

**MINUTES  
EMPORIA CITY COUNCIL  
CITY OF EMPORIA MUNICIPAL BUILDING  
February 7, 2012**

*Note to Reader: Although the printed agenda document for this City Council meeting is not part of these minutes, the agenda document provides background information on the items discussed by City Council during the meeting. A copy of the agenda document for this meeting may be obtained by contacting the Office of the City Clerk.*

Emporia City Council held a regular meeting on Tuesday, February 7, 2012 at 7:30 p.m. in the Council Chambers of the Municipal Building, located at 201 South Main Street, Emporia, Virginia. Mayor Samuel W. Adams, III presided over the meeting with Carolyn S. Carey, Council Member offering the invocation.

**ROLL CALL**

The following City Council members were present:

Councilman F. Woodrow Harris  
Councilman James C. Saunders  
Councilwoman Deborah D. Dixon  
Councilwoman Beverly White  
Councilwoman L. Dale Temple  
Councilwoman Carolyn S. Carey

Others present:

Samuel W. Adams, III, Mayor  
C. Butler Barrett, City Attorney  
Brian S. Thrower, City Manager  
Steve B. Hall, Assistant City Manager  
Tessie S. Wilkins, City Clerk  
Don Wyatt, Chief of Police  
Royal Jones, Public Works Director

Absent:

Councilwoman Doris T. White

**MINUTES APPROVAL**

Councilwoman Temple moved to approve the minutes from the Tuesday, January 17, 2012, City Council meeting minutes as presented, seconded by Councilwoman Dixon, which passed as follows:

Councilman F. Woodrow Harris	aye
Councilman James C. Saunders	aye
Councilwoman Deborah D. Dixon	aye

Councilwoman Beverly White	aye
Councilwoman Carolyn S. Carey	aye
Councilwoman Dale Temple	aye

## **AGENDA APPROVAL**

Councilman Saunders moved to approve the agenda as presented, seconded by Councilwoman B. White, which passed as follows:

Councilman F. Woodrow Harris	aye
Councilman James C. Saunders	aye
Councilwoman Deborah D. Dixon	aye
Councilwoman Beverly White	aye
Councilwoman Carolyn S. Carey	aye
Councilwoman Dale Temple	aye

## **UNFINISHED BUSINESS**

### ***12-04. Board of Zoning Appeals – Term Expirations (Marion Jones)***

Mayor Adams stated that this item was continued from the January 17, 2012 City Council meeting. He also stated that on February 28, 2012, Mrs. Marion Jones' five year term on the City of Emporia's Board of Zoning Appeals will expire. He further stated that Mrs. Jones has indicated that she does not wish to be considered for reappointment. He stated that City Council will need to make a nomination(s) to fill the vacant seat and submit the result(s) to the Greenville County Circuit Court for consideration and appointment.

Councilwoman Carey moved to nominate Joseph Carey for consideration to serve a 5 years term on the Board of Zoning Appeals.

Councilwoman Temple moved to nominate Randy White for consideration to serve a 5 years term on the Board of Zoning Appeals.

Councilman Harris moved to nominate Randy White and Joseph Carey names for submission to Greenville County Circuit Court for consideration and official approval to serve a five years term on the Board of Zoning Appeals, seconded by Councilwoman Temple, which passed as follows:

Councilman F. Woodrow Harris	aye
Councilman James C. Saunders	aye
Councilwoman Deborah D. Dixon	aye
Councilwoman L. Dale Temple	aye
Councilwoman Carolyn S. Carey	aye
Councilwoman Beverly White	aye

## **NEW BUSINESS**

### ***12-05. Economic Development Position – Request to Approve Position and Appropriation Ordinance***

Mr. Thrower stated that the City of Emporia and Greensville County has been studying the functions and effectiveness of the Emporia Greensville Industrial Development Corporation for the past couple of years. He also stated that per the report issued by Springsted, Inc. and Gwaltney & Associates in October 2010, included two major recommendations contained therein included creating a larger regional marketing organization and for both localities to explore hiring their own economic development staff. He further stated that at the 2011 Council Retreat, Council identified both initiatives as economic development priorities in the adopted Emporia City Council Vision and Priorities plan.

