



Town of Farmville

Town Council

September 13, 2023 at 7:00 PM
Council Chamber of the Town Hall
116 North Main Street, Farmville, VA

AGENDA

1. **Call to Order**
2. **Roll Call**
3. **Invocation**
4. **Pledge of Allegiance**
5. **Adoption of Agenda**
6. **Presentation of Proclamation**
 - a. Proclamation in Recognition of Brian Keith Henshaw, Sr.
7. **Presentation on the Mary E. Branch Heritage Center**
8. **Update from Prince Edward County Administrator Doug Stanley**
9. **Introduction of New Communications Staff**
10. **Declaration of Personal Interest**
11. **Public Hearing**
 - a. Public Hearing - Resolution No. 2023-09-01 River Walk Phase II Project
12. **Public Comment Period**
 - a. Public Comment Sign-up Sheet
13. **Consent Agenda**
 - a. Draft Minutes of the August 2, 2023 Work Session and August 9, 2023 Regular Council Meeting
14. **Finance Report**
 - a. August 2023 Finance Report
15. **New Business**
 - a. Request Adoption of Resolution No. 2023-09-01 River Walk Phase II Project
 - b. Request Adoption of Resolution No. 2023-09-02 VDOT Local Share Agreement
 - c. Request Adoption of Resolution No. 2023-09-03 Amending the FY 2023-2024 Classification and Compensation Plan
 - d. Request Adoption of Resolution No. 2023-09-04 VDEM Grant for Retention Pay for PSAP Employees
16. **Town Manager's Report**
17. **Comments by the Mayor and Town Council**

Brian R. Vincent
Mayor

Mary H. McKay
Clerk of Council



COUNCIL
A. D. "Chuckie" Reid
Adam B. Yoelin
Daniel E. Dwyer
Donald L. Hunter
John Hardy
Sallie O. Amos
Tommy Pairt

***PROCLAMATION
IN RECOGNITION OF
BRIAN KEITH HENSHAW, SR.***

WHEREAS, Keith Henshaw is being recognized for his 35 years of federal service to the Farmville community; and

WHEREAS, Mr. Henshaw's career began as a Part-time Flexible Distribution Clerk for the United States Postal Service on May 7, 1988, and then serving as a Full-time Regular Distribution Clerk for six years offloading/loading mail trucks and processing mail at the Farmville Post Office; and

WHEREAS, Mr. Henshaw filled in as Supervisor in Farmville for one year in a 204-B position, supervising the daily processing of mail for 40+ offices in the 239 area, overseeing the incoming and outgoing of mail trucks, maintaining schedules for truck arrival and departure and overseeing the mail processing; and

WHEREAS, from January 1, 2004, until his retirement on July 31, 2023, Keith Henshaw served the community as a Sales Services and Distribution Associate working in the Farmville Post Office; and

WHEREAS, while also serving in this position as Window Clerk, Mr. Henshaw served for a time as the Officer in Charge of the Red House, Virginia, and Buckingham, Virginia Post Offices, solely managing these two facilities; and

NOW, THEREFORE, BE IT RESOLVED, that I, Brian R. Vincent, join with the citizens of the Town of Farmville, in congratulating Brian Keith Henshaw, Sr. on his retirement from the United States Postal Service.

IN OFFICIAL RECOGNITION WHEREOF, I hereby affix my signature and the Town of Farmville seal on this 13th day of September, 2023.

Brian R. Vincent, Mayor

Brian R. Vincent
Mayor

Mary H. McKay
Clerk of Council



COUNCIL
A. D. "Chuckie" Reid
Adam B. Yoelin
Daniel E. Dwyer
Donald L. Hunter
John Hardy
Sallie O. Amos
Tommy Pairt

Town of Farmville
Town Council
PUBLIC HEARING NOTICE

The Farmville Town Council will hold a public hearing on Wednesday, September 13, 2023, at 7:00 PM in the Council Chamber, located on the second floor of the Town Hall, 116 North Main Street, Farmville Virginia to receive public comment on the following item:

- **Resolution No. 2023-09-01 – A resolution for the Council of the Town of Farmville, Virginia as an endorsement of Farmville River Walk Phase II Project.**

The Farmville Town Council will consider the request following the public hearing. Any person(s) wishing to comment on the above matter should plan to attend this meeting or submit written comments. If you do not feel comfortable attending the meeting, you can participate by contacting the Clerk of Council's office and ask to participate in the public hearing by phone. Once a person has formally made this request, they will be provided with a conference call number. Please send your requests to Mary McKay at mmckay@farmvilleva.com or by calling (434) 392-9465 by 5:00 PM on Wednesday, September 13, 2023.

Questions and comments related to the public hearing may be directed to the Department of Community Development, 116 North Main Street, PO Drawer 368, Farmville, Virginia, 23901 or by calling (434) 392-8465, between the hours of 8:00 AM and 5:00 PM, Monday through Friday.

It is the intent of the Town to comply with the Americans with Disabilities Act. Should you need special accommodation, please contact C. Scott Davis, LP.D., Town Manager, at (434)392-5686, prior to the meeting.



**PUBLIC HEARING COMMENTS
RESOLUTION NO. 2023-09-01
(River Walk Phase II Project)
September 13, 2023
Guests Sign Up Sheet**

<i>Name</i>	<i>Address</i>	<i>Topic</i>	<i>Via</i>



PUBLIC COMMENT PERIOD
(held after PUBLIC HEARINGS)
September 13, 2023
Guests Sign Up Sheet
(Please limit comments to three minutes)

<i>Name</i>	<i>Address</i>	<i>Topic</i>	<i>Via</i>



Town of Farmville

Agenda Item Summary

MEETING DATE: September 13, 2023

ITEM NUMBER: 13.a. – Draft Minutes of the August 2, 2023 Work Session and August 9, 2023 Regular Council Meeting

BACKGROUND:

RECOMMENDATION: Approve the Consent Agenda as presented.

FISCAL IMPACT:

ATTACHMENTS:

1. 2023-08-02 Work Session-DRAFT
2. 2023-08-09 Regular Council Meeting-DRAFT

REGULAR WORK SESSION OF THE FARMVILLE TOWN COUNCIL
HELD ON AUGUST 2, 2023

At the regular work session of the Farmville Town Council held on Wednesday, August 2, 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, Adam Yoelin, and John Hardy.

Staff present were Town Manager 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, Deputy Clerk Jacqueline Vaughan, and Clerk of Council Mary McKay.

Mayor Vincent called the meeting to order.

The Clerk called the roll, noting Donald Hunter as absent.

A moment of silence was offered for the families of Donald Hunter for the passing of his father, and for retired officer Richard Wallace, who gave 35 years of service to the Farmville Police Department.

ADOPTION OF AGENDA

A motion was made by Mr. Hardy to adopt the agenda, seconded by Mr. Dwyer, and with all in favor stating “aye”, the motion passed.

DECLARATION OF PERSONAL INTEREST

There were no declarations of personal interest made.

FINANCE REPORT

Finance Director Julie Moore reported on preliminary June reports provided to Council members. A final June report will be provided once the annual audit is completed. From the preliminary reports, Ms. Moore advised revenues were up from last year due to an airport grant being received and the sale of the golf course. Expenses were less than 100 percent, which meant the departments ensured there was no overspending during the year. There were no major changes with expenses compared to prior year except that the Finance Department purchased procurement and budgeting software which will help the town stay in compliance with state and federal laws concerning bonds, accounting and budgeting policies and procedures.

Town Manager Davis reported that the software package purchased in June will assist in obtaining an additional award for budgeting from the Government Finance Officers Association (GFOA).

DISCUSSION OF PARKING ENFORCEMENT CAMERAS

Chief of Police Andy Ellington provided a PowerPoint presentation on the SafetyStick technology proven to reduce illegal parking. Chief Ellington reported that parking violations are captured by photograph, reviewed by law enforcement and, if approved, violators receive a parking ticket in the mail. The vendor, MPS Intelligent Infrastructure, is paid forty percent (40%) of each ticket issued, with a minimum of \$140 per month required per device. Installation of the devices is at no cost to the town.

