

REGULAR MEETING OF THE FARMVILLE TOWN COUNCIL
HELD ON FEBRUARY 8, 2023

At the regular meeting of the Farmville Town Council held on Wednesday, February 8, 2023, at 7:00 PM, in the Council Chamber of the Town Hall, located at 116 North Main Street, Farmville, Virginia, there were present: Mayor B.R. Vincent, presiding, and Council members D.E. Dwyer, D.L. Hunter, T.M. Pairet, A.D. Reid, S.O. Amos, J.F. Hardy and A.B. Yoelin.

The staff members present were Town Manager C. Scott Davis, Town Attorney Gary Elder, Chief of Police Andy Ellington, Finance Director Julie Moore, Community Development Director Lee Pambid, Public Works Director Robin Atkins, Fire Chief Daniel Clark, IT Support Ashley Atkins-Austin, Deputy Clerk Jacqueline Vaughan, and Clerk Mary McKay.

Mayor Vincent called the meeting to order and welcomed all guests including Dr. Eric Hodges' Introduction to American Government class from Longwood University, who were in attendance. An acknowledgement was made of the passing of Wanda Whitus, former President of the Farmville Chamber of Commerce and wife of former mayor, David Whitus. A moment of silence was offered in her honor.

The Lord's Prayer was recited, followed by the Pledge of Allegiance led by Vice-Mayor Reid.

The Clerk called the roll noting all Council members were present.

PUBLIC HEARING – RESOLUTION 2023-02-03 CONDITIONAL USE PERMIT TO ALLOW ONE-STORY, 116 UNIT, SELF-STORAGE BUILDING

With no one signed up or wishing to speak, the Public Hearing was closed.

PUBLIC COMMENT PERIOD

Joni Beachly with the Farmville Downtown Partnership (FDP) was present to address the Council. The organization's work plan was distributed to the Council for review. Ms. Beachly mentioned a scheduled fundraising event in August 2023, and noted the FDP is a non-profit organization whose goal is to invest in the community. A recent feasibility grant award and an additional grant application were mentioned that will be used to help purchase a couple of buildings on Main Street.

REQUEST APPROVAL OF THE CONSENT AGENDA

On motion by Mr. Hunter, seconded by Mr. Dwyer, and with all Council members voting "aye", the consent agenda was approved as presented. The consent agenda includes the draft minutes of the Regular Council meeting held on January 11, 2023.

REQUEST APPROVAL OF THE FINANCE REPORT

Mr. Pairet made a motion to approve the Finance Report, seconded by Mr. Reid, and with a recorded vote of Council members Pairet, Reid, Amos, Hardy, Yoelin, Dwyer, and Hunter voting “yes”, the motion passed.

BACKGROUND: A verbal report was provided by Finance Director Julie Moore. The General Fund increased by \$1,070,013.95, with most of this increase due to the sale of the Farmville Golf Course. ARPA funds decreased by \$911,607.85 due to the prepayment of the new fire truck. \$34,709.24 was earned from the Local Government Investment Pool (LGIP), with a total of \$152,839.87 earned since investing with LGIP.

REQUEST APPOINTMENT OF TOWN OF FARMVILLE BUILDING OFFICIAL

Mr. Reid made a motion to appoint Nicholas Bowles as the Building Official for the Town of Farmville, seconded by Mrs. Amos, and with a recorded vote of Council members Reid, Amos, Hardy, Yoelin, Dwyer, Hunter and Pairet voting “yes”, the motion passed.

BACKGROUND: A verbal report was provided by the Town Manager. Nicholas Bowles was introduced to the Council as the new building official at the February 1, 2023 Work Session. According to the state building code, Council needs to make an appointment for the position.

REQUEST ADOPTION OF RESOLUTION NO. 2023-02-01, TRANSFERRING FUNDS FROM THE TRANSPORTATION FUND CONTINGENCY TO THE TRANSPORTATION FUND

Mr. Pairet made a motion, seconded by Mr. Hunter, to adopt Resolution No. 2023-02-01, Transferring Funds from the Transportation Fund Contingency to the Transportation Fund, and with a recorded vote of Council members Amos, Hardy, Yoelin, Dwyer, Hunter, Pairet and Reid voting “yes”, the motion passed.

BACKGROUND: Finance Director Julie Moore provided a verbal report. In the 2022-2023 budget, \$171,904.00 was allocated in the Transportation Fund for the purchase of two new buses. Since that time, the price of the buses has increased to \$261,902.00. A transfer of an additional \$89,998.00 from the Transportation Fund Contingency to the Transportation Fund is needed to purchase the two buses.

Resolution #2023-02-01

To amend the Transportation Fund under the Unrestricted Funds Account for the fiscal year beginning July 1, 2022 and ending June 30, 2023. To transfer funds in the amount of \$89,998.00 from the Transportation Fund Contingency to the Transportation Fund. The purpose of the transfer, \$89,998.00 is for additional funds needed to purchase two new buses.

THEREFORE, BE IT RESOLVED BY THE COUNCIL OF THE TOWN OF FARMVILLE:

That a transfer of funds in the amount of \$89,998.00 from the Transportation Fund Contingency to the Transportation Fund, be and hereby authorized for additional funds needed to purchase two new buses.

1. That this resolution shall be in full force and effect upon its passage.

Approved:

Mayor

Attest: _____

Clerk of Council

I certify that the above resolution was:

Adopted on _____.

Ayes: _____. Nays: _____. Absent: _____. Abstain: _____.

The Honorable A.D. "Chuckie" Reid: _____.

The Honorable Sallie O. Amos _____.

The Honorable Daniel E. Dwyer _____.

The Honorable Tommy Pairet _____.

The Honorable John F. Hardy _____.

The Honorable Donald L. Hunter _____.

The Honorable Adam B. Yoelin _____.

**REQUEST ADOPTION OF RESOLUTION NO. 2023-02-02, AUTHORIZING WRITE-OFFS
OF AMOUNTS FOR REAL ESTATE TAX, LIENS, AND UTILITIES RECEIVABLES**

Mr. Dwyer made a motion, seconded by Mr. Hunter, to adopt Resolution No. 2023-02-02, Authorizing the Finance Director to write off \$209.41 in Real Estate Taxes including penalties and interest, \$30, 248.64 in Liens, \$8,390.43 in bankrupt utility accounts and \$10,095.32 in uncollectible 2018 utility accounts, and with a recorded vote of Council members Dwyer, Hunter, Pairet, Reid, Amos, Hardy and Yoelin voting “yes”, the motion passed.

BACKGROUND: A verbal report was provided by Finance Director Julie Moore. Proposed amounts to be written off were reviewed at the February 1, 2023 Work Session. These consist of Real Estate taxes that need to be written off from Taxing Authority Consulting Services (TACS) tax sale and uncollectible taxes. Also, two bankrupt utility accounts and the 2018 uncollectible utility accounts need to be written off. The amounts to be written off are \$209.41 in Real Estate Taxes including taxes and interest, \$30,248.64 in Liens, \$8,390.43 in bankrupt utility accounts, and \$10,095.32 in uncollectible 2018 utility accounts.

Resolution No. 2023-02-02

Authorization for the Finance Director to write-off \$209.41 in Real Estate Taxes including penalties and interest, \$30,248.64 in Liens, \$8,390.43 in bankrupt utility accounts, and \$10,095.32 in uncollectible 2018 utility accounts, as presented to Council.

WHEREAS, the Farmville Town Council Work Session at its regular meeting, on February 1, 2023, reviewed the delinquent real estate taxes, liens and utility accounts; and

WHEREAS, authorization for the Finance Director to write-off \$209.41 in Real Estate Taxes including penalties and interest, \$30,248.64 in Liens, \$8,390.43 in bankrupt utility accounts and \$10,095.32 in uncollectible 2018 utility accounts, as presented to Council; and

WHEREAS, the combined total for the uncollectible Real Estate Taxes, Liens, Bankrupt Utility accounts and uncollectible 2018 Utility accounts are \$48,943.80; and

WHEREAS, it has been verified that the Real Estate Taxes and Utility Accounts are uncollectible.

BE IT RESOLVED BY THE COUNCIL OF THE TOWN OF FARMVILLE:

1. Authorization for the Finance Director to write-off \$209.41 in Real Estate Taxes including penalties and interest, \$30,248.64 in Liens, \$8,390.43 in bankrupt utility accounts, and \$10,095.32 in uncollectible 2018 utility accounts, as presented to Council.
2. That this Resolution shall be in full force and effect upon its approval.

Approved: _____
Mayor

Attest: _____
Clerk of Council

I certify that the above resolution was:

Adopted on _____.

Ayes: _____. Nays: _____. Absent: _____. Abstain: _____.

The Honorable A.D. "Chuckie" Reid: _____.

The Honorable Sallie O. Amos _____.

The Honorable Daniel E. Dwyer _____.

The Honorable Tommy Pairet _____.

The Honorable John F. Hardy _____.

The Honorable Donald L. Hunter _____.

The Honorable Adam Yoelin _____.

REQUEST ADOPTION OF RESOLUTION NO. 2023-02-03, CONDITIONAL USE PERMIT TO ALLOW ONE-STORY, 116 UNIT, SELF-STORAGE BUILDING

A Public Hearing was held on the proposed resolution earlier in the meeting. The Town Manager provided an update. The agenda item was deferred until an issue is resolved between two different property owners. There appears to be a deed restriction on one of the properties.

REQUEST APPROVAL OF THE PLANNING COMMISSION 2022 ANNUAL REPORT

Mr. Pairet made a motion, seconded by Mr. Hunter, to approve the Planning Commission 2022 Annual Report, and with all Council members voting “aye”, the motion passed.

BACKGROUND: Section 15.2-2221 of the Code of Virginia states: *A planning commission shall make recommendations and an annual report to the governing body concerning the operation of the commission and the status of planning within its jurisdiction.*

REQUEST APPROVAL OF THE FARMVILLE AREA BUS TRANSIT DEVELOPMENT PLAN

Mr. Pairet made a motion, seconded by Mr. Hunter, to approve the Farmville Area Bus Transit Development Plan, and with a recorded vote of Council members Yoelin, Dwyer, Hunter, Pairet, Reid, Amos and Hardy voting “yes”, the motion passed.

BACKGROUND: Town Manager provided a verbal report. The Department of Rail and Public Transportation requires an approved Transit Development Plan every six years. Some discussion was held on the possible installation of Automatic Vehicle Location (AVL) equipment for the bus system to allow tracking of the bus line schedules. Some estimated costs were reported by the Town Manager and an inquiry was made by Mr. Hunter about available grant funding. The Transit Manager will be asked to follow up on any grant opportunities. Mayor Vincent noted a previous conversation with the Town Manager about the possibility of utilizing electric buses in the future with significant costs reported.

REQUEST ADOPTION OF ORDINANCE NO. 219, AUTHORIZING PARTICIPATION IN THE VACO/VML VIRGINIA INVESTMENT POOL

Mrs. Amos made a motion, seconded by Mr. Hunter, to adopt Ordinance No. 219, Authorizing Participation in the VACO/VML Virginia Investment Pool, and with a recorded vote of Council members Pairet, Reid, Amos, Hardy, Yoelin, Dwyer and Hunter voting “yes”, the motion passed.

BACKGROUND: A verbal report was provided by the Town Manager. Council was provided an overview of the proposed ordinance at the February 1, 2023 Work Session. This ordinance would allow participation in the Virginia Investment Pool which offers another alternative for long-term and short-term investments.

Ordinance No. 219

**AN ORDINANCE TO AUTHORIZE PARTICIPATION BY THE TOWN OF FARMVILLE,
VIRGINIA IN THE VACO/VML VIRGINIA INVESTMENT POOL FOR THE PURPOSE OF
INVESTING IN ACCORDANCE WITH SECTION
2.2-4501 *et seq.* AND 15.2-1300 OF THE VIRGINIA CODE.**

WHEREAS, Va. Code § 15.2-1500 provides, in part, that every locality shall provide for all the governmental functions of the locality, including without limitation, the organization of all departments, offices, boards, commissions and agencies of government, and the organizational structure thereof, which are necessary to carry out the functions of government; and

WHEREAS, the Investment of Public Funds Act (Va. Code §§ 2.2-4500 through 2.2-4519) lists the eligible categories of securities and investments in which municipal corporations, other political subdivisions and other public bodies are authorized to invest funds belonging to them or within their control; and

WHEREAS, Section 15.2-1300 of the Virginia Code provides that any power, privilege or authority exercised or capable of exercise by any political subdivision of the Commonwealth of Virginia may be exercised and enjoyed jointly with any other political subdivision having a similar power, privilege or authority pursuant to agreements with one another for joint action in accordance with the provisions of that Code section; and

WHEREAS, the City of Chesapeake, Virginia and the City of Roanoke, Virginia have jointly established and are participating in the Virginia Investment Pool Trust Fund (the "Trust Fund"), also known as the "VACO/VML Virginia Investment Pool," and have provided in their

trust agreement for participation by other eligible governmental entities that execute a trust joinder agreement; and

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WHEREAS, it appearing to the Town Council of the Town of Farmville that it is in the best interests of the Town of Farmville to become a Participating Political Subdivision in the Trust Fund;and

WHEREAS, the chief investment officer of the Town of Farmville, has the authority and responsibility under Virginia law to determine the manner in which public funds other than sinking funds under his/her control will be invested;

NOW, THEREFORE THE TOWN COUNCIL OF THE TOWN OF FARMVILLE HEREBY ORDAINS:

§ 1 That, pursuant to Sections 2.2-4501 *et seq.* and 15.2-1300 of the Virginia Code, the Town Council of the Town of Farmville hereby establishes a trust for the purpose of investing funds, other than sinking funds, determined to derive the most benefit from this investment strategy, in investments authorized under the Investment of Public Funds Act, jointly with other participating political subdivisions and public bodies in the Trust Fund. A copy of the Virginia Investment Pool Trust Fund Agreement (the "Trust Fund Agreement") is attached and incorporated in this ordinance as Exhibit A.

§ 2 That the Town of Farmville agrees to become a "Participating Political Subdivision" in the Trust Fund, as further defined in the Agreement.

§ 3 That the Town Council of the Town of Farmville does hereby designate the chief investment officer of the Town of Farmville to serve as the trustee of the Town of

Farmville with respect to the Trust Fund, and to determine what funds under his/her control shall be invested in the Trust Fund.

§ 4 That the Town Council of the Town of Farmville hereby authorizes the chief investment officer to execute and deliver the Trust Joinder Agreement for Participating Political

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Subdivisions under the Virginia Investment Pool Trust Fund ("Trust Joinder Agreement"), a copy of which is attached and incorporated in this ordinance as Exhibit B.

§5 This ordinance shall become effective upon its adoption.

Exhibits: Trust Fund Agreement ("Exhibit A")
Trust Joinder Agreement ("Exhibit B")

REQUEST APPROVAL FOR THE TOWN MANAGER TO SIGN A LETTER OF INTENT WITH ABM BUILDING SOLUTIONS, LLC.

Mr. Hunter made a motion, seconded by Mr. Hardy, authorizing the Town Manager to sign a letter of intent with ABM Building Solutions, LLC., and with a recorded vote of Council members Hardy, Yoelin, Dwyer, Hunter, Pairet, Reid and Amos voting “yes”, the motion passed.

BACKGROUND: Chrissy Sherriff and Whit Blake of ABM Building Solutions, LLC. provided a presentation at the January 11, 2023 Regular Council meeting from a preliminary study completed in fall 2022. A proposal for an in-depth analysis was described at the February 1, 2023 Work Session offering more insight into ABM’s infrastructure improvement program.

REQUEST APPROVAL OF AN AMENDMENT TO THE TOWN OF FARMVILLE PROCEDURES FOR PURCHASING AND PROCUREMENT MANUAL

Mr. Pairet made a motion, seconded by Mr. Reid, approving an amendment to the Town of Farmville Purchasing and Procurement Manual, and with a recorded vote of Council members Amos, Hardy, Yoelin, Dwyer, Hunter, Pairet and Reid voting “yes”, the motion passed.

BACKGROUND: A verbal report was provided by the Town Manager. Finance Director Julie Moore provided an overview of the proposed policy amendment at the February 1, 2023 Work Session. After making inquiries from other localities on threshold amounts, an increase in the town’s procurement thresholds is being proposed.

STAFF REPORTS

Town Manager acknowledged Community Development Director Lee Pambid’s attendance of his last Farmville Town Council meeting as he has accepted a position as Deputy County Administrator for Accomack County, VA.

COMMENTS BY THE MAYOR AND MEMBERS OF TOWN COUNCIL

Mayor recognized Public Works Director Robin Atkins and the department for all their efforts of pipe repair during the recent freezing temperatures.

Mr. Pairet made a motion to adjourn, seconded by Mr. Hunter, and with all Council members stating “aye”, the meeting adjourned at 7:29 PM.

APPROVED:

ATTEST:

Brian R. Vincent, Mayor

Mary H. McKay, Clerk of Council