Mr. Thrower stated that in terms of the regional marketing organization, the City of Emporia, Greensville County, Brunswick County, Mecklenburg County, Nottoway County, Charlotte County, and Lunenburg County had formed the Commonwealth TransTech Alliance (CTA). He also stated that the CTA is currently advertising for an Executive Director to serve as the regional economic development director.

Mr. Thrower stated that in terms of creating a new City economic development position, City Council must approve any new position not included in the adopted fiscal year budget. He also stated he is requesting that Council approve the creation of an “Economic Development Manager” position to be classified at pay grade 24 with a salary range of \$50,145 to \$70,854. He further stated that funding in the amount of \$49,000 that was recently returned to the City from the Emporia-Greensville Industrial Development Corporation (EGIDC) will be used as seed money to fund the new position the remainder of FY12 and purchase a vehicle, office furniture, and supplies. He stated that he anticipate filling the position by June 1, 2012.

He recommended that Council approve the new Economic Development Manager position at pay grade 24 with a salary range of \$50,145 to \$70,854. He also recommended that Council approve the ordinance appropriating \$49,000 in returned contributions from the EGIDC to be used as seed money to fund the new position the remainder of FY12 and purchase a vehicle, office furniture, and supplies for the new position.

Councilman Saunders made a motion to approve the new Economic Development Manager position at pay grade 24 with a salary range of \$50,145.00 to \$70,854.00, and to adopt **Ordinance No. 12-01** to appropriate the sum of \$49,000.00 in returned contributions from the Emporia-Greensville Industrial Development Corporation for the City’s Economic Development initiatives, seconded by Councilwoman Temple, which passed as follows, seconded by Councilwoman Temple, which passed as follows:

Councilman F. Woodrow Harris	aye
Councilman James C. Saunders	aye
Councilwoman Deborah D. Dixon	aye
Councilwoman Beverly White	aye
Councilwoman Carolyn S. Carey	aye
Councilwoman Dale Temple	aye

#### ***12-06. Cares Scholarship – Request to Approve Appropriation Ordinance***

Mr. Thrower stated that the City of Emporia and Greensville County sponsors the senior class at Greensville County High School through the CARES program. He also stated that since FY08 the City of Emporia and Greensville County have been withholding CARES funding with

the anticipation of creating a senior year scholarship program for students seeking to continue their education beyond high school through Southside Virginia Community College (SVCC).

Mr. Thrower stated that from FY08 through FY11, the City of Emporia budgeted \$9,480 in CARES funding. He also stated that this approved funding was put back into the City's fund balance for future use. He further stated that the City budgeted another \$2,280 in FY12. He stated that the City had budget a total of \$11,760 over the past five fiscal years to be used for CARES senior class scholarship funding.

Mr. Thrower stated that a meeting was held with City, County, and Southside Virginia Community College (SVCC) staff on Tuesday, January 31, 2012 to discuss options in moving forward. He also stated that at this time, they anticipate this scholarship being a need-based program to be used for SVCC tuition. He further stated that SVCC will administer the scholarship program on behalf of the City and County. He stated that in the coming months, City, County, SVCC, and Greensville County School System Administration will work together to publicize the program and make scholarship applications available. He also stated that it is anticipated that over \$30,000 will be made available for the scholarship program using City, County, and CARES funding.

He recommends that Council approve the ordinance appropriating \$9,480.00 in previously budgeted funds from the unappropriated general fund balance to go towards the CARES scholarship program. He stated that the City will include its FY12 allocation of \$2,280 for a total allocation of \$11,760 to be used towards the scholarship program.