A brief discussion was held with several Council members asking questions. The Town Manager advised approval is needed for placement of the devices on any private property.

There was consensus for a resolution to be brought forward for Council's consideration at the August 9, 2023 Regular Council meeting.

DISCUSSION OF BIG SOUTH TOURNAMENT

Mr. Dwyer made a motion to agree to partner for \$50,000 with Longwood University in pursuit of the Big South Tournament, seconded by Mr. Hardy, and with a recorded vote of Council members Reid, Dwyer, Yoelin, Hardy and Amos voting "yes", and Pairet voting "no", the motion passed.

BACKGROUND: Mayor Vincent reported the Big South Basketball Tournament does not have a home this year. Longwood University is readying to open the Joan Perry Brock Center and will try to compete against some other universities to bid for the Big South Tournament being held at their new facility. Local support has been requested. The Town Manager and Finance Director were tasked with providing figures on full lodging for a week, with a conservative increase in food and beverage taxes being noted. A discussion was held with several Council members posing questions and providing comments.

TOWN MANAGER'S REPORT

No comments were offered.

COMMENTS BY THE MAYOR AND MEMBERS OF TOWN COUNCIL

Mr. Reid asked for Town Attorney Gary Elder to provide a status report on the Hill Street alley abandonment.

Mr. Elder provided an update and advised that the alley abandonment just needs to be recorded in the Clerk's office. Council approved the abandonment, the appeal period has now expired, and the alley abandonment will be put to record as soon as possible. A brief discussion was held.

Town Manager Davis advised a letter can be sent to each property owner of both alleys.

Mayor Vincent noted going forward, we will make it a practice to send out a letter to property owners when an alley has been abandoned.

The Mayor recognized a job well done for Town Manager Davis who recently received an International City/County Management Association (ICMA)-Credentialed Manager designation by his peers.

CLOSED SESSION:

On a motion by Mr. Yoelin, seconded by Mr. Pairet, and with Council members Dwyer, Pairet, Yoelin, Hardy, Amos, and Reid voting "yes", Council went into closed session under **A.1 of Section 2.2-3711** for the discussion of performance of the Town Manager, **Section 2.2-3711 A.3** 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, and **Section 2.2-3711 A.5** for the discussion concerning a prospective business or industry or the expansion of an existing business or industry where no previous announcement has been made of the business' or industry's interest in locating or expanding its facilities in the community.

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: Yoelin

SECOND: Pairet

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

NO: None

ABSENT DURING VOTE: Hunter

ABSENT DURING MEETING: Hunter

Clerk of Council

There being no other business and on a motion by Mr. Reid, seconded by Mr. Dwyer, with all in favor stating “aye”, the meeting adjourned at 7:09 PM.

APPROVED:

ATTEST:

Brian R. Vincent, Mayor

Mary H. McKay, Clerk of Council

REGULAR MEETING OF THE FARMVILLE TOWN COUNCIL
HELD ON AUGUST 9, 2023

At the regular meeting of the Farmville Town Council held on Wednesday, August 9, 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 Brian Vincent, presiding, and Council members A.D. “Chuckie” Reid, Dan Dwyer, Tommy Pairet, Adam Yoelin, 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, Fire Chief Daniel Clark, Deputy Clerk Jacqueline Vaughan, and Clerk of Council Mary McKay.

Mayor Vincent called the meeting to order, and all guests were welcomed.

The Clerk called the roll, noting Council Members Sallie Amos and Donald Hunter as absent.

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

ADOPTION OF AGENDA

A motion was made by Mr. Hardy to adopt the agenda as presented, seconded by Mr. Pairet, and with all in favor stating “aye”, the motion passed.

DECLARATION OF PERSONAL INTEREST

There were no declarations of personal interest made.

**PRESENTATION OF OLD DOMINION EMS ALLIANCE REGIONAL AWARD FOR
TELECOMMUNICATOR OF THE YEAR**

Executive Director for the Old Dominion EMS Alliance, Heidi Hooker, addressed Council and gave an overview of the organization providing the award that recognizes the efforts of individuals who provide emergency medical services. It was announced that Ethan Whaley was nominated by his peers and awarded the Old Dominion EMS Alliance Regional Award for outstanding EMS telecommunications.

Mayor Vincent thanked Ms. Hooker for her presentation and provided well done remarks to Mr. Whaley for his efforts.

INTRODUCTION OF FARMVILLE FIRE DEPARTMENT NEW FIREFIGHTER

Fire Chief Daniel Clark provided an introduction and welcomed Farmville's newest full-time firefighter, Antoine Evans. Mr. Evans received welcome comments from Mayor Vincent.

UPDATE FROM TOWN ATTORNEY REGARDING PLANNED UNIT DEVELOPMENT

Mayor Vincent referenced an email sent to Council and a published legal opinion regarding the proposed Planned Unit Development (PUD) ordinance.

Town Attorney Gary Elder reported on the published legal opinion that dealt with Council's consideration of a PUD ordinance and whether it was permissible if not specifically addressed in the Comprehensive Plan. A legal opinion was sought, and Mr. Elder provided an update from a memorandum received from Hefty Wiley and Gore, P.C. which suggested the Council could adopt the Planned Unit Development ordinance without addressing the Comprehensive Plan or Council could address the Comprehensive Plan and then pass the ordinance.

PUBLIC HEARING – RESOLUTION NO. 2023-07-01 – TO REZONE APPROXIMATELY 31 ACRES FROM R-1 TO R-2 – 300 BLOCK OF MERIWOOD FARM ROAD, OFFICIAL ZONING MAP AMENDMENT, COMPREHENSIVE PLAN AMENDMENT

Town of Farmville
Town Council
PUBLIC HEARING NOTICE

The Farmville Town Council will hold a public hearing on Wednesday, August 9, 2023, at 7:00 PM in the Council Chamber, located on the second floor of the Town Hall, 116 North Main Street, Farmville, Virginia to receive public comment on the following item:

- Resolution No. 2023-07-01 – to rezone approximately 31 acres from R-1 to R-2. The site is located on the 300 block of Meriwood Farm Road and consists of parcel numbers 0037000(OA)00-060B, 0037000(OA)00-061, and 0037000(OA)00-062.

Official Zoning Map Amendment

The Zoning Map is being updated to reflect the change resulting from the rezoning.

- Rezone tax parcel numbers 0037000(OA)00-060B, 0037000(OA)00-061, and 0037000(OA)00-062 from R-1 to R-2.

Comprehensive Plan Amendment

The Comprehensive Plan Amendment revises the Existing Land Use Map and the Future Land Use Map. The following is a description of the changes:

- **Existing Land Use Map amends tax parcels 0037000(OA)00-060B, 0037000(OA)00-061, and 0037000(OA)00-062 from Vacant/Undeveloped to Residential.**
- **Future Land Use Map amends tax parcels 0037000(OA)00-060B, 0037000(OA)00-061, and 0037000(OA)00-062 from Low Density Residential to Moderate Density Residential.**

The Farmville Town Council will consider the request following the public hearing. Any person(s) wishing to comment on the above matter should plan to attend this meeting or submit written comments. If you do not feel comfortable attending the meeting, you can participate by contacting the Clerk of Council's office and ask to participate in the public hearing by phone. Once a person has formally made this request, they will be provided with a conference call number. Please send your requests to Mary McKay at mmckay@farmvilleva.com or by calling (434) 392-9465 by 5:00 PM on Wednesday, August 9, 2023.

Questions and comments related to the public hearing may be directed to the Department of Community Development, 116 North Main Street, PO Drawer 368, Farmville, Virginia, 23901 or by calling (434) 392-8465, between the hours of 8:00 AM and 5:00 PM, Monday through Friday.

It is the intent of the Town to comply with the Americans with Disabilities Act. Should you need special accommodation, please contact C. Scott Davis, LP.D., Town Manager, at (434)392-5686, prior to the meeting.

David Davino, 105 Jesse's Way, was present to address the Council concerning the proposed rezoning from R-1 to R-2. He reported his concerns were that there were no specifics to the extent of the proposed construction to be done by Harper & Associates with the R-2 designation, the impact to the community from the development, and the potential for the loss of habitat from a higher concentration of buildings and homes. Mr. Davino also asked the Council to deny the designation from R-1 to R-2 at this point until more specifics are received.

Robert Dillman, 109 Jesse's Way, was present to voice his concern to the Council that the proposed development comes closest to his property. He and his wife are opposed to the rezoning because of the uncertainties that remain. They still have concerns about the traffic and housing density, what affordable housing really means, as well as the impact on sewer, water, and electrical services.

Mayor Vincent reported on a letter that was sent to the Council from Gerry and Linda Spates, Dr. Edward Gordon and Pam Gordon, stating their opposition to the project and the rezoning from R-1 to R-2.

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

PUBLIC COMMENT PERIOD

Beatriz Batres was present to provide comments about the Farmville Detention Center. An interpretation was provided by Flor Lopez, Arlington, VA. She spoke of the difficulty she experienced from the visits to see her husband in the detention center.

Electra Bolotas, Falls Church, VA, was present and spoke concerning the family members from Falls Church who are incarcerated in Farmville. Ms. Bolotas urged the Town of Farmville to cancel the contract on September 15, 2023, with the private prison company that runs Farmville Detention Center.

Amber Qureshi, Washington, D.C. was present and spoke on the IGSA contract. Ms. Qureshi reported she is an attorney with the National Immigration Project based in Washington DC. She provided a handout, *Anthology of Abuse: 13 Years at the Farmville Detention Center*.

Leanne Gale, Falls Church, VA, was present and provided comments on the Farmville Detention Center. Ms. Gale reported she is an attorney with the Legal Aid Justice Center (LAJC) based in Falls Church, Virginia, and a member of Free Them All Virginia Coalition. She spoke on behalf of her colleagues and in honor of the many clients they have served at the Farmville Detention Center and strongly urged the Farmville Town Council to terminate the intergovernmental service agreement with Immigration and Customs Enforcement.

Flor Lopez, Richmond, VA, was present, and provided comments on the Farmville Detention Center. Ms. Lopez reported she is an Immigrant Community Organizer with the Legal Aid Justice Center based in the Richmond, Virginia office.

Jesse Franzblau, Arlington, VA, called into the meeting to speak on the ICE-Farmville Detention Center topic. Due to audio difficulty, the written comments were sent by email from Mr. Franzblau, and provided to Council members.

Mayor Vincent noted he has toured the facility and referred to his previous interviews. Some remarks were made concerning the immigration system, and stated from his understanding, the facility would not shut down should the Council elect to separate itself from the ICA facility. He thanked everyone for their time and for coming to speak to Council in person.

Mayor Vincent closed the Public Comment period and returned to the regular order of business.

CONSENT AGENDA

On motion by Mr. Dwyer, seconded by Mr. Pairet, and with all Council members stating “aye”, the consent agenda was approved as presented. The consent agenda includes the draft minutes of the July 5, 2023 Work Session and the July 12, 2023 Regular Council Meeting.

FINANCE REPORT

On motion by Mr. Reid, seconded by Mr. Yoelin, and with all Council members stating “aye”, the finance report was approved as presented.

BACKGROUND: A report for July 2023 was provided by Finance Director Julie Moore. A total of \$17,456.83 was earned at the Virginia Investment Pool (VIP), making a total earned so far of \$61,545.15. There was a total earned for July of \$16,735.47 in the Sweep Accounts with Benchmark Community Bank, for a total earned so far of \$49,436.45. There was a total earned income of \$41,730.47 in July with the money placed with the Local Government Investment Pool (LGIP), for a total earned of \$381,251.04 since investing at LGIP one year ago. The total earned income for July 2023 was \$75,922.77. Ms. Moore also reported there was a \$927,777 drop in the Street Maintenance Fund cash due to the paving that was completed in June and paid out in July.

REQUEST ADOPTION OF RESOLUTION NO. 2023-07-01 – TO REZONE APPROXIMATELY 31 ACRES FROM R-1 TO R-2 – 300 BLOCK OF MERIWOOD FARM ROAD, OFFICIAL ZONING MAP AMENDMENT, COMPREHENSIVE PLAN AMENDMENT

Mr. Pairet made a motion to rezone the property from R-1 to R-2, then amended his motion to state adopt Resolution No. 2023-07-01 to rezone approximately 31 acres from R-1 to R-2, seconded by Mr. Dwyer, with a recorded vote of Council members Reid, Dwyer, Pairet, Yoelin voting “yes”, and Hardy voting “no”, the motion passed.

BACKGROUND: The Planning Commission met on June 21, 2023, and recommended approval to the Farmville Town Council on a vote of 6-1. A report was provided by Interim Community Development Director Ashley Atkins-Austin at the July 5, 2023 Work Session. A Public Hearing was held on July 12, 2023. A vote was postponed so that notices could be sent to the adjoining property owners. Will Allen from Harper & Associates provided information and answers to questions at the July 12, 2023 Regular Council meeting. A second Public Hearing was held on August 9, 2023.

Town Manager Davis provided an update on the proposed project since the July 12, 2023 Regular Council meeting. Harper & Associates voluntarily offered a proffer statement with five proffers listed as part of the rezoning request.

- (1) The definitions of single family detached, and townhomes will be used as defined in the current zoning ordinance.
- (2) The project shall not allow more than 140 units total.
- (3) The minimum lot size for townhomes shall be 1600 square feet.
- (4) The minimum yard setback shall be a front yard setback of 10 feet, measured from the right of way, a rear yard of 15 feet and a zero side yard.
- (5) The maximum building height of a townhome shall be 35 feet.

Included was a statement that:

The applicant/owner and their respective successors or assigns do hereby agree that the development of the property or properties will be in conformance of these proffers. These proffers are part of the zoning request. The conditions of these proffers are legally binding. Non-compliance with the proffers constitutes a zoning violation.

Mr. Pairet asked about the zero side yard in the request with the Town Manager clarifying there is usually nothing but a firewall between each townhome, and each is a separate parcel.

Mr. Dwyer noted his appreciation to Mr. Will Allen in presenting their proffer and asked would the town's water and sewer system accommodate the proposed development.

The Town Manager advised this information is not known until the developer is further in the process and a more complete study is done, and noted they would have to either enhance the system at their cost or it will be suitable with the current water and sewer system.

RESOLUTION NO. 2023-07-01

TO REZONE, AMEND THE COMPREHENSIVE PLAN, AND AMEND THE OFFICIAL ZONING MAP FOR PARCEL NUMBERS **0037000(0A)00-060B, 0037000(0A)00-061, and 0037000(0A)00-062**

WHEREAS, the owner of parcel numbers 0037000(0A)00-060B, 0037000(0A)00-061, and 0037000(0A)00-062 requests to rezone approximately 31 acres from R-1 to R-2 that is located on the 300 block of Meriwood Farm Road; and

WHEREAS, the Comprehensive Plan shall be amended to revise the existing land use map and the future land use map for these same parcel numbers; and

WHEREAS, the Official Zoning Map shall be amended to reflect the rezoning of these parcels from R-1 to R-2; and

WHEREAS, the Town of Farmville Planning Commission made a recommendation to the Farmville Town Council after holding a public hearing on June 21, 2023 to rezone parcel numbers 0037000(0A)00-060B, 0037000(0A)00-061, and 0037000(0A)00-062 from R-1 to R-2, amend the Comprehensive Plan to revise the existing land use map and the future land use map for these same parcels, and amend the Official Zoning Map to reflect the rezoning of these parcels from R-1 to R-2; and

WHEREAS, the Town of Farmville Town Council held a public hearing on this Resolution on August 9, 2023; and

NOW, THEREFORE, BE IT RESOLVED, by the Town Council of the Town of Farmville, parcel numbers 0037000(0A)00-060B, 0037000(0A)00-061, and 0037000(0A)00-062 shall be rezoned from R-1 to R-2, the Comprehensive Plan shall be amended to revise the existing land use map and the future land use map for these same parcel numbers, and the Official Zoning Map shall be amended to reflect the rezoning of these parcels from R-1 to R-2; and

BE IT FURTHER RESOLVED that this ordinance shall be effective upon passage.

Approved: _____
Mayor

Attest: _____
Clerk of Council

I certify that the above resolution was:

Adopted on its first reading 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 Adam Yoelin _____.

The Honorable Donald L. Hunter _____.

The Honorable John Hardy _____.

AUTHORIZE TOWN MANAGER TO SIGN DEED OF EASEMENT BETWEEN TOWN OF FARMVILLE AND LONGWOOD UNIVERSITY TO RUN FIBER TO NEW FACILITIES BUILDING

Mr. Pairet made a motion to authorize the Town Manager to sign a deed of easement on behalf of the Town for Fiber New Facilities Building, seconded by Mr. Hardy, and with a recorded vote of Council members Dwyer, Pairet, Yoelin, Hardy, and Reid voting “yes”, the motion passed unanimously.

BACKGROUND: Town Manager reported needing Council’s authorization to sign a deed of easement for Longwood University to carry fiber across two public streets in Farmville to get to the new facilities building which is currently under construction behind Midtown Square.

Mr. Pairet clarified with the Town Manager that the line will be underground.

DEED OF EASEMENT

This DEED OF EASEMENT ("Deed of Easement") is made and entered into this ____ day of _____, 2023, by and between the TOWN of FARMVILLE, a political subdivision of the Commonwealth of Virginia (the "Grantor") and THE VISITORS OF LONGWOOD UNIVERSITY, a body corporate and an institution of higher education of the Commonwealth of Virginia (the "Grantee").

WITNESSETH

That for the sum of Ten Dollars (\$10.00) and other valuable consideration, the receipt and sufficiency of which are hereby acknowledged, Grantor hereby grants unto Grantee, its successors and assigns, a perpetual, non-exclusive right and easement (the "Easement") to lay, erect, construct, operate, maintain, and repair a communication line or system, including without limitation the necessary cables, wire, pedestals, poles, fixtures, manholes and conduits thereof, and all equipment, accessories, and appurtenances necessary in connection therewith (collectively, the "Communications Facilities"), under, the roads situated in the Town of Farmville, Virginia, shown and identified as "Venable Street" and "South Main Street" (collectively, the "Roads") on that plat entitled "Exhibit A 30" Wide Communication Facilities Easement Survey for Commonwealth of Virginia, The Visitors of Longwood University across Venable Street and South Main Street (30" Wide Prescriptive Right of Way)", prepared by Maxey & Associates, P.C., dated May 23, 2023 (the "Plat"), with the areas subject to the Easement (the "Easement Areas") shown and designated as "Proposed 30" Wide Communication Facilities Easement" and "Proposed 30" Wide Communication Facilities Easement" on the Plat.

1. The Easement is subject to all existing easements, rights-of-way, covenants, encumbrances, and restrictions of record and is further subject to the following conditions:

- A. At no time shall Grantor charge Grantee for the use of the Roads or for the privilege of exercising the rights granted herein.
- B. Grantee shall have the right to lay, erect, construct, install, use, operate, inspect, maintain, repair, replace, rebuild, remove, improve, and make such other changes, alterations, additions to or extensions of the Communication Facilities within the Easement Areas as are consistent with the purposes expressed herein. The Communication Facilities constructed or placed within the Easement Areas shall remain the property of the Grantee.
- C. Grantee shall have the right to license, permit, or otherwise agree to the joint use or occupancy of the Communication Facilities by any other person, firm, or corporation for communication or electrification purposes,

and further, to license, permit, or otherwise agree to the joint use or occupancy of the easement by an affiliate of Grantee.

- D. If there are existing utilities within the Easement Areas that are owned by Grantor, Grantee shall construct and install any underground Communication Facilities below such existing utilities owned by Grantor. Any underground Communications Facilities must be sleeved in sch80 PVC pipe and be located at least 18" from such existing utilities owned by Grantor. There shall also be a location tape in the ditch and an aboveground marker depicting the type of line and direction of travel of said line.
- E. Grantee shall have the right of ingress to and egress from the Easement Areas over the Roads as may be necessary to exercise Grantee's rights herein. Following Grantee's exercise of such right of ingress and egress over the Roads, for the purposes contemplated herein, and upon completion of any activity contemplated herein by Grantee upon the Easement Areas, Grantee shall restore the portions of the Roads disturbed by Grantee and the Easement Areas as nearly to their original condition as practicable, including, but not limited to, backfilling of trenches, repaving, reseeding or resodding of lands, replacement of Grantor's property, removal of trash and debris, and removal of any of Grantee's equipment, accessories or appurtenances not consistent with the construction, maintenance or operation of the Communications Facilities or the exercise of any right expressed herein.
- F. Grantee shall have the right to alter or remove any structures or obstructions, natural or artificial, and to trim, cut and remove trees, shrubbery or other natural obstructions on, under or over the Easement Areas which Grantee deems interfere with or threaten the efficient and safe operation, construction or maintenance of the Communication Facilities.
- G. If Grantor at any time deems it necessary or advisable to relocate for Grantor's convenience any of the Communication Facilities, Grantee shall relocate such Communication Facilities to a place acceptable to Grantor, provided Grantor, for no additional consideration, shall grant unto Grantee such replacement easement as may be necessary to effect such relocation, subject to the same rights, privileges and conditions, as herein set forth, and Grantor shall reimburse Grantee the reasonable, direct costs of such relocation.
- H. Subject to the terms herein, the foregoing Easement shall be perpetual in nature, shall run with the land, and shall be binding upon the parties and their respective successors and permitted assignees.

2. The parties hereto acknowledge and agree that notwithstanding anything contained in this Deed of Easement to the contrary, so long as the Commonwealth of Virginia (the "Commonwealth") is a party hereto, the following provisions shall control over any conflicting provisions hereof:

- A. With respect to tort liability for acts or occurrences with respect to this Deed of Easement, including product liability, the Commonwealth is either constitutionally immune (or partially immune) from suit, judgment, or liability, insured, or covered by a financial plan of risk management that is in the nature of self-insurance, all as determined by applicable laws, government policies and practices.
- B. No equitable, quasi-contractual, or injunctive remedies, other than those specifically authorized by law, may be used or are effective against the Commonwealth.
- C. No liens may be placed against, or shall attach to, any property owned by the Commonwealth.
- D. This Deed of Easement shall be governed by, and construed according to, the laws of the Commonwealth, and any legal action against the Commonwealth shall be instituted and maintained only in the state courts of the Commonwealth.
- E. Grantor acknowledges that neither Grantee, nor the Commonwealth have agreed to provide any indemnification or save harmless agreements running to Grantor. No provision, covenant, or agreement contained in this Deed of Easement shall be deemed, in any manner, to be a waiver of the sovereign immunity of the Commonwealth, or any of its boards, agencies, or other political subdivisions, including Grantee, from tort or other liability.

3. Grantor represents that its rights to the Roads are pursuant to prescriptive easements and that Grantor has the authority to grant this Easement. Grantor shall cooperate with Grantee in securing consent of lien holders or partial releases/subordination of liens, if any, and the consents of any other parties that may be necessary to secure Grantee's rights hereunder. Grantor covenants and agrees for itself, its assigns and successors, that the consideration herein mentioned and shown above shall be in lieu of any and all claims to compensation and damages by reason of the location of the Easement Areas or the laying, erecting, constructing, installing, using, operating, inspecting, maintaining, repairing, replacing, rebuilding, removing, improving, or making such other changes, alterations, additions to or extensions of the Communications Facilities, and that Grantee shall have the right to enter upon and take possession of the Easement Areas upon acceptance of this Deed of Easement.

[Signature pages to follow]

WITNESS the following signatures and seals.

GRANTOR: TOWN OF FARMVILLE,
a political subdivision of the Commonwealth of Virginia

By: _____
Scott Davis,
Town Manager

COMMONWEALTH OF VIRGINIA
CITY/COUNTY OF _____, to-wit:

The foregoing Deed of Easement was acknowledged before me this ____ day of _____, 2023, by Scott Davis, acting in his capacity as Town Manager for the Town of Farmville, on behalf of the Town.

My commission expires: _____

Registration No. _____

Notary Public

Grantee:

THE VISITORS OF LONGWOOD UNIVERSITY,
a body corporate and an institution of higher education of
the Commonwealth of Virginia

By:

Matthew McGregor
Vice President for Administration and Finance

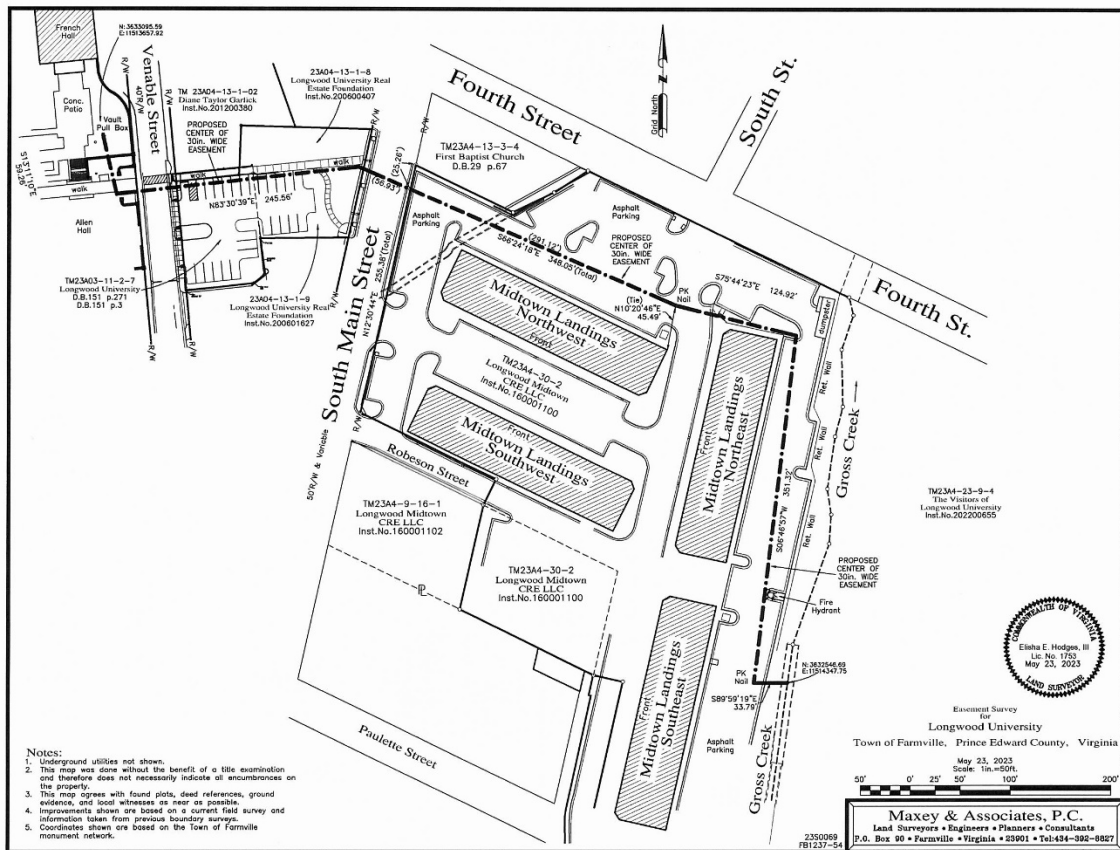
STATE OF _____
CITY/COUNTY OF _____, to-wit:

The foregoing Deed of Easement was acknowledged before me this ____ day of _____, 2023, by Matthew McGregor, acting in his capacity as Vice President for Administration and Finance of the Visitors of Longwood University, on behalf of the University.

My commission expires: _____

Registration No. _____

Notary Public



REQUEST ADOPTION OF RESOLUTION NO. 2023-08-01 APPROVAL OF SAFETYSTICK TECHNOLOGY FOR MONITORING AND ENFORCEMENT OF ILLEGAL PARKING AREAS

Mr. Hardy made a motion to adopt Resolution No. 2023-08-01 Approval of SafetyStick Technology for Monitoring and Enforcement of Illegal Parking Areas, seconded by Mr. Reid, and with a recorded vote of Council members Pairet, Yoelin, Hardy, Reid and Dwyer voting “yes”, the motion passed unanimously.

BACKGROUND: Chief of Police Andy Ellington provided a presentation on the SafetyStick technology at the August 2, 2023 Work Session. Chief Ellington reported that parking violations are captured by photograph, reviewed by law enforcement and, if approved, violators would receive a parking ticket in the mail. The vendor, MPS Intelligent Infrastructure, would be paid forty percent (40%) of each ticket issued, with a minimum of \$140 per month required per device. Installation of the devices would be at no cost to the town.

Resolution #2023-08-01

Approval of SafetyStick technology for monitoring and enforcement of illegal parking areas

WHEREAS, the Town of Farmville Police Department would like to partner with MPS Intelligent Infrastructure for installation of SafetyStick technology for monitoring and enforcement for areas marked no parking, loading zone, bus loading areas, fire lanes fire hydrant areas, and any other areas to reduce illegal parking; and

WHEREAS, MPS will install and maintain the SafetySticks by receiving 40% of the face value of the citation for all violations and as long as MPS profits \$140 per month per SafetyStick; and

WHEREAS, Town Council recognizes the need for enhanced monitoring and enforcement of illegal parking; NOW THEREFORE,

BE IT RESOLVED BY THE TOWN OF FARMVILLE TOWN COUNCIL:

1. The Town of Farmville Town Council approves the Farmville Police Department to partner with MPS Intelligent Infrastructure for monitoring and enforcement of illegal parking areas.
2. This resolution shall be in full force and effect upon 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 Hardy _____.

The Honorable Donald L. Hunter _____.

The Honorable Adam Yoelin _____.

**REQUEST ADOPTION OF RESOLUTION NO. 2023-08-02 APPROVAL OF ENTERPRISE
ZONE LOCAL ECONOMIC DEVELOPMENT INCENTIVE FOR ARCHITECTURAL
SERVICES REIMBURSEMENT**

Mr. Pairet made a motion to adopt Resolution No. 2023-08-02 Approval of Enterprise Zone Local Economic Development Incentive for Architectural Services Reimbursement, seconded by Mr. Dwyer, and with a recorded vote of Council members Yoelin, Hardy, Reid, Dwyer and Pairet voting “yes”, the motion passed unanimously.

BACKGROUND: Town Manager Davis reported incentives are offered through the Enterprise Zone Local Economic Development Incentive program which includes reimbursement for

architectural services in the historic downtown area. Caryn Kayton, owner of 216 North Main Street, has spent funds on an architectural study for the building at that location which meets the criteria for reimbursement through the program.

Resolution #2023-08-02

Approval of Enterprise Zone Local Economic Development Incentive for Architectural Services Reimbursement

WHEREAS, Caryn Kayton is the owner of 216 N. Main Street which is located within the Enterprise Zone; and

WHEREAS, the Town of Farmville allows for owners of property in the enterprise zone to request for certain local economic development incentives with one being architectural design fee reimbursement for historic district; and

WHEREAS, Caryn Kayton has submitted a request for architectural design fee reimbursement for 216 N. Main Street which is located in the historic district; and

WHEREAS, Town Council recognizes the investment of property owners enhances the economic vitality of the enterprise zone and specifically the main street corridor; NOW THEREFORE,

BE IT RESOLVED BY THE TOWN OF FARMVILLE TOWN COUNCIL:

3. The Town of Farmville Town Council approves architectural design fee reimbursement of \$2,100 to Caryn Kayton for architectural services rendered for 216 N. Main Street from the General Fund.
4. This resolution shall be in full force and effect upon 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 Hardy _____.

The Honorable Donald L. Hunter _____.

The Honorable Adam Yoelin _____.

TOWN MANAGER’S REPORT

Dr. Davis reported last month he and Interim Community Development Director Ashley Atkins-Austin met with Longwood University and Virginia Department of Transportation (VDOT) representatives in the vicinity of the proposed roundabout at High and Oak Streets, and Griffin Boulevard. Preliminary plans are complete. VDOT is tentatively scheduling a public hearing on this project in July 2024, and then tentatively advertising for contractors for the project in July 2026. It is hoped construction will begin October 2026. A discussion needs to be held at a work session on the usage of ARPA funding towards capital improvement in this area and for other water and sewer infrastructure within the town limits.

Town staff are still working with Hurt & Proffitt on obtaining internal information on the town’s water and sewer infrastructure. ARPA funding may be requested for the firm to do a more in-depth look into the underground infrastructure.

Another meeting was held with ABM representatives to narrow down the scope of the advanced metering infrastructure (AMI) water meters for price and functionality. Two different brands and technologies were determined with one having the ability to read by cellular technology and the other with connectors which require antennas to be placed in designated areas to remotely read. New parking meters are being explored that have an app that can be used to pay and/or have

a debit/credit card service on the meter and still allow coins for payment. At a minimum and possibly more depending on the cost for the app and usage of a card, there may be a need to change the rate for parking to \$1.00 per hour to have an available technology besides the usage of coins for payment. The usage of solar panels is being considered to alleviate the electric bill at the water and wastewater treatment plant.

An on-site meeting is scheduled next week to lay out the splash pad. It is hoped the project will begin September 2023. The Town Manager also provided an update on the playground on Andrews Drive. Work has begun on assembling the equipment that was donated from the local Methodist Church and should be completed in the next few weeks.

COMMENTS BY THE MAYOR AND TOWN COUNCIL

Mr. Dwyer provided comments on the quality of the phone-in technology being used for the meetings and asked about the possibility of checking into better technology to use. The Town Manager advised it is up to the council and mayor to decide whether to continue with phone call-ins as this was done because of the covid pandemic. In the past, in-person remarks were made at meetings. He noted other technology can be explored but he is unsure of the costs for new or additional equipment versus the amount of usage. Mr. Pairet suggested the Town Manager explore options for discussion at a Work Session.

Mr. Hardy remarked on his excitement to see the playground starting to go up on Andrews Drive and commented on the new heavy-duty trash cans placed at the basketball courts. Town Manager reported a grant was sought first but was not awarded so a purchase was made using town funds.

Mr. Yoelin thanked Public Works Director Robin Atkins for the excellent work done on Andrews Drive. He also thanked Mr. Davino and Mr. Dillman for their attendance and comments this month and last. Mr. Pairet and Mr. Dwyer also thanked both for their input.

Mr. Dwyer noted his appreciation for the timely installation of the playground equipment on Andrews Drive.

Mr. Reid provided likewise comments and asked about the donated tree located at the proposed roundabout. A brief discussion was held. Mr. Yoelin remarked that parts of the tree are to be grafted, with the Town Manager stating to his understanding, had already been done. Additional conversation was held on tree replacement and maintenance.

Mayor Vincent noted in Mrs. Amos' absence, congratulations for her appointment to the Governor-appointed position on the Advisory Committee on Juvenile Justice and Prevention.

A thank you was expressed to everyone who participated in the summer celebration recently held at Parkview Gardens. Also noted, the National Night Out event typically held in August has been moved to October 3rd, from 5:00 PM to 8:00 PM.

Mayor Vincent reported he was asked to serve on the Regional Economic Development Advisory Board for the Commonwealth Regional Council and recently attended a meeting with others from the area. He received information about employment in our region as well as employment prospects and remarked being honored to serve on the board representing our area. Updates will be provided on any new developments.

There being no other business and on a motion by Mr. Dwyer, seconded by Mr. Pairt, with all in favor stating "aye", the meeting adjourned at 8:18 PM.

APPROVED:

ATTEST:

Brian R. Vincent, Mayor

Mary H. McKay, Clerk of Council



Town of Farmville

Agenda Item Summary

MEETING DATE: September 13, 2023

ITEM NUMBER: 14.a. – August 2023 Finance Report

BACKGROUND:

RECOMMENDATION: Approve the Finance Report as presented.

FISCAL IMPACT:

ATTACHMENTS:

1. August Finance Report
2. Rescue Squad-Aug 2023
3. Rescue Squad-YTD-Aug 2023
4. Variable Revenue Chart-August 2023
5. Manual Checks for the month of August 2023

TOWN OF FARMVILLE
FINANCE REPORT OF CASH RECEIPTS AND DISBURSEMENTS
FOR THE MONTH OF AUGUST 2023

FUND NUMBER	FUND TITLE	BALANCE 08/01/2023	NET CHANGE	BALANCE 08/31/2023
<u>UNRESTRICTED FUNDS</u>				
10	GENERAL FUND	\$ 2,164,633.76	\$ (673,686.27)	\$ 1,490,947.49
15	ST MAINT FUND	348,070.16	(121,695.80)	226,374.36
40	WATER FUND	2,114,890.18	161,772.40	2,276,662.58
42	SEWER FUND	2,994,904.08	(46,780.49)	2,948,123.59
44	TRANSPORTATION FUND	1,129,275.30	(18,088.46)	1,111,186.84
45	AIRPORT FUND	<u>144,781.41</u>	<u>(50,039.73)</u>	<u>94,741.68</u>
TOTAL	UNRESTRICTED FUNDS	8,896,554.89	(748,518.35)	8,148,036.54
<u>RESTRICTED FUNDS</u>				
10	ARPA-COVID FUNDS	6,130,264.43	(81,442.00)	6,048,822.43
10	ENHANCED 911-WIRELESS	393,608.08	11,175.26	404,783.34
10	E911-RESERVE	133,017.24	16.95	133,034.19
10	SET ASIDE ACCOUNT	2,552,339.65	18,745.36	2,571,085.01
10	E-CITATION	23,139.50	918.26	24,057.76
10	MEDICAL COMPENSATION	280,740.94	840.66	281,581.60
61	PAULETTE FUND	165.38	-	165.38
70	NARCOTICS FUND	10,889.31	351.18	11,240.49
70	TASK FORCE	<u>2,146.85</u>	<u>0.27</u>	<u>2,147.12</u>
TOTAL	RESTRICTED FUNDS	9,526,311.38	(49,394.06)	9,476,917.32
TOTAL ALL FUNDS		\$ 18,422,866.27	\$ (797,912.41)	\$ 17,624,953.86

UNRESTRICTED FUNDS - ACCOUNTED FOR AS FOLLOWS:

PETTY CASH	\$ 2,500.00
VIP ACCT - GOLF SALE PROCEEDS	935,299.50
VIP ACCTS - UNRESTRICTED	2,041,792.42
LGIP ACCT - UNRESTRICTED	2,367,241.98
CHECKING ACCT-BENCHMARK-AIRPORT	275,851.92
CHECKING ACCOUNT-BENCHMARK-UNRESTRICTED	<u>2,525,350.72</u>
TOTAL UNRESTRICTED FUNDS	\$ 8,148,036.54

RESTRICTED FUNDS - ACCOUNTED FOR AS FOLLOWS:

INTEREST CHECKING-BENCHMARK-ARPA-COVID FUNDS	\$ -
LGIP ACCT - ARPA -COVID FUNDS	6,048,822.43
MONEY MARKET - BENCHMARK - 911 WIRELESS	98,514.49
VIP ACCT - WIRELESS	306,268.85
INTEREST CHECKING-BENCHMARK-E911 RESERVE	133,034.19
INTEREST CHECKING-BENCHMARK-SET ASIDE ACCOUNT	642,055.16
LGIP ACCT - SET ASIDE ACCOUNT	908,133.64
VIP ACCT - SET ASIDE ACCOUNT	1,020,896.21
INTEREST CHECKING-FARMERS BANK-E-CITATION ACCOUNT	24,057.76
INTEREST CHECKING-BENCHARK-MEDICAL COMPENSATION	281,581.60
PASSBOOK SAVINGS - BENCHMARK - PAULETTE TRUST FUND	165.38
INTEREST CHECKING-BENCHMARK - NARCOTICS FUND-STATE	11,240.49
INTEREST CHECKING-BENCHMARK-TASK FORCE	<u>2,147.12</u>
TOTAL RESTRICTED FUNDS	\$ 9,476,917.32

RESPECTFULLY SUBMITTED:

Julie A. Moore

Julie A. Moore, CPA, CFE, CGFM

AUGUST MONTHLY COST-RESCUE SQUAD

<u>DATE</u>	<u>VEHICLE</u>	<u>DESCRIPTION OF SERVICE</u>	<u>Man</u>	<u>LABOR</u>	<u>MATERIAL</u>	<u>EQUIPMENT</u>	<u>FUEL</u>
			<u>Hours</u>	<u>COST</u>	<u>COST</u>	<u>COST</u>	<u>COST</u>
1-Aug	Rescue 10	Check valve bad, ordered & installed, repaired wire on fan in rear, install & relocate vacume canister	6	\$142.43	\$51.51		
9-Aug	Building	Cut grass at Rescue Squad	8	\$128.79			
11-Aug	Rescue 13	Oil Change, new air & oil filters	3	\$78.43	\$281.89		
11-Aug	Medic 1	Oil Change, new oil filter, wiper blades, drag link parts	7	\$169.21	\$108.66		
15-Aug	Rescue 14	Replaced batteries	3	\$91.14	\$250.24		
15-Aug	Utility 3	State Inspection	3	\$79.75	\$20.00		
15-Aug	Rescue Trailer	State Inspection	3	\$79.75	\$20.00		
16-Aug	Rescue 4	State Inspection	3	\$119.93	\$20.00		
18-Aug	Rescue 11	State Inspection	2	\$52.29	\$20.00		
21-Aug	Medic 1	State Inspection/bulb	4	\$112.25	\$40.79		
31-Aug	Building	Cut grass at Rescue Squad	8	\$128.79			
		Cut grass at Rescue Squad				\$310.00	
		Fuel Cost					\$2,312.09
		Total Labor Cost		\$1,182.76			
		Total Material Cost		\$813.09			
		Total Equipment Cost		\$310.00			
		Fuel Cost		<u>\$2,312.09</u>			
		Total August		\$4,617.94			

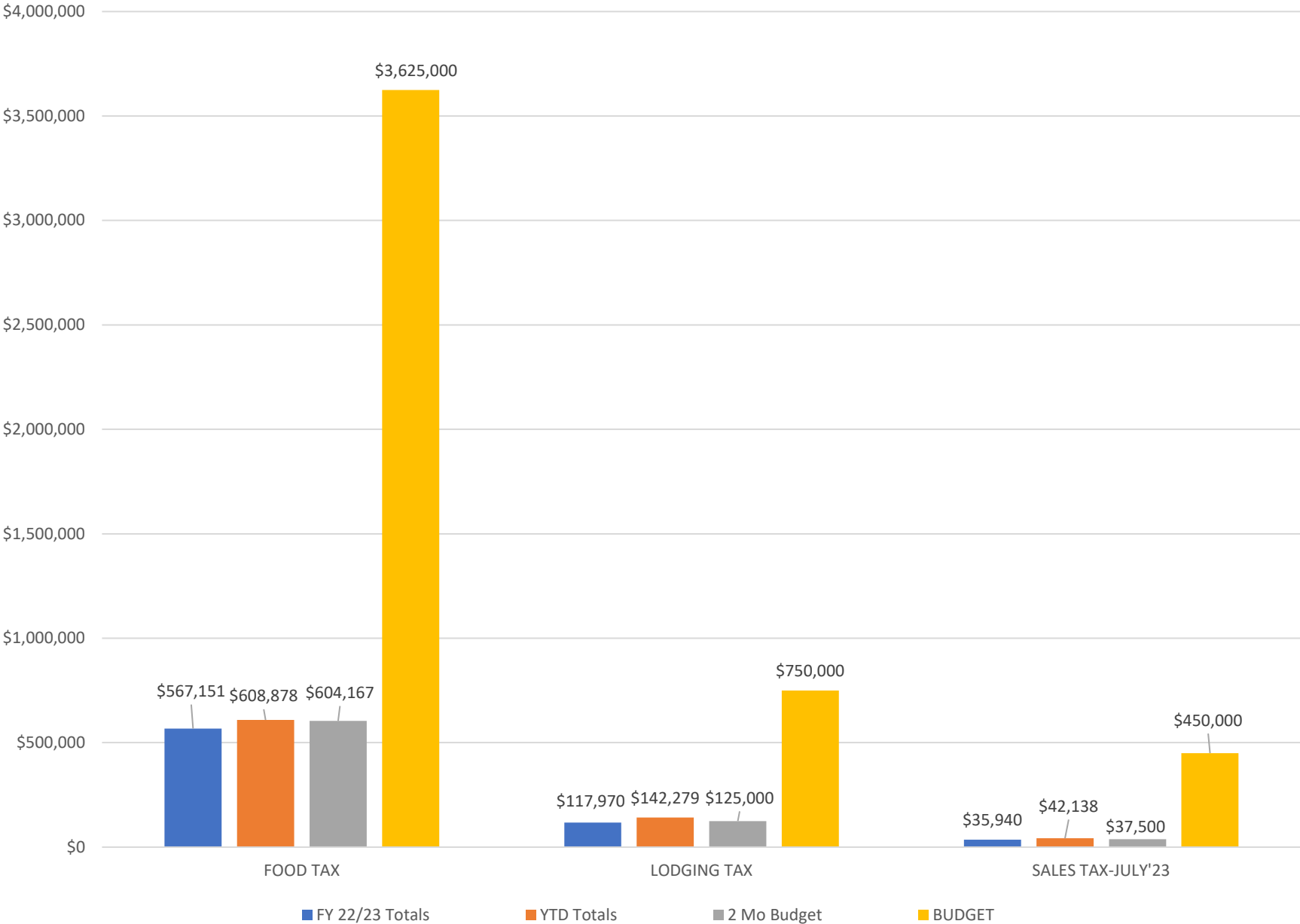
YTD Total \$13,098.05

Year-to-Date Costs - Rescue Squad
July - June 2024

2023-2024

	<u>July</u>	<u>August</u>	<u>Sept</u>	<u>Oct</u>	<u>Nov</u>	<u>Dec</u>	<u>Jan</u>	<u>Feb</u>	<u>March</u>	<u>April</u>	<u>May</u>	<u>June</u>	<u>Total</u>
Labor	1,130.09	1,182.76	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	\$2,312.85
Materials	5,011.77	813.09	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	\$5,824.86
Equipment	310.00	310.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	\$620.00
Fuel	<u>2,028.25</u>	<u>2,312.09</u>	0.00	0.00	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>\$4,340.34</u>
	\$8,480.11	\$4,617.94	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$13,098.05

Variable Revenue -
August 2023



Town of Farmville
Manual Checks for the Month of August
2023

9-1-23

<u>Checks-63361-63654</u>	<u># of Checks</u>	<u>Amount of Checks</u>
Checks	68	\$539,911.59
Direct Deposit	<u>212</u>	<u>\$821,760.66</u>
Total	280	\$1,361,672.25



Town of Farmville

Agenda Item Summary

MEETING DATE: September 13, 2023

ITEM NUMBER: 15.a. – Request Adoption of Resolution No. 2023-09-01 River Walk Phase II Project

BACKGROUND: The River Walk Phase II Project was discussed at the September 6, 2023 Work Session. A Public Hearing is scheduled for September 13, 2023.

RECOMMENDATION: Adopt Resolution No. 2023-09-01

FISCAL IMPACT:

ATTACHMENTS:

1. Resolution No. 2023-09-01 River Walk Phase II Project

RESOLUTION #2023-09-01

A RESOLUTION FOR THE COUNCIL OF THE TOWN OF FARMVILLE, VIRGINIA
AS AN ENDORSEMENT OF FARMVILLE RIVER WALK PHASE II PROJECT

WHEREAS, in accordance with the Commonwealth Transportation Board construction allocation procedures, it is necessary that a resolution be received from the sponsoring local jurisdiction or agency requesting the Virginia Department of Transportation (VDOT) to establish a project in the Town of Farmville.

NOW, THEREFORE, BE IT RESOLVED, that the Town of Farmville requests the Commonwealth Transportation Board to establish a project for the construction of the Farmville River Walk Phase II project.

BE IT FURTHER RESOLVED THAT: The Town of Farmville hereby agrees to provide its share of the total cost for preliminary engineering, right-of-way and construction of this project in accordance with the project financial documents subject to appropriation.

BE IT FURTHER RESOLVED THAT: The Town of Farmville hereby agrees to enter into a project administration agreement with VDOT and provide the necessary oversight to ensure the project is developed in accordance with all applicable federal, state and local requirements for design, right-of-way acquisition, and construction of the project.

BE IT FURTHER RESOLVED THAT: The Town of Farmville will be responsible for maintenance and operating costs of the facility as constructed unless other arrangements have been made with VDOT.

BE IT FURTHER RESOLVED THAT: If the Town of Farmville subsequently elects to cancel the project, the Town of Farmville hereby agrees to reimburse VDOT for the total amount of costs expended by VDOT through the date VDOT is notified of such cancellation. The Town of Farmville also agrees to repay any funds previously reimbursed that are later deemed ineligible by the Federal Highway Administration or VDOT.

BE IT FURTHER RESOLVED THAT: The Council of the Town of Farmville hereby grants authority for the Town Manager to apply for funds and execute project administration agreements, as well as other documents necessary for approved projects.

Adopted: September 13, 2023

Attest: _____
Clerk

Mayor

In my capacity as the duly appointed Clerk of the Town of Farmville, I hereby certify that Resolution #2023-09-01 which is hereto attached, was adopted at a duly called and constituted meeting of the Town of Farmville held at Town Hall Council Chamber, 116 North Main Street, Farmville, Virginia on September 13, 2023. Said meeting was called to order by _____ at 7:00 p.m. with the following members present who remained in attendance throughout and constituted a quorum:

_____	_____
_____	_____
_____	_____
_____	_____

The Council of the Town of Farmville, voted unanimously to adopt attached Resolution #2023-09-01.

Given under my hand this _____ day of September, 2023.

Clerk

NOTE: The following section is applicable when a scanned or photocopy version is made and submitted. Do not include if an original is submitted:

STATE OF VIRGINIA
TOWN OF FARMVILLE

Attested Photocopy:

On this _____ day of September, 2023, I, Mary McKay, attest that the preceding document is a true, exact, complete, and unaltered photocopy made by me of Resolution #2023-09-01.

Clerk



Town of Farmville

Agenda Item Summary

MEETING DATE: September 13, 2023

ITEM NUMBER: 15.b. – Request Adoption of Resolution No. 2023-09-02 VDOT Local Share Agreement

BACKGROUND: The Town Manager will provide a verbal report.

RECOMMENDATION: Adopt Resolution No. 2023-09-02

FISCAL IMPACT:

ATTACHMENTS:

1. Resolution 2023-09-02 VDOT Local Share Agreement

RESOLUTION NO. 2023-09-02

AFFIRMING COMMITMENT TO FUND THE LOCALITY SHARE OF PROJECTS UNDER
AGREEMENT WITH THE VIRGINIA DEPARTMENT OF TRANSPORTATION AND
PROVIDE SIGNATURE AUTHORITY

WHEREAS, the Town of Farmville is a recipient of Virginia Department of Transportation funds under various grant programs for transportation related projects; and

WHEREAS, the Virginia Department of Transportation requires each locality, by resolution, to provide assurance of its commitment to funding its local share; and

NOW, THEREFORE, BE IT RESOLVED, by the Town Council of the Town of Farmville hereby commits to fund its local share of preliminary engineering, right-of-way, and construction (as applicable) of the project(s) under agreement with the Virginia Department of Transportation in accordance with the project financial document(s); and

BE IT FURTHER RESOLVED that the Town Manager and/or his designee is authorized to execute all agreements and/or addendums for any approved projects with the Virginia Department of Transportation.

Approved: _____
Mayor

Attest: _____
Clerk of Council

I certify that the above resolution was:

Adopted on its first reading 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 Adam Yoelin	_____.
The Honorable Donald L. Hunter	_____.
The Honorable John Hardy	_____.



Town of Farmville

Agenda Item Summary

MEETING DATE: September 13, 2023

ITEM NUMBER: 15.c. – Request Adoption of Resolution No. 2023-09-03 Amending the FY 2023-2024 Classification and Compensation Plan

BACKGROUND: The proposed change to the FY 2023-2024 Classification and Compensation Plan was discussed at the September 6, 2023 Work Session. A Residential Code Inspector position would be added to the existing plan and would have residential permitting and local code enforcement duties.

RECOMMENDATION: Adopt Resolution No. 2023-09-03

FISCAL IMPACT:

ATTACHMENTS:

1. 2023-2024 ClassCompPlan Amended Resolution

Resolution #2023-09-03

Amending the Town of Farmville Classification and Compensation Plan for Fiscal Year 2023-2024

WHEREAS, the Town Council has considered an amendment to the Classification and Compensation Plan that provides for the addition of a Residential Code Inspector position in the Plan that was adopted under Resolution #2023-05-04; NOW THEREFORE,

BE IT RESOLVED BY THE TOWN OF FARMVILLE TOWN COUNCIL:

1. The Town of Farmville Classification and Compensation Plan for Fiscal Year 2023-2024 is hereby amended and approved.
2. This resolution shall be in full force and effect on September 13, 2023.

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 Pairat _____.

The Honorable John Hardy _____.

The Honorable Donald L. Hunter _____.

The Honorable Adam Yoelin _____.



Town of Farmville

Agenda Item Summary

MEETING DATE: September 13, 2023

ITEM NUMBER: 15.d. – Request Adoption of Resolution No. 2023-09-04 VDEM Grant for Retention Pay for PSAP Employees

BACKGROUND: A Public Safety Answering Point (PSAP) Staffing Recognition Grant opportunity was discussed at the September 6, 2023 Work Session. A report was provided by Chief of Police Andy Ellington and Communications Manager Crystal Barton on the proposed retention pay for PSAP employees. The Virginia Department of Emergency Management (VDEM) grant would provide for a one-time payment of \$2500 for each full-time dispatcher, and \$1250 for part-time PSAP staff. The town would be required to provide payment upfront to employees and then be reimbursed by VDEM. The only expense for the town would be an approximate cost of \$3700 in payroll taxes that could be covered in the current fiscal year approved budget.

RECOMMENDATION: Adopt Resolution No. 2023-09-04

FISCAL IMPACT:

ATTACHMENTS:

1. Resolution VDEM Grant PSAP Retention Pay

Resolution #2023-09-04

Authorization to Accept VDEM Grant for Retention Pay for PSAP Employees

WHEREAS, the Town of Farmville Emergency Communication Department applied for a grant through the Virginia Department of Emergency Management (VDEM) for a one time retention compensation for all PSAP employees; and

WHEREAS, the Commonwealth of Virginia recognizes the shortage in staffing in these positions and the critical service that these employees provide to communities; and

WHEREAS, the Town Council of the Town of Farmville recognizes the critical need of these positions; NOW THEREFORE,

BE IT RESOLVED BY THE TOWN OF FARMVILLE TOWN COUNCIL:

1. The Town of Farmville Town Council approves the Town Manager to sign for the grant if approved by VDEM.
2. The employees will be paid from existing Town funds and reimbursed by VDEM for the retention pay, in accordance with the grant.
3. This resolution shall be in full force and effect upon 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 Hardy _____.

The Honorable Donald L. Hunter _____.

The Honorable Adam Yoelin _____.