Mr. Altman stated, "Part of the issue that we are having is that we found some smoke detectors and CO2 detectors, but they are hard wired. We have not been able to find one that is for the hearing impaired that is battery operated. Now the hard-wired ones we would have to have an electrician hard wire it to your house. But we have not been able to find batter operated smoke detectors. So, we are working to try and find that. That has been part of the delay."

Gary Talley, 2323 Fort Rice Street, stated, "I do want to bring up, I do not know if you are aware that I have been chair of CSB for about a year. We are getting more funds next year. There is a requirement for that 10% match. So, I think that you have already gotten a letter from Mr. Stewart. Another thing is about the billing. My water bill has been great for the last year. Since October, I have paid it twice and early through the bank. It has not been posted yet and it has been two months now and it says that I am behind on my water bill, but I am not. I showed them where the bank paid for it, and it is still not resolved. And that will be it for now. Happy New Year."

6. APPROVAL OF CONSENT AGENDA (TO INCLUDE MINUTES OF PREVIOUS MEETING/S):

- a. A request to schedule a public hearing on the consideration of an ordinance recommending approval of a Comprehensive Plan Amendment to amend and readopt the future land use map from the proposed land use of Low Density Residential to Medium/High Density Residential at 235 Medical Park Boulevard.
- b. A request to schedule a public hearing to consider an ordinance from Sayed Shah Owner, representative of S Shah Properties LLC, to obtain a Special Use Permit at 112 N Crater Road and 114 N Crater Road as provided for under Article 23, Supplementary Use Regulations-Special Uses. Section 4, Special Uses Enumerated. Item (22) of the Zoning Ordinance to establish stand-alone used vehicle sales not associated with a new-vehicle dealership or not located upon the same parcel as such new-vehicle dealership, if located upon parcels of less than one acre in area, such to be permitted within the B-2 and M-1 zoning districts only.
- c. A request to schedule and consider an ordinance to rezone properties from M-1, Light Industrial, District to B-2, General Commercial, District with the intention of building eight (8) single-family dwellings. The properties are contiguous to one another and are vacant lots, addressed as follows: 901, 905, 909, 915, 921, 925, 929, 933 Commerce St and 208 N Dunlop Street and further identified respectively as 024140003, 024140005, 024140006, 024140007, 024140008, 024140009, 024140010, 024140011, 024140012, and 024140013.
- d. A request to schedule and consider an ordinance to amend and re-adopt Article 24 Nonconforming Uses and Article 25 Supplementary Height, Area and Bulk Regulations, as set forth in the Zoning Ordinance of the City of Petersburg and as requested by the Planning Commission, to allow the rehabilitation and continuation of residential structures and four-units or less with a certificate of nonconforming use, development of nonconforming lots, and the rehabilitation of existing neighborhood commercial structures with a certificate of nonconforming use.

Council Member Myers made a motion to approve the consent agenda. Vice Mayor Hill seconded the motion. The motion was approved on roll call. On roll call vote, voting yes: Cuthbert, Jones, Smith-Lee, Myers, Westbrook, Hill, and Parham

7. SPECIAL REPORTS:

There are no items for this portion of the agenda.

8. MONTHLY REPORTS:

There are no items for this portion of the agenda.

9. FINANCE AND BUDGET REPORT:

Leon Glaster, Interim Chief Financial Officer, and Shekira Wynn, gave an overview of the finance and budget for the City of Petersburg.

Key Notes:

- The FY2023 Revenue Projection is \$76,742,776. The actual revenue received is \$96,901,821.

There was discussion among the city council members and staff.

10. CAPITAL PROJECTS UPDATE:

*There are no items for this portion of the agenda.

11. UTILITIES:

a. Update from JMT on Poor Creek Project.

Michael P. Luning, Vice President of JMT, gave briefing.