Councilwoman Temple made a motion to adopt **Ordinance No. 12-02** to appropriate the sum of \$9,480.00 in previously budgeted funds for the C.A.R.E.S program from the unappropriated fund balance of the General funds, seconded by Councilman Saunders, which passed as follows:

Councilman F. Woodrow Harris	aye
Councilman James C. Saunders	aye
Councilwoman Deborah D. Dixon	aye
Councilwoman Beverly White	aye
Councilwoman Carolyn S. Carey	aye
Councilwoman Dale Temple	aye

***12-07. Employee Personnel Manual – Request to Amend Section 3-2 “Promotions” and Section 5-2 “Compensation”***

Mr. Thrower stated he is requesting Council to approve the revisions to Section 3-2 “Promotions” and Section 5-2 “Compensation,” as following:

Section 3-2 – Promotions – When an employee is promoted to a position in a higher classification or his/her classification has been revised due to the assignment of additional duties or responsibilities, his/her salary shall be increased to the minimum rate of the higher classification or by two steps, whichever is greater.

Section 5-2 – Compensation – When an employee is promoted to a position in a higher classification or his/her classification is revised due to the assignment of additional duties or responsibilities, his/her salary will be adjusted as provided in Chapter III of this policy.

Mr. Thrower stated that the requested revisions serve to clarify those sections and conform to existing policies and practices.

Councilwoman Temple made a motion approve the revisions to Section 3-2 “Promotions” and Section 5-2 “Compensation”, seconded by Councilwoman Carey, which passed as follows:

Councilman F. Woodrow Harris	aye
Councilman James C. Saunders	aye
Councilwoman Deborah D. Dixon	aye
Councilwoman Beverly White	aye
Councilwoman Carolyn S. Carey	aye
Councilwoman Dale Temple	aye

#### ***12-08. Regional Hazard Mitigation Plan – Request to Adopt***

Mr. Hall stated that Ken Ryals and himself have been coordinating with the Crater Planning District Commission (PDC) on the 2011 revision of the Regional Hazard Mitigation Plan. He also stated that the regional plan encompasses all localities in the Richmond Regional and Crater PDC’s. He further stated that the Federal Emergency Management Agency (FEMA) has approved the plan subject to the adoption by each locality covered by the plan.

Mr. Hall stated that the section of the plan specific to Emporia contains information related to the top-ten hazards the region faces. He also stated that the Historical event information is provided where applicable. He further stated that the only hazard shown with a “significant” threat is flooding. He stated that “Moderate” threats include wind, winter weather, thunderstorm and drought. He also stated that “Limited” threats include wildfire, earthquake, landslide, sinkholes and mass evacuation.

Mr. Hall stated that the Mitigation actions are summarized in a table by individual implementation strategies and are given a timeframe for completion and priority ranking. He also stated that the maps show land coverage vs. floodplain, critical facilities, annualized flood loss, annualized wind damage loss and wildfire risk areas.

He recommended that Council approve a resolution adopting the Richmond-Crater Regional Hazard Mitigation Plan.

Councilman Harris made a motion to adopt **Resolution No. 12-01** adopting the Richmond-Crater Multi-Regional Hazard Mitigation Plan, seconded by Councilman Saunders, which passed as follows:

Councilman F. Woodrow Harris	aye
Councilman James C. Saunders	aye
Councilwoman Deborah D. Dixon	aye
Councilwoman Beverly White	aye
Councilwoman Carolyn S. Carey	aye
Councilwoman Dale Temple	aye

**12-09. Emporia Redevelopment and Housing Authority – Unexpired Term (Mark T. Owen)**

Mayor Adams stated that Mark T. Owens currently serves on the Emporia Redevelopment and Housing Authority. He also stated that due to Mr. Owens relocation out of town he is no longer able to complete his four year term on the ERHA. He further stated that his unexpired four year term on the ERHA has an expiration date of January 6, 2013.

