

REGULAR WORK SESSION OF THE FARMVILLE TOWN COUNCIL
HELD ON MARCH 1, 2023

At the regular work session of the Farmville Town Council held on Wednesday, March 1, 2023, at 6:00 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, J.F. Hardy and A.B. Yoelin.

Staff present were Town Manager C. Scott Davis, Finance Director Julie Moore, Chief of Police Andy Ellington, Interim Director of Community Development and IT Support Ashley Atkins-Austin, Fire Chief Daniel Clark, Deputy Clerk Jacqueline Vaughan and Clerk Mary McKay.

Mayor Vincent called the meeting to order.

The Clerk called the roll, noting Council member S.O. Amos as absent.

Mayor noted an additional agenda item and asked Chief of Police Andy Ellington to provide an update on the recipient of the Farmville Police Department's 2022 Officer of the Year. Chief Ellington introduced Corporal Rachel Herndon and offered congratulations after providing a review of her accomplishments. Mayor Vincent thanked Corporal Herndon for her work.

MONTHLY FINANCIAL REPORT

Finance Director Julie Moore provided an overview of the financial report. The total revenue is approximately 58% of the budget (excluding bond payments and the medical compensation account). Descriptions of exchange and non-exchange transactions were provided. There is an overall increase in total revenue compared to the prior year due to the sale of the Farmville Golf Course and grant funding being received for the Farmville Municipal Airport.

Ms. Moore reported a decrease in total expenses through January with some increases and decreases noted compared to the prior year. In the General Fund, there is an increase in Public Safety expenses due to the dispatch radios purchase and the prepayment of the Fire Truck. In Public Works, expenses are up due to an increase in capital asset purchases. Water Fund expenses have decreased due to not making a transfer of funds compared to last year. The Sewer Fund is almost a net zero compared to last year due to paying \$133,000 for sludge removal. There is an increase in Airport expenses due to spending the grant funding received for an ongoing project. Ms. Moore reported the business licenses were due on February 28, 2023, with 64% of the licenses

collected compared to 52% last year. The Finance Office will begin making calls requesting payments be submitted.

DISCUSSION: PRINCE EDWARD VOLUNTEER RESCUE SQUAD FUNDING FOR CURRENT AND FUTURE FISCAL YEARS

Town Manager provided a review of the rescue squad's funding from the town. As agreed, the town paid \$30,000 to the rescue squad for three years. It was reported that last fiscal year, a total of \$74,826 was invested in the rescue squad (\$30,000 installment for the Executive Director position, \$22,316 in fuel, and \$22,510 on vehicle maintenance). This fiscal year \$15,000 was budgeted as the goal was for the squad to be more financially stable when hiring an Executive Director. However, a \$30,000 bill has been received and the Town Manager advised unless Council commits funds from contingency, the budgeted amount of \$15,000 will be paid. No funding is budgeted for the next fiscal year, and it was suggested maintenance be continued up to \$20,000 and continue to provide the squad's diesel fuel. The Town Manager reported for this fiscal year, as of mid-February with \$15,000 budgeted, \$16,584 has been spent on fuel and \$6,747 on vehicle maintenance. The town also provides grass cutting and maintenance around the rescue squad building. A total of \$38,331 has been invested in the rescue squad so far, this fiscal year.

Council member Hunter inquired of the basis for the rescue squad's billing increase with the Town Manager noting only that the \$30,000 billing was received for the position.

Council member Pairet mentioned the town's contributions as far as labor, fuel and time exceeded the \$30,000 and what was originally proposed.

Fire Chief Daniel Clark addressed the Council and reported last year the Farmville Fire Department was dispatched to 648 EMS calls within the town limits, responding to 438. Due to the unavailability of members to respond, and not all their members are EMS providers, there were 210 calls when the fire department did not respond. The department also sometimes provides drivers for the rescue squad when their staffing is low.

Mayor noted the town will continue to show good faith and help the rescue squad with those other benefits.

Council member Hardy made an inquiry about billing for the EMS services provided by the fire department with the Town Manager advising the services are for transport only.

The Town Manager added Farmville Downtown Partnership (FDP) asked for \$60,000 last year and with Council's goal of reducing their funding as well, \$30,000 was placed in the budget for the current year. Council did authorize an additional \$15,000 to be allocated from ARPA

funding for a total of \$45,000 to be provided. For this upcoming year, the Town Manager recommended allocating FDP's requested \$60,000 funding as they are showing having a plan together, having already received a grant opportunity for a study to look at some of the buildings downtown that need work. The funding could be reevaluated again the following fiscal year. Council was provided with FDP's work plan at the February 8, 2023 Regular Council meeting.

Town Manager asked for feedback from Council on continuing to provide fuel and maintenance to the Prince Edward Volunteer Rescue Squad with no additional funding and allocating the requested \$60,000 for the Farmville Downtown Partnership. No further comments were received, and the Town Manager noted even though items are provided for in the budget, Council can decide when the budget is received whether to approve.

DISCUSSION: AMERICAN RESCUE PLAN ACT (ARPA) FUNDS

From a discussion held at the recent Town Council retreat, the Town Manager provided an update of the ARPA funds already expended including projects with committed ARPA funding:

- Three employee incentives, two in 2021, and one in 2022
- Water and Wastewater Treatment Plant items and activities
- Crash Barrier required for the Public Works Department
- New playground equipment beside the Barbara Rose Johns Library
- Splash pad at Wilck's Lake

From the total \$8,140,356 million received, the remaining balance is \$2,574,286.08, which Council intends to spend on studies for sidewalks, water and sewer lines, bike lanes and any amount remaining, to start implementing some of those plans. Town Manager reported approximately \$6 million of ARPA funding will be used on infrastructure improvements.

DISCUSSION: PAVING BIDS

The Town Manager provided a report on the upcoming paving project with a list of the proposed roadways being provided to Council members. Colony Construction was awarded this year's paving contract at a price of \$927,777, which will begin spring 2023. Included in the budget will be the paving plan for the next five years.

Mr. Reid inquired how the streets to be paved were selected with the Town Manager advising the selection was based on the condition of the roadways, staying within a compacted area when the paving is done, and how many years since the last paving.

Mr. Hunter noted that in the past certain streets were paved and others neglected, then the town proceeded with having at least one street within a ward being paved. A clearer picture of the paving schedule will be seen once the five-year paving plan is received with the budget.

The Town Manager responded to Mr. Reid's request concerning how the street selection is made, noting the Public Works department determines the schedule. Some upcoming areas to be paved were reviewed.

DISCUSSION: PROPOSED ORDINANCE NO. 220-AMENDING SECTION 29-23(A) OF THE FLOODPLAIN OVERLAY DISTRICT

Interim Community Development Director Ashley Atkins-Austin provided an overview of why the floodplain ordinance is being updated. After a preliminary flood insurance study (FIS), the Federal Emergency Management Agency (FEMA) found no significant changes had been made to the flood hazard data on the preliminary copies of the flood insurance rate maps (FIRM) for Prince Edward County. Ms. Austin reported the adoption of compliant floodplain management measures will provide protection for the Town of Farmville and will assure its participation in the National Flood Insurance Program (NFIP). The town has until April 19, 2023, to adopt and submit to the FEMA regional office a floodplain management ordinance that meets or exceeds the minimum NFIP requirements. After an on-site visit and several virtual follow-ups with staff from the Department of Conservation and Recreation (DCR), the ordinance was reviewed for NFIP compliance. Noted were some items needed to bring into compliance or adopt new terms and definitions:

- Add LOMA (Letter of Map Amendment)
- Add a definition of accessory which is required to be 600 sq. ft. within the special flood hazard area
- Add enabling authority language from the state law
- Revise effective dates
- Clarify certain phrases
- Designate a Flood Plain Administrator
- Clarify encroachments within the ordinance
- Freeboard – DCR recommended 1-1/2 feet

Ms. Austin advised the current ordinance specifies one foot of freeboard however two feet will be proposed. She noted if the town does not adopt the ordinance, it could cause an increase in flood

insurance premiums for residents and business owners. The town also may incur NFIP sanctions, probation and/or suspension from the program.

Mayor Vincent inquired of the impact to local businesses in the floodplain area if any changes are made to structures. Ms. Austin mentioned there is no difference from the previous ordinance but there is a proposed increase to the freeboard. If any changes are made to a current structure that go above 50% of assessed market value, there will be a requirement of two feet of freeboard.

DISCUSSION: FY2023-2024 LOCAL CHOICE HEALTH INSURANCE RATES

Town Manager reported the health insurance rates will not be changing for the upcoming year. Council will be asked at the March 8, 2023 Regular Council meeting to approve continuing with Anthem Local Choice. In the proposed budget, the employee rates and the employer share will remain the same as in the current year's budget.

COMMENTS BY THE TOWN MANAGER AND STAFF

Town Manager reported on a third community input session for the Planned Unit Development topic. The third event will be held on Tuesday, March 28, 2023, 6:00 PM at the Moton Museum.

OTHER MATTERS THAT MAY COME BEFORE THE COUNCIL

No other comments were offered.

There being no other business and on a motion by Mr. Hunter, seconded by Mr. Pairt, with all in favor stating "aye", the meeting adjourned at 6:42 PM.

APPROVED:

ATTEST:

Brian R. Vincent, Mayor

Mary H. McKay, Clerk of Council