

**Minutes for the City of Worthington Hills**  
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**Date:** December 15, 2020

**Present:** Robert Stonum                      Dennis Metcalf                      Linda Beville                      Carol Campbell  
Steve Schwager                      Dan Small                      Bev Lush

Commissioner Hall was present via audio connection

The meeting was called to order at 7:05 pm by Mayor Stonum. The Pledge of Allegiance to the Flag of the United States was recited, followed by a moment of silent prayer.

**Citizens Present:** There were 4 residents present, but no representative from Derby City Protection.

**2020 Audit:** Mr. Hoagland from Welenken CPAs explained the Audit Summary Letter. The 2020 Audit has been submitted to Mayor Stonum and will be submitted to Department of Government once it is approved by the commission. No difficulties were encountered in performing the audit. Mr. Hoagland commented that COWH has no problem with internal controls and all monies are insured. Everything needed to produce the audit was supplied by COWH. A motion was made by Commissioner Beville and seconded by Commissioner Metcalf to accept the 2020 City Audit. Roll call vote was taken and the vote was unanimous.

**Minutes:** The November 2020 minutes were brought up for approval. Motion was made by Commissioner Campbell and seconded by Commissioner Metcalf to approve the minutes. Vote was unanimous.

**Financial Report:** The November Financials had been distributed to the Commission for review and posted on COWH website prior to the City Meeting. Approval motion was made by Commissioner Beville and seconded by Commissioner Campbell. Vote was unanimous.

**Expense Review:** The cover sheet of December invoices along with invoice copies were passed around for Commissioners to review and initial. No approval motion was needed since Commissioners had already initialed and approved. Commissioner Hall will stop by City Clerk's home to initial when he's back in town.

**Presentation by City Attorney:**

- Attorney Schwager gave an update on Ground Effects. He informed us that they will be checking on adjusting the proposed plantings.

**Old Business:**

- Emergency Radio Equipment – Major Stonum and Commissioner Metcalf tried out 2 types of radios and determined that the BizTalk brand is the best for our city's needs. They tested the radio in various areas of our city and always had great connections. These radios require a 10-year license and we will be checking into that cost. Looking into purchasing 16 radios which would be assigned to the mayor, the commissioners and the volunteers on a safety board. The quote is \$1040 which comes to roughly \$79/radio. We will be using the money for collected fines that come from the state that must be used for public safety and health. Approval purchase motion was made by Commissioner Metcalf and seconded by Commissioner Campbell. A voice vote was taken and passed unanimously.

### **New Business:**

- *Commissioner Metcalf spotted a drone flying in our city recently. He watched it for a while and noticed it had a camera on it. Just making us aware.*
- *Commissioner Beville mentioned an issue on Nansemond (she knows it's not in COWH), but she is concerned it may get worse. 1 semi truck has been parked in the residential area for a while and now there is a second one. They are hard to see in the dark and they block drivers' vision. She has reported this to 311.*
- *Mayor Stonum mentioned the KLC Virtual training January 19-22. This training expense is included in the 2020-2021 budget. The training will be video-taped, and if the training schedule conflicts with attendees' schedules, it can be taken any time within 60 days of the actual class. Approval motion was made by Commissioner Beville and seconded by Commissioner Campbell. Voting was unanimous.*
- *Mayor Stonum explained the new SUI rate assigned to COWH. Our 2020 rate was .7%, but it will be 1.4% for 2021. This will add approximately \$686 dollars to our payroll expense from January through June of 2021. He added that his company's SUI rate went from .3% to 1%. This increase applies to most employers due to the increased unemployment rates due to Covid19.*
- *Mayor Stonum brought to our attention that we have a Costco membership that is due to be renewed for \$60 before the end of January. Do we really need this membership? COWH has made no purchases at Costco since January 2019. Final decision will come at January meeting.*

### **Commissioner Reports:**

#### **Utilities Commissioner Beville**

- *Between November 16th and December 15th I did the weekly street light check and had no outages to report. To date I have completed 104 weekly street light checks during my term.*
- *I have prepared materials which I have found helpful to have for carrying out the responsibilities of the Utilities Commissioner and will turn them over to either my successor or Mayor Stonum at the close of tonight's meeting.*

#### **Road Commissioner Campbell**

*Comments: I would like to thank the residents of The City of Worthington Hills for allowing me to serve as Road Commissioner for the last 2 years. Together, with the Commission's help, we accomplished the following : painted speed bumps, placed signs (No Parking On Street Anytime) at the entrance to each court, upgraded damaged or missing road signs as well as filled cracks in the roadway. This will extend the life of the pavement/roadway for 4 to 5 years before they will have to be repaved. We also put in place a 3 year contract with Minor & Co for Snow Removal and Brine Application. Thank you again – it has been a pleasure to serve our city.*

*I also participated in/worked on the following items:*

- *November 30, 2020 – Watched weather/temperatures as snow was predicted. Did not have to call Minor & Co for brine since road temperatures would be warm enough to melt any accumulating snow.*
- *December 8, 2020 – Resident at 4807 Middlesex Drive called to report that the sign (Speed Bump Ahead) had been hit and was laying in his yard. I checked it – pole was not bent and the sign was not damaged. I reported this to Mayor Stonum and told him that I would check with Saf-Ti-Co to find out what they would charge to come out and reset the sign. I also would drive the city to see if anything else needed repair and could be taken care of at the same time. Mayor Stonum called back on December 9. He had picked up the sign and talked with the Property Commissioner, Harold Hall, who has a tool to reset the sign. They will take care of it in the near future.*

**Property Commissioner Hall**

- 11/28/20 Mowed Primary City Property
- 11/28/20 Cut back all mums and daylilies, cleaned up trash and removed all leaves in COWH front entrance.
- 11/28/20 Received an email from landlord at 4514 Lunenburg Dr. Needs tax info. Sent message to Mayor Stonum.

**Safety Commissioner Metcalf**

- Drove City on multiple occasions.
- Went to Storage area with Mayor Stonum.
- Issued two parking permits.
- Mayor Stonum and I did two separate radio tests using the radios we are considering for the City to use during an emergency.
- Mayor Stonum and I went to Steve Schwager’s office on two occasions.
- **Derby City Protection**
  - o TRAFFIC STOPS ---- 10
  - o PARKING Citations--- 13
  - o SUSPICIOUS VEHICLE--- 1
  - o PROPERTY CHECKS-- 3
  - o VEHICLES PARKED IN WRONG DIRECTION -- 1
  - o HELPED RESIDENT FIND LOST DOG -- 1

**Citizen’s Concerns:**

- Millie Metcalf updated us that during 2020, she had received and addressed 390 cards to be sent to our service members. She let us know that the Wounded Warriors organization puts \$5.00 in each card which totals \$1950.00.

**Newly Elected Commissioners:**

- Our 4 new commissioners stood and Mayor Stonum administered the Oath of Office. Harold Hall, Dennis Metcalf, Crystal Adams and Susan Maupin
- Mayor Stonum expressed the city’s thanks to the outgoing commissioners – Commissioner Beville and Commissioner Campbell – for their service over the past 2 years.

The meeting was adjourned at 8:07 PM with a motion by Commissioner Beville and seconded by Commissioner Campbell.

Signatures:

**City Clerk:** \_\_\_\_\_

**Date:** \_\_\_\_\_

**Mayor:** \_\_\_\_\_

**Date:** \_\_\_\_\_