

REGULAR WORK SESSION OF THE FARMVILLE TOWN COUNCIL
HELD ON JUNE 7, 2023

At the regular work session of the Farmville Town Council held on Wednesday, June 7, 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 Brian Vincent, presiding, and Council members Sallie Amos, A.D. “Chuckie” Reid, Dan Dwyer, Tommy Pairet, Donald Hunter, and John Hardy.

Staff present were Town Manager C. Scott Davis, Chief of Police Andy Ellington, Town Attorney Gary Elder, Finance Director Julie Moore, Interim Community Development Director and IT Support Ashley Atkins-Austin, and Clerk of Council Mary McKay.

Mayor Vincent called the meeting to order.

The Clerk called the roll, noting Council member Adam Yoelin as absent.

MONTHLY FINANCIAL REPORT

Finance Director Julie Moore reported the budget to actual being about 75% and on track for April 2023. Explanations of any changes in the reports are stated on the back of the monthly charts with no major changes being noted by Ms. Moore. Funds from the town’s main account have been placed in a sweep account and invested by Benchmark Community Bank with an approximate interest rate of four percent being earned from those funds. With the sweep account, Virginia Investment Pool (VIP) and Local Government Investment Pool (LGIP) accounts, the town earned an approximate \$70,000 in interest for May 2023.

DISCUSSION: PROPOSED FARMVILLE TOWN COUNCIL RULES OF PROCEDURE

Town Manager reported the draft rules of procedure are being provided as he was tasked to assemble a document for Council’s review by June 2023, as noted in the 2023 Work Plan from the Council Retreat. The draft procedures include general decorum and rules of debate. Mr. Pairet commented that the current process seems to have worked well but he has no problems with the new procedures. Mayor Vincent noted the Council has not typically adhered to any parliamentary rules or procedures as it has been left at the presider’s discretion. The draft rules are being proactively brought forward as general guidelines to use for whoever sits on Council, to assist in how to effectively conduct Council meetings and are subject to change. Clarification was made for Section 1.B.2. “...In order for any ordinance or resolution to be acted upon at any regular meeting, a copy must be so furnished by the Clerk; or it must be placed on the agenda by not less

than two-thirds of all the members of Council in the case of an emergency ordinance, or by the unanimous consent of all members of Council in the case of other ordinances and resolutions.”

Mr. Dwyer noted the new procedures not only provide rules for Council members but also states the format for the public to address the Council. The three-minute public comment period and two-minute rebuttal process was discussed for clarification.

Mayor Vincent also noted from serving on the board of the Department of Wildlife Resources, a five-minute public comment period can be provided for those who represent an organization to collect all similar comments into one comment period. A brief discussion was held with the Town Manager mentioning the three-minute timeframe was noted in the proposed procedures as it is the current practice for receiving public comment.

DISCUSSION: PROPOSED RESOLUTION NO. 2023-06-01 – TO ALLOW FOR AN ACCESSORY DWELLING UNIT AT 1204 SIXTH AVENUE

Interim Community Development Director Ashley Atkins-Austin provided a report for CUP23-002 which is located at 1204 Sixth Avenue.

- Request is to renovate an existing bedroom, study, and bath inside the home into an independent living space for a family member.
- Entry to the accessory dwelling unit will be on the right side of the home just behind the garage.
- Application appears to meet the standards of review for conditional use permit set forth in section 29-13 c.1. of the Town zoning code.
- Use is compatible with the Comprehensive Plan’s Land Use Goals and Strategies and the future land use map.
- Property is connected to Town water and sewer and will not require any additional connections.
- No significant impacts to the capacities of the utility or transportation systems.
- Site is a standard residential lot and is not located in a floodplain or other protected area.
- No impacted watercourses, steep slopes or other atypical environmental factors.
- Emissions should be standard for residential use.
- Planning Commission voted 7-0 to recommend approval of this Conditional Use Permit to Town Council with no conditions.

No questions were received from Council members.

DISCUSSION: PROPOSED RESOLUTION NO. 2023-06-02 – TO ALLOW FOR AN ACCESSORY DWELLING UNIT AT 801 MILNWOOD ROAD

Interim Community Development Director Ashley Atkins-Austin provided a report for CUP23-003 which is located at 801 Milnwood Road.

- Request is to convert a space inside the basement of the home into an independent living space for a family member.
- Entry will be from the rear of the house into the basement.
- Application appears to meet the standards of review for a conditional use permit set forth in Section 29-13 c.1. of the Town zoning code.
- Use is compatible with the Comprehensive Plan Land Use Goals and Strategies and the future land use map.
- Property is connected to town water and sewer and will not require any additional connections.
- No significant impacts to the capacities of the utility or transportation systems.
- Site is a standard residential lot and is not located in a flood plain or other protected area.
- No impacted watercourses, steep slopes or other atypical environmental factors.
- Emissions should be standard for residential use.
- Planning Commission voted 7-0 to recommend approval of this conditional use permit to Town Council with no conditions.

No questions were received from Council members.

DISCUSSION: PROPOSED ORDINANCE NO. 224 – RENAMING OF WATKINS STREET IN HONOR OF REV. JAMES SAMUEL WILLIAMS, JR. TO WILLIAMS WAY

Town Manager reported being contacted by Vice-Mayor Reid who had been contacted by family members of Reverend Williams. Mr. Reid had brought up for discussion for Council the contributions Rev. Williams has made to the community and the house Rev. Williams grew up in is still located on Watkins Street. It is being brought forward for Council's consideration the renaming of Watkins Street to Williams Way in honor of Reverend Samuel Williams.

Mr. Reid reported Reverend Williams is a civil rights community icon and Farmville historian who has been around 80 or more years. He previously served as pastor of First Baptist and Beulah AME Churches and is now serving as pastor at Levi Baptist Church. Reverend

Williams worked at Longwood University's multicultural program for eight years and is involved in several organizations. Mr. Reid reported the Reverend's family reached out and wanted to honor him with renaming Watkins Street. It was noted there are few houses on the street with three belonging to Reverend Williams.

Town Manager advised the request does not require a Public Hearing but was suggested to Mr. Reid so that the public is aware. It also is a good way of notifying residents who live on the street or own property of the street name change. The ordinance won't take effect for six months to allow contact with the United States Postal Service.

COMMENTS BY THE TOWN MANAGER AND STAFF

Town Manager advised he will be submitting a letter on behalf of the Town in support of Prince Edward County's permit for the Sandy River Reservoir. A resolution was approved previously; however, this letter will explain more of how this project could benefit the Town in the future. In addition to helping the County's permitting process, the reservoir could serve as another water source if the Town were to experience drought conditions.

A report will be provided at the July meeting by ABM Building Solutions, LLC on the preliminary findings of the town's buildings and water meters. Town staff met with representatives from Hurt & Proffitt recently to provide the available information on the town's water/sewer infrastructure and water and wastewater plants. The initial contract for Hurt & Proffitt was considered low but there will be additional costs due to data we cannot provide on some of the Town's infrastructure.

Mr. Pairet reported on a former town resident, Steve Tucker, who as a young man watched almost every pipe being laid in the town of Farmville. Town Manager advised that information would be helpful but the type of material the pipe is made of, and its age is the information needed. There is an anticipated completion date of the beginning of 2024.

OTHER MATTERS THAT MAY COME BEFORE THE COUNCIL

Mayor noted a few residents have reached out about the air quality from the Canadian wildfires that is causing hazy skies in the area. Residents who have asthma or respiratory issues were asked to be mindful of the air quality.

CLOSED SESSION

On a motion by Hardy, seconded by Hunter, and with Council members Amos, Reid, Dwyer, Pairet, Hunter and Hardy voting "yes", Council went into closed session under paragraph

A.6 of Section 2.2-3711 of the Code of Virginia, for the discussion or consideration of the investment of public funds where competition or bargaining is involved, where, if made public initially, the financial interest of the governmental unit would be adversely affected and **A.3 of Section 2.2-3711** for the discussion or consideration of the acquisition of real property for a public purpose, or of the disposition of publicly held real property, where discussion in an open meeting would adversely affect the bargaining position or negotiating strategy of the public body.

CERTIFICATION OF CLOSED MEETING

WHEREAS, the Farmville Town Council has convened a closed meeting on this date pursuant to an affirmative recorded vote and in accordance with the provisions of the Virginia Freedom of Information Act; and

WHEREAS, Section 2.2-3712 of the Code of Virginia requires a certification by the Farmville Town Council that such closed meeting was conducted in conformity with Virginia law;

NOW, THEREFORE, BE IT RESOLVED that the Farmville Town Council hereby certifies that, to the best of each member's knowledge, only public business matters lawfully exempted from open meeting requirements by Virginia law were discussed in the closed meeting to which this certification resolution applies, and only such public business matters as were identified in the motion convening the closed meeting were heard, discussed or considered by the Farmville Town Council.

VOTE: Six "yeses", No "noes"

MOTION: Hardy

SECOND: Hunter

YES: Reid, Dwyer, Pairet, Hunter, Hardy and Amos

NO: None

ABSENT DURING VOTE: Yoelin

ABSENT DURING MEETING: Yoelin

Clerk of Council

There being no other business and on a motion by Mr. Hunter, seconded by Mr. Pairet, with all in favor stating "aye", the meeting adjourned at 7:29 PM.

Farmville Town Council
Regular Work Session of June 7, 2023

APPROVED:

ATTEST:

Brian R. Vincent, Mayor

Mary H. McKay, Clerk of Council