

REGULAR WORK SESSION OF THE FARMVILLE TOWN COUNCIL
HELD ON SEPTEMBER 6, 2023

At the regular work session of the Farmville Town Council held on Wednesday, September 6, 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 R. Vincent, presiding, and Council members Sallie Amos, A.D. “Chuckie” Reid, Daniel Dwyer, Tommy Pairet, Adam Yoelin, 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, Communications Manager Crystal Barton, Deputy Clerk Jacqueline Vaughan, and Clerk of Council Mary McKay.

Mayor Vincent called the meeting to order.

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

ADOPTION OF AGENDA

A motion was made by Mr. Hunter to adopt the agenda as presented, 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 the July 2023 reports and charts provided to Council members. The overall total revenue should be approximately 8% of what is budgeted at this point in the year. Several factors caused the total revenue to be below what is budgeted:

- The taxes and business licenses are collected at certain points during the year and not monthly whereas the budget is assuming 8% of taxes and business licenses were collected in July.
- Payments are received quarterly for the Street Maintenance fund, and the first payment will not be received until September 2023.
- The Water and Sewer fund is down due to ARPA revenue being budgeted for fiscal year 2024, but not yet recognized so far this year. ARPA revenue is recognized only when expenses have been incurred.

- The Airport fund is down from there being no reimbursement requests so far, this fiscal year.
- The General fund is slightly up due to monthly investment earnings.
- The Transportation fund is slightly more from renegotiating the contract with Longwood University for campus bus services and from the sale of a retired bus.
- The Water and Sewer funds are down compared to July 2022, due to less consumption of water and less sewer service used by residents.

Expenses are down compared to the 8% budgeted, due to the departments staying within their budgets. Expenses are down compared to the prior year due to not having golf course expenses and there was an approximate cost of \$600,000 for the dispatch radios purchase last July compared to this year.

Ms. Moore reported the interest income won't be as much after next month as \$2 million was moved from the Local Government Investment Pool (LGIP) to replenish the operating cash that was used to cover ARPA expense items such as the splash pad and the fire truck purchase. Also \$600,000 was moved from the VACO/VML Virginia Investment Pool (VIP) to make the debt payment for the upcoming month.

DISCUSSION OF AMENDING FY2023-2024 CLASSIFICATION AND COMPENSATION PLAN

The Town Manager spoke from previous discussions held on the sharing of Prince Edward County's Building Official on certain days and the town's need for local code enforcement. The county's Building Official could be used less if the town employed a Residential Code Inspector. Dr. Davis further explained that a lot of the town's permitting is residential in nature and at a different certification level than a Building Official. This full-time position would have residential permitting and local code enforcement duties and would help as Ashley Atkins-Austin is carrying out multiple duties due to the vacant Community Development Director position. The position would need to be classified in the Classification and Compensation Plan with a resolution brought forward for Council's consideration at the September 13, 2023 Regular Council Meeting to amend the existing plan adopted for fiscal year 2024. A brief discussion was held about the needed certifications for the position and the possibility of training the new staff member to become the commercial inspector.

OVERVIEW OF ORDINANCES FOR AUTOMOBILE GRAVEYARDS, AUTOMOBILE REPAIR SHOPS, AND ABANDONED VEHICLES

The Town Manager reported on automobile areas that may have improper vehicle storage, and the code currently in place. For discussion, Council members were asked what they like in the existing code and what ideas would they like for the Town Manager to examine further. A discussion was held on the amount of time damaged vehicles not being repaired are stored at automobile repair shops, and the usage of fences to block the visibility of the stored vehicles. Several Council members posed questions and provided comments. The Town Manager suggested to first address the issue of vehicles appearing to belong in an automobile graveyard and afterwards revisit the issue if there are any other changes for the repair shops. A brief discussion was held on inoperative vehicles in residential areas. The Council agreed to move forward with looking at those areas for designation as an automobile graveyard.