Key points:

- EPA Grant Reporting Assistance is ongoing and pending award and approval of non-federal match.
- Water Tank Addendum is completed. Addendum No. 3 is in progress. Award and Contract signing will be on February 7th and February 23rd.
- Construction completion is September 2025.
- Booster is out for bid currently. The completion of the project is March 2025.
- Wastewater completion will be August 2025. The bid will be advertised on January 11th.
- Weekly meetings are taking place with the design firms. All projects are on time for completion in 2025.

There was discussion among the City Council Members and Mr. Luning.

12. STREETS:

*There are no items for this portion of the agenda.

13. FACILITIES:

*There are no items for this portion of the agenda.

14. ECONOMIC DEVELOPMENT:

*There are no items for this portion of the agenda.

15. CITY MANAGER'S AGENDA:

Mr. Altman stated, "I received some requests from Council Member Cuthbert on some items. One of which we mentioned earlier is the Class Comp Study. We have our kick-off meeting tomorrow with the contractor to start the study. Health insurance bids for our employees are due next Monday the 8th. The Downtown Master Plan consultant is working on a plan to go to the advisory committee for review and comments. Once that occurs, we are anticipating a presentation to the city council at the February 6th Work Session. I have met with procurement with regard to utilizing the soliciting PPA approach for the courthouse. There will be a draft to that, and we should be moving forward with trying to place that bid by the end of January for that to go out. With Southside, we did a little bit of an update on the project at the December

meeting. But where we are the project completion is looking to be May of this year. We do have some issues in which the contractors are working on some solutions for that. That could push our completion date back out a little bit. We are working on a change order. We are preparing to seal a vault that is underneath the facility that collects water. The work on the bathroom is completed and the handrails out back will be completed tomorrow. Within the next couple of weeks, they will build a ramp out in front of the building. And the last item is our zoning ordinance rewrite. Our planning director is currently on vacation, so I was not able to get an update. But I know that we are utilizing a Cooperative Procurement Agreement with Dinwiddie County to utilize the Berkely Group to rewrite the zoning ordinance. But again, I will get more of an update once she gets back. That is all I have Mr. Mayor.”

Mayor Parham stated, “Mr. Altman can you chime in on the ceiling and vault thing. Is that the best avenue to proceed? There are a lot of historic pieces here. So, you are saying that this is the best way which is to seal the vault.”

Mr. Altman stated, “I will have Mr. Williams come up and talk about that.”

Mr. Williams stated, “So, there is a portion of Southside Depot in which the floor is still open. There is this big vault underneath Southside Depot that has some of everything running under the foundation. So, when we get rain then it gets in the vault under the building. So, what we have done is that we have a change order that is being completed and it should be completed in the next day or two. SRC has met with them and has a solution going forward.”

There was continued discussion among the City Council and staff regarding the vault and the rain that gets under the building.

Council Member Cuthbert asked Mr. Altman to tell everyone where the city stands with the National Park Service and Southside Depot.

Mr. Altman stated that there is a new superintendent at the National Battlefield. He stated that he had not met with her yet. He stated that they are working to establish another meeting with her to discuss the MOU that was agreed to. He stated that Senator Kaine wrote a letter for solution for Southside Depot. He stated that they are trying to schedule a meeting with Senator Warner who has not been to the Southside Depot. He stated that Congresswoman has been, but they are trying to get her back to tour Southside Depot and to discuss what they are trying to accomplish.

Council Member Cuthbert asked Mr. Altman can he provide an update at the February work session. He also stated that on the zoning ordinance update where do they stand.

Mr. Altman stated that as soon as Ms. Siodmok is back, they will get that information from her.

Council Member Cuthbert asked can she provide that information at the February work session.

16. BUSINESS OR REPORTS FROM THE CLERK:

*No items for this portion of the agenda.

17. BUSINESS OR REPORTS FROM THE CITY ATTORNEY:

*No items for this portion of the agenda.

18. ADJOURNMENT:

The City Council adjourned at 6:19 p.m.

APPROVED:

Mayor