

REGULAR WORK SESSION OF THE FARMVILLE TOWN COUNCIL
HELD ON OCTOBER 2, 2024

At the regular work session of the Farmville Town Council held on Wednesday, October 2, 2024, 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 A.D. “Chuckie” Reid, Daniel Dwyer, Tommy Pairet, Adam Yoelin, Donald Hunter, and John Hardy.

Staff present were Town Manager Scott Davis, Town Attorney Gary Elder, Finance Director Julie Moore, Community Development Director and IT Support Ashley Atkins-Austin, Police Officer Kelsea Snead, Deputy Clerk Jacqueline Vaughan, and Clerk of Council Mary McKay.

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

The Clerk called the roll, noting Council Member Sallie Amos was absent.

ADOPTION OF AGENDA

Mr. Reid made a motion to adopt the agenda, seconded by Mr. Hardy, 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 August 2024, charts and reports provided to Council members. The revenue to budget should be at 17%, two months into the new fiscal year, but is not because some of the larger revenues such as real estate taxes and business licenses are collected later in the year.

The revenue compared to previous year, is slightly below in two funds. In the General Fund, there are some taxes that aren’t received until a month or two behind. Those amounts are booked in the correct month like last year but will always lag until closer to the end of the year.

Expenses to budget are below the two-month budgeted amount which is considered positive.

Expenses to prior year are slightly above last year because there were some purchases made such as a service truck with a crane from the Sewer fund and the purchase of two buses from the Transportation fund.

DISCUSSION: PROPOSED ORDINANCE NO. 234 – AMENDING SECTION 29-35(B) OF ARTICLE IV OF CHAPTER 29 – FENCES

Town Manager Davis advised that a copy of proposed Ordinance No. 234 previously seen by the Council was provided as well as copies of ordinances from other localities as was requested. A discussion was held with input from Council members on what each would like to see in a fence ordinance. A suggestion was made to adopt a portion of the fence ordinance relating to safety and visibility and include a conditional use process where each request to place a fence would come before the Council for review and a decision made.

The Town Manager mentioned the required Conditional Use Permit (CUP) fee of \$500. Discussion continued and Town Manager Davis advised of the need to work with the Town Attorney to see if a conditional use permit is legal to request within the ordinance.

There was additional discussion on what each Council member wants to see in the ordinance. It was noted that there is not a quick turnaround with the Conditional Use Permit and the approval process was reviewed. Residents would wait two to three months to get a fence approved.

Town Attorney Gary Elder advised there is no difference in what part of the fence is tied to the CUP, it is the same regardless. The question is whether section (5) Fences a. and b. can be passed, and then have a Conditional Use Permit for some other section of the ordinance. The Town Manager asked if certain specifics can be stated in the ordinance and then also require a CUP for other items.

There was a consensus from the Council to find out from the Town Attorney if a Conditional Use Permit on height restrictions can be attached to the fence ordinance before being returned to the Planning Commission for review.

ORDINANCE NO. 237 – REPEALING CURRENT LANGUAGE OF CHAPTER 10 – EROSION AND SEDIMENT CONTROL AND ENACTING NEW LANGