

AGENDA
HILLSVILLE TOWN COUNCIL
JUNE 27, 2022
HILLSVILLE TOWN HALL

- I. CALL TO ORDER – 7:00 PM
- II. INVOCATION
- III. PLEDGE OF ALLEGIANCE
- IV. APPROVAL OF MINUTES
 - A. MAY 23, 2022
- V. PUBLIC HEARING
 - A. PROPOSED FY 2021-22 BUDGET ADJUSTMENTS
- VI. CITIZENS TO BE HEARD
- VII. TOWN MANAGER'S REPORT
- VIII. TOWN ATTORNEY'S REPORT
- IX. POLICE CHIEF'S REPORT
- X. REPORTS OF MAYOR AND COUNCIL
- XI. UNFINISHED BUSINESS
- XII. NEW BUSINESS
 - A. CONSIDERATION OF PROPOSED FY 2021-22 BUDGET ADJUSTMENTS
 - B. DISCUSSION OF TOWN CODE REGARDING YARD SALES
 - C. CONSIDERATION OF REAPPOINTMENTS TO ZONING BOARD OF APPEALS,
TERM ENDING JULY 25, 2027: JENNIFER SOWERS, BILL JESSUP
 - D. CONSIDERATION OF MARK IRVIN TO ZONING BOARD OF APPEALS FOR
THE TERM JULY 25, 2022, TO JULY 25, 2027
 - E. BILL VOUCHER
- XIII. ADJOURNMENT

COMMONWEALTH OF VIRGINIA
TOWN OF HILLSVILLE

Hillsville Town Council met at Town Hall on Monday, June 27, 2022, at 7:00 P.M. for their regular semimonthly meeting.

COUNCIL:

Gregory N. "Greg" Crowder, Mayor
Ed Terry, Pine Creek
Greg Yonce, Laurel Fork
David Young, Pipers Gap, Absent
Barry Jessup, Sulphur Springs

Town Manager, Retta Jackson
Town Treasurer, LeAnna Surratt
Town Attorney, Paul Cassell
Clerk of Council, Vickie Yonce
Police Chief, Shannon Goad, Absent

I. CALL TO ORDER—7:00 PM

Mayor Crowder called the meeting to order at 7:00 P.M.

II. INVOCATION

Councilman Ed Terry gave the invocation.

III. PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was recited in unison.

IV. APPROVAL OF MINUTES

A. May 23, 2022

On a motion by Barry Jessup and a second by Ed Terry, Council moved to approve the minutes of May 23, 2022, as presented.

VOTE: Barry Jessup – Aye
Greg Yonce – Aye

Ed Terry – Aye
David Young – Absent

V. PUBLIC HEARING

Mayor Crowder opened the Public Hearing for the Proposed FY 2021-2022 Budget Adjustments.

A. Proposed FY 2021-2022 Budget Adjustments

A public comment period was available to the public and there were no comments received; therefore, Mayor Crowder closed the Public Hearing.

Copies of the proposed FY 2021-2022 Budget Adjustments and public hearing advertisement are attached herewith and made a part of these minutes.

VI. CITIZENS TO BE HEARD

There were no Citizens To Be Heard.

VII. TOWN MANAGER'S REPORT

Copies of the Town Manager's report were distributed prior to the meeting. Ms. Jackson had nothing further to report.

VIII. TOWN ATTORNEY'S REPORT

Town Attorney Paul Cassell stated that, per Ms. Jackson's request, he had prepared and presented an ordinance to Ms. Jackson for Council's review regarding the approval of site plans, and stated that the requested changes were noted.

IX. POLICE CHIEF'S REPORT

Copies of the police report were distributed prior to the meeting. A copy is attached herewith and made a part of these minutes. Chief Goad was absent from the meeting.

X. REPORTS OF MAYOR AND COUNCIL

Councilman Ed Terry expressed his anticipation of the upcoming Independence Day festivities.

Councilman Barry Jessup requested that everyone keep Councilman David Young in their thoughts and prayers due to his cataract surgery that day.

XI. UNFINISHED BUSINESS

There was no Unfinished Business.

XII. NEW BUSINESS

A. Consideration Of Proposed FY 2021-22 Budget Adjustments

On a motion by Barry Jessup and a second by Ed Terry, Council moved to approve the proposed FY 2021-22 Budget Adjustments, as presented.

VOTE: Barry Jessup – Aye
Greg Yonce – Aye

Ed Terry – Aye
David Young – Absent

B. Discussion Of Town Code Regarding Yard Sales

Information regarding the requirements for yard sale permits is attached herewith and made a part of these minutes. Ms. Jackson described the current yard sale code. Mayor Crowder stated that Dallas Nester's wife had approached him about it, and requested that Ms. Jackson ensure that no one was allowed to have yard sales during the flea markets instead of vendor permits.

C. Consideration Of Reappointments To Zoning Board Of Appeals, Term Ending July 25, 2027: Jennifer Sowers, Bill Jessup

On a motion by Barry Jessup and a second by Greg Yonce, Council moved to reappoint Jennifer Sowers and Bill Jessup to the Zoning Board of Appeals, terms ending July 25, 2027.

VOTE: Barry Jessup – Aye
Greg Yonce – Aye

Ed Terry – Aye
David Young – Absent

D. Consideration Of Mark Irvin to Zoning Board Of Appeals For The Term July 25, 2022, To July 25, 2027

On a motion by Barry Jessup and a second by Ed Terry, Council moved to appoint Mark Irvin to the Zoning Board of Appeals for the term July 25, 2022, to July 25, 2027.

VOTE: Barry Jessup – Aye
Greg Yonce – Aye

Ed Terry – Aye
David Young – Absent

Town Attorney Paul Cassell stated that he would submit those names to the Carroll County Circuit Court Judge so they could be sworn in.

E. Bill Voucher

On a motion by Barry Jessup and a second by Ed Terry, Council moved to approve the Bill Voucher, as presented. A copy of the Bill Voucher is attached herewith and made a part of these minutes.

VOTE: Barry Jessup – Aye
Greg Yonce – Aye

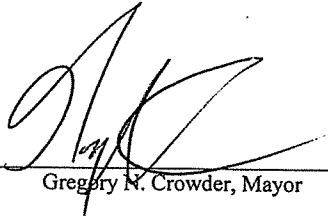
Ed Terry – Aye
David Young – Absent

XIII. ADJOURNMENT

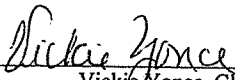
On a motion by Ed Terry and a second by Barry Jessup, the meeting was adjourned at 7:07 p.m.

VOTE: Barry Jessup – Aye
Greg Yonce – Aye

Ed Terry – Aye
David Young – Absent



Gregory N. Crowder, Mayor



Vickie Yonce, Clerk of Council

Legal Notices



BUDGET APPROPRIATIONS

Notice is hereby given that a public hearing will be held by the Town Council of the Town of Hillsville, Virginia, at 7:00 p.m., or as soon thereafter, on Monday, June 27, 2022, in the Council Chambers of the Town Office, 410 N Main Street, Hillsville, Virginia, to consider appropriations to the Fiscal Year 2021-22 budget in order to amend budgets due to unexpected expenditures during the fiscal year.

The proposed budget amendments can be viewed at the Town Office, 410 N Main Street, Hillsville, Virginia, Monday through Friday from 8:00 a.m. to 4:30 p.m., except for legal holidays. Citizens are encouraged to attend the meeting to express their views or submit comments by regular mail, telephone at (276) 728-2128 or email at treasurer@townofhillsville.com. Individuals desiring to attend the meeting and requiring special accommodations are requested to contact the Town Office at least two days prior to the meeting by calling (276) 728-2128.

2020/2021 BUDGET ADJUSTMENTS

Presented June 27, 2022

GENERAL FUND

EXPENSES			REVENUES		
Department	Description	Amount	Description	Amount	
ADMINISTRATION	10-4102-7858 CHRISTMAS TREE LIGHTING	\$991	10-3011-0100 RETAINED EARNINGS	-236139	
	10-4102-7855 SAFE HALLOWEEN	\$355	10-3011-0404 DMV STOP EXPENSE	1325.00	
	10-4102-7854 ECONOMIC DEV COMMITTEE	\$600.00	10-3022-0412 CONSUM UTIL TAX -ELECTRIC	(\$1,800)	
	10-4102-7852 BEAUTIFICATION COMMITTEE	\$1,423.00	10-3071-0483 TCC GRANT	\$15,832	
	10-4102-4659 VEH & PWRD EQUIP SUPPLY	\$30	10-3071-0484 FARMERS MARKET SNAP	\$795	
	10-4102-4654 OFFICE SUPPLIES	\$65.00	10-3071-0485 FARMERS MARKET FRESH MATCH GRANT	\$558	
	10-4102-2621 UNEMPLOYMENT INSURANCE	\$125.00	10-3012-0400 COUNTY CONTRIBUTIONS	\$19,000	
	10-4102-3630 ADVERTISING	1100	10-3012-0401 CURRENT TAX PUBLIC SERVICE	\$8,800	
	10-4102-7860 RECREATION/TOURISM COMM	\$1,565.00	10-3073-0583 OFFICE RENTAL	\$11,545	
	10-4102-7864 BEAUTIFICATION COMMITTEE SPONSOR	\$3,822.00	10-3013-0404 CURENT TAXES PERSONAL	\$32,414	
	10-4102-78581 FLEA MARKET	(\$5,500.00)	10-3022-0414 INTOWN MEALS TAX	\$158,186	
	10-4106-3626 PROF SERVICES-AUDITORS	(\$5,100.00)	10-3051-0439 INTEREST ON BANK DEPOSITS	\$48,900	
	AUDITORS			10-3071-0487 FRIENDS OF BLUE RIDGE GRANT	\$18,333
			10-3014-0407 CURRENT TAXES - MACH & TOOL	\$10,949	
BUILDING INSP/ENGINEER			10-3071-0479 FARMERS MARKET GRANTS	(\$84,968)	
	10-4103-2621 UNEMPLOYMENT INSURANCE	\$25.00	10-3041-0436 COURT FINES & FORFEITURES	\$46,926	
ACCOUNTING	10-4112-4640 POSTAL SERVICES	\$67.00	10-3041-0438 STATE ASSET FOREFITURE	\$2,458	
	10-4112-4654 OFFICE SUPPLIES	\$160.00	10-3071-0472 DCJP GRTS FOR LAW	\$8,618	
DATA PROCESSING	10-4116-0404 DMV STOP EXPENSE	\$1,450.00	10-3071-0473 DMV GRANT	\$11,544	
FARMERS MARKET	10-4105-0484 FM VENDOR SNAP PAYMENTS	\$630.00	10-3071-0474 DEPT OF FIRE PROGRAMS	\$6,000	
	10-4105-0485 FRESH MATCH GRANT PAYMENTS	\$589.00			
	10-4105-2621 UNEMPLOYMENT INSURANCE	\$30.00			
	10-4105-6008 CAPITAL IMPROVEMENTS	\$28,055.00			
LAW ENFORCEMENT	10-4320-1612 SALARIES & WAGES PT	(\$6,500.00)			
	10-4320-1611 SALARIES & WAGES FT	(\$38,000.00)			
	10-4320-1614 SALARIES & WAGES OT	(\$8,800.00)			
	10-4320-1616 TRAFFIC SAFETY OVERTIME	\$7,700.00			
	10-4320-2621 UNEMPLOYMENT INSURANCE	\$335.00			
	10-4320-2618 RETIREMENT	(\$35,161.00)			
	10-4320-1610 SALARIES - SUPERVISOR	\$14,909.00			
	10-4320-2619 HEALTH INSURANCE	(\$17,095.00)			
	10-4320-3626 DISPATCHER STIPEND	\$9,000.00			
	10-4320-4659 VEH. & POWER EQUIP SUPPLY	(\$20,745.00)			
	10-4320-7850 CONTINGENCY FUNDS	\$95,000.00			
	PUBLIC WORKS	10-4424-1614 SALARIES & WAGES OT	\$3,500.00		
		10-4424-1611 SALARIES & WAGES FT	(\$30,000.00)		
		10-4424-2621 UNEMPLOYMENT INSURANCE	\$150.00		
		10-4424-4659 VEH. & PWRD. EQUIP SUPPLY	\$750.00		
10-4424-4661 UNIFORMS & WEAR. APPAREL		\$550.00			
10-4424-6008 CAPITAL LEASES		\$4,875.00			
10-4424-6013 TCC GRANT EXPENSE		\$4,745.00			
10-4424-6014 OTHER GRANT EXPENSE		\$1,950.00			
10-4424-6024 PLAYGROUND @ CWC		\$19,850.00			
SANITATION & WASTE REMOVE					
	10-4432-1611 SALARIES & WAGES FT	\$25,000.00			
	10-4432-1614 SALARIES & WAGES OT	\$5,000.00			
	10-4432-2621 UNEMPLOYMENT INSURANCE	\$250.00			
	10-4432-2617 FICA	\$1,531.00			
	10-4432-2619 HEALTH INSURANCE	\$10,000.00			
		\$79,276.00		\$ 79,276.00	

WATER FUND**EXPENSES**

20-6070-1610 SALARIES - SUPERVISOR	\$1,630.00
20-6070-2621 UNEMPLOYMENT INSURANCE	\$100.00
20-6070-3629 MAINT. SERVICE CONTRACTS	\$1,503.00
20-6070-7801 OPERATING CHEMICALS	\$425.00
20-6070-7804 DEBT RETIREMENT-PRINCIPAL	(\$2,620.00)
20-6070-7805 DEBT RETIREMENT-INTEREST	\$2,807.00
20-6070-7803 AUDIT CPA	\$308.00
	\$ 4,153.00

REVENUES

20-5000-0001 SERVICE FEES	\$38,144.00
20-5000-0002 RECONNECT FEES	(\$263.00)
20-5000-0004 RETURN CHECK FEES	(\$48.00)
20-5000-0008 PENALTIES	\$4,800.00
20-5000-1000 TRANSFER FROM GENERAL FUND	(\$44,150.00)
20-5000-0020 MISC. INCOME (DETAIL)	\$5,670.00
	\$4,153.00

SEWER FUND**EXPENSES**

30-8070-1610 SALARIES - SUPERVISOR	\$1,872
30-8070-1611 SALARIES & WAGES FT	\$11,117.00
30-8060-6014 EQUIPMENT RESERVE	(\$13,000.00)
30-8060-6015 PLANT CONSTRUCT/REPAIR	(\$3,400.00)
30-8070-1612 SALARIES & WAGES PT	(\$2,500.00)
30-8070-4671 TRAVEL-CONV. & EDUCATION	(\$1,350.00)
30-8070-7804 DEBT RETIREMENT PRINCIPAL	\$56,498.00
30-8070-7805 DEBT RETIREMENT-INTEREST	(\$61,120.00)
30-8070-1614 SALARIES & WAGES OT	(\$2,410.00)
30-8060-0035 MRPDC GRANT EXPENSE	\$148,941
30-8060-0036 2021 I&I SSES PROJECT	\$85,000
30-8070-2618 RETIREMENT	(\$3,000)
30-8070-3626 PROFESSIONAL SERVICES	(\$3,500)
30-8070-3629 MAINT SERVICE CONTRACTS	(\$520)
	\$ 212,628.00

REVENUES

30-7000-0002 RECONNECT FEES	(\$263.00)
30-7000-0003 CONNECTION FEES	\$1,365.00
30-7000-0001 SERVICE FEES	\$86,444
30-7000-0008 PENALTIES	\$6,332
30-7000-0035 MRPDC I&I GRANT	\$45,000
30-7000-0036 2021 I&I SSES PROJECT	\$73,750
	\$212,628.00

**Town Council Meeting
June 27, 2022
Law Enforcement Activity Numbers**

Hillsville Police Department

May 1, 2022 to May 31, 2022

Activity	Totals
Assist Motorists	15
Assist County	12
Assist Fire Department	5
Assist EMS	6
Assist Other Departments	11
Assist HPD Officers	25
Custody Orders	5
Detention Orders	6
Protective Orders	3
Criminal Investigations	12
Domestic Complaints	11
Accident Investigations	7
Follow-Up Investigations	10
Warrants Obtained	9
Warrants Served	16
Business Checks	839
House Checks	2
Welfare Checks	12
Community Engagement	103
Parking Tickets	0
Foot Patrols	9
Escorts	11
Interdiction (Drug) Stops	1
Service Calls (Other)	144
False Calls/Unfounded	14
DUI - Alcohol Arrests	0
DUI - Drugs Arrests	0
Drunk in Public Arrests	0
Criminal Arrests - Traffic Stop	1
Criminal Arrests - Non-Traffic	6
Uniform Summons - Speeding	263
Uniform Summons - Reckless Driving	29
Uniform Summons - Safety Belts	7
Uniform Summons - Child Safety Seats	0
Uniform Summons - Fail to Move Over	0
Uniform Summons - Hands Free Violations	1
Uniform Summons - Other Traffic	42
Magistrate Summons (Non-Uniform)	1
Warnings - Traffic Stop	29
Uniform Summons - Unsecured Trash	0
Uniform Summons - Littering	0
Warnings - Unsecured Trash	0
Vehicles Observed (Carrying Trash)	18

Memo



To: Hillsville Town Council
From: LeAnna Surratt, Treasurer
Date: June 8, 2022
Re: Yard Sale Question

Unfortunately, I will be at a Treasurer's conference during the June 13th meeting. David Young requested that information be presented regarding Yard Sales during Flea Market events. I have attached an email from Cindy Abbey regarding the current stipulations per Town Code as well as the past permits and yard sales sold during the Flea Market.

When the Flea Market is not going on, anyone who does not qualify for a yard sale permit either purchases a business license (if they will be "routinely" selling) or a peddler's permit. Retta and I have been discussing a special event permit mirroring other localities. This would be structured to include one or both of the following:

1. A tax on the entry charge of the event (for concerts etc.)
2. A tax based on how many vendors set up. i.e. 1-10 vendors = \$X, 11-20 = \$X. or it could be structured per vendor. The event coordinator would be responsible for this fee like the landowners are responsible for remitting the fees at the Flea Market.

Please let Retta know any changes/additions to the current code and I will prepare something for the next meeting. I have pasted the current Yard Sale code below. I recommend extending the sale for 3 days.

§ 121-1 Two-day garage sales.

Regardless of the location thereof, two two-day garage sales or yard sales may be held per calendar year by Town residents regardless of the location thereof and may be held only after issuance of a permit by the Town without fee. The third sale and all sales thereafter require a permit and payment of the fee of \$5 per sale. A yard sale or garage sale within the meaning of this section shall be a sale of secondhand goods and items. Such secondhand goods must not have been purchased by the seller for the purpose of resale.

LeAnna Surratt

From: Adp Hillsville
Sent: Thursday, June 2, 2022 2:56 PM
To: Treasurer
Subject: Yard Sale Permits

Yard sale permits are issued to town residents for free for two, two-day yard sales per year. They can bundle them and use all four days for a flea market if they choose. Landowners are allowed to have a yard sale during flea market, if it is their items, used, and only members of their family that reside at that residence. If anyone else is invited to participate is turns into a vendor permit, only during special events like flea markets.

In 2021, we sold 88 yard sale permits. 9 on those permits were during the Memorial day flea market, while 17 were during the Labor day flea market.

2 vendor permits were sold for yard sales for the 2021 Memorial Day flea market weekend, and 3 vendor permits were sold for yard sales for the 2021 Labor Day flea market weekend.

Cindy Z Abbey, MGD

Acct/DP/Secretary
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