Councilman Saunders move to nominate William Stainback to the Emporia Redevelopment and Housing Authority.

Councilman Saunders moved to appoint William Stainback to fill the unexpired term of Mark T. Owen on the Emporia Redevelopment and Housing Authority, seconded by Councilwoman Temple, which passed as follows:

Councilman F. Woodrow Harris	aye
Councilman James C. Saunders	aye
Councilwoman Deborah D. Dixon	aye
Councilwoman Beverly White	aye
Councilwoman Carolyn S. Carey	aye
Councilwoman Dale Temple	aye

**12-10. Airport Commission – Term Expirations**

Mr. Thrower stated that the following individuals are currently serving four year terms on the City’s Airport Commission that will expire on February 28, 2012: Boyce C. Wornom, Charles I. Grigg, Jr., Ted Lee, and Nancy B. Squire. He also stated that all have indicated that they do wish to be considered for reappointment.

Councilman Harris moved to reappointed Boyce C. Wornom, Charles I. Grigg, Jr., Ted Lee, and Nancy B. Squire to serve another four years on the City’s Airport Commission, seconded by Councilwoman Temple, which passed as follows:

Councilman F. Woodrow Harris	aye
Councilman James C. Saunders	aye
Councilwoman Deborah D. Dixon	aye
Councilwoman Beverly White	aye
Councilwoman Carolyn S. Carey	aye
Councilwoman Dale Temple	aye

**12-11. Citizens Advisory Board – 2 Term Expirations**

Mayor Adams stated that the following individuals are currently serving 2-year terms on the City’ Citizens Advisory Board that will expire on February 28, 2012: Bill Howell, Vicelle Daniels, Reverend Alex Bailey, Jessie O’Nery, Barry Mayfield, Nathaniel Dupree, and Meade Horne. He also stated that those seven individual have served the maximum length of time and are not eligible to be reappointed.

Mayor Adams stated that each member of City Council should appoint one citizen to this board per by-laws. He also stated that this item be held until the next Council Meeting.

## ***12-12. Black History Month – Proclamation***

Mayor Adams stated that Council had the following proclamation before them for adoption:

### *Proclamation Black History Month*

*Whereas*, February is recognized nationally as Black History Month and Dr. Carter B. Woodson, a distinguished African American author, editor, publisher and historian, is acclaimed “Father of Black History Month”. Dr. Woodson believed that African Americans should know their past in order to participate in the affairs of the country; and

*Whereas*, Black History Month acknowledges both past and present African and African-American icons whose courage, sacrifices, and relentless efforts have sought to improve the quality of life for all in the name of justice, honor, and freedom; and

*Whereas*, such noted African-American icons as Ida B. Wells, the renowned writer, teacher, women’s suffragist and anti-lynching crusader; and Rosa Parks, whose famous decision to remain in her seat symbolized the spirit of the Civil Rights Movement, have made imperative contributions to our society; and notable local African Americans as Joseph C. Bond, a mortician, was the first African American to serve on Emporia City Council and a founder of the local NAACP branch; Dr. Willie Joyner, a physician and entrepreneur, owned a medical building, a movie theatre, and rental properties; Dr. Joseph Macklin, a pharmacist, was the first African American druggist to manage his own business; Charles Harris, a mechanic, was the first African American to own and operate a service station; Edward Westwood Wyatt, an advocate for improved school conditions for African Americans and a zealous educator, legacy lives on as the first African American High School (E.W. Wyatt High School) was named in his honor; Charlie Stephen Thomas, a businessman and a founder of the local NAACP branch, operated a grocery store across from Greensville County Training School to provide snacks for the students, since there were no cafeterias at that time; Etta Reavis, a homemaker, provided hot meals and shelter for local teachers at R.R. Moton Elementary School; Elizabeth R. Allison, Reverend and Mrs. Willie Curley, Sr., Annie Green, and Helen Kindred provided shelter and meals for the teachers on the North side of town; George C. Williams, a local farmer, purchased a bus to transport students and teachers to school that resided in the county; and

*Whereas*, it is essential to learn from the many lessons of history from world renowned leaders as well as the contributions of local African Americans to continue the pursuit of our Founding Fathers’ vision of liberty, justice and equality for all; and

*Now, Therefore, I*, Samuel W. Adams, III, by virtue of the authority vested in me as Mayor of the City of Emporia, Virginia do hereby proclaim February 2012 as Black History Month in the City of Emporia.

Councilwoman Temple made a motion to approve the proclamation for Black History Month, seconded by Councilwoman Carey, which passed as follows:

Councilman F. Woodrow Harris	aye
Councilman James C. Saunders	aye
Councilwoman Deborah D. Dixon	aye
Councilwoman Beverly White	aye
Councilwoman Carolyn S. Carey	aye
Councilwoman Dale Temple	aye

## **PUBLIC COMMENT**

Mayor Adams asked if anyone wished to bring a matter before City Council members adhering to the three minute time limitation.

*George Pugh, 750 Halifax Street*, addressed Council by presenting Brian Thrower, City Manager with a plaque of appreciation for the City's contributions to Emporia-Greenville Habitat for Humanity.

With there being no further comments to come before City Council, Mayor Adams closed the public comment portion of the meeting.

### **\*\*\*Closed Session\*\*\***

Councilwoman Temple moved that Closed Session be entered for the purpose of discussing Virginia Code § **2.2 3711 (A) (3) Disposition of publicly held real property pertaining to the former Emporia Elementary School and (A) (7) Legal matters requiring the advice of Counsel regarding an economic development performance and shared services with Greensville County.** Councilman Saunders seconded the motion, which passed as follows:

Councilman F. Woodrow Harris	aye
Councilman James C. Saunders	aye
Councilwoman Carolyn S. Carey	aye
Councilwoman Deborah D. Dixon	aye
Councilwoman L. Dale Temple	aye
Councilwoman Beverly White	aye

### **\*\*\*Regular Session\*\*\***

Councilwoman Dixon moved that the meeting be returned to Regular Session. Councilwoman Temple seconded the motion, which passed as follows:

Councilman F. Woodrow Harris	aye
Councilman James C. Saunders	aye
Councilwoman Carolyn S. Carey	aye
Councilwoman Deborah D. Dixon	aye
Councilwoman L. Dale Temple	aye
Councilwoman Beverly White	aye

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## **CERTIFICATION**

Councilwoman Dixon moved to certify the following:

1. only public business matters lawfully exempted from open meeting requirements under the Virginia Freedom of Information Act were discussed in the Closed Session to which this certification applies, and
2. only such public business matter as were identified in the motion by which the Closed Session was convened were heard, discussed, or considered by City Council.

Councilwoman Temple seconded the motion, which passed as follows:

Councilman F. Woodrow Harris	aye
Councilman James C. Saunders	aye
Councilwoman Carolyn S. Carey	aye
Councilwoman Deborah D. Dixon	aye
Councilwoman L. Dale Temple	aye
Councilwoman Beverly White	aye

Councilman Harris made the motion to approve payment of \$58,920.00 to the Emporia Industrial Development Authority to be used to refund the Virginia Tobacco Commission, per the terms of the performance agreement between the City of Emporia, Tobacco Commission, and International Fiberglass, Inc.

Councilwoman Temple seconded the motion, which passed as follows:

Councilman F. Woodrow Harris	aye
Councilman James C. Saunders	aye
Councilwoman Carolyn S. Carey	aye
Councilwoman Deborah D. Dixon	aye
Councilwoman L. Dale Temple	aye
Councilwoman Beverly White	aye

## **ADJOURNMENT**

With no further business to come before City Council, Mayor Adams adjourned the meeting.

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Samuel W. Adams, III, Mayor

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Tessie S. Wilkins, City Clerk