OVERVIEW OF ORDINANCE ON REFUSE CONTAINER

Since there had been some conversation on the topic previously, the Town Manager provided the ordinance on refuse containers for Council's review. Clarification was made that receptacles must be placed five feet behind the front plane of the house. Noting there is no penalty stated in the ordinance for non-compliance, the Town Manager asked if Council wants him to come back with a proposed procedure for residents who do not follow the code as prescribed. A discussion was held with input provided by several Council members. There was consensus to have the ordinance state that the trash receptacle shall be placed behind the front plane of the house, removing the five-foot stipulation, using a warning notification and subsequent fines for non-compliance.

DISCUSSION OF AN ORDINANCE FOR REVENUE SHARE FOR SOLAR ENERGY PROJECTS

The Town Manager reported that in order to receive any tax revenue from a solar energy project stemming from someone's business venture, a locality must have a revenue share ordinance in place. An example of Prince Edward County's code, Chapter 70 – TAXATION, Article IX. Revenue Share for Solar Energy Projects, was provided for review. The Council was asked whether there is an interest for solar projects to be considered in the town, and if so, a suggestion was made by the Town Manager for Council to amend the taxation ordinance to receive revenue from a project. The required conditional use permit and approval process was mentioned. A brief

discussion was held. There was consensus from Council for the Town Manager to move forward with the ordinance amendment.

RIVER WALK PHASE II PROJECT

The Town Manager provided an overview of the three-phase River Walk Project and a map review. The town already has committed to the first phase and has been awarded the project through the Transportation Alternatives Program with the Virginia Department of Transportation. Construction is anticipated to begin summer 2026. Phase Two is the next phase and the proposed resolution is to move forward with a grant application. A brief discussion was held.

A local share of 20% is required for funded projects. One of the transportation alternative program requirements is that a project provide tied corridors with trails and recreation.

A proposed resolution will be brought forward for Council's consideration at the September 13, 2023 Regular Council meeting.

PSAP STAFFING RECOGNITION GRANT

A Public Safety Answering Point (PSAP) Staffing Recognition Grant opportunity was discussed. 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.

The Town Manager clarified that the grant application had already been submitted due to the deadline, but it did not have to be accepted unless the Council is agreeable. A resolution will be brought forward for Council's consideration at the September 13, 2023 Regular Council Meeting.

TOWN MANAGER'S REPORT

No report was provided.

COMMENTS BY MAYOR AND TOWN COUNCIL

Mr. Hunter thanked everyone for their thoughts, cards, and calls in reference to the passing of his father last month.

**CLOSED SESSION – 2.2-3711(A)(1) DISCUSSION OF PERFORMANCE OF THE TOWN
MANAGER**

On motion by Mr. Hardy, seconded by Mr. Hunter, and with Council members Reid, Dwyer, Pairet, Yoelin, Hunter, Hardy, and Amos voting “yes”, Council went into closed session under **A.1 of Section 2.2-3711** for the discussion of performance of the Town Manager.

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: Seven “ayes”, No “noes”

MOTION: Hardy

SECOND: Hunter

AYES: Dwyer, Pairet, Yoelin, Hunter, Hardy, Amos, and Reid

NOES: None

ABSENT DURING VOTE: None

ABSENT DURING MEETING: None

Clerk of Council

INCREASE MADE TO TOWN MANAGER'S SALARY

Mr. Pairet made a motion, seconded by Mr. Hunter, to increase the Town Manager's salary effective October 1, 2023, to \$150,000, and with a recorded vote of Council members Pairet, Yoelin, Hunter, Hardy, Amos, Reid, and Dwyer voting "yes", the motion passed unanimously.

There being no other business and on a motion by Mr. Hunter, seconded by Mr. Reid, with all in favor stating "aye", the meeting adjourned at 7:40 PM.

APPROVED:

ATTEST:

Brian R. Vincent, Mayor

Mary H. McKay, Clerk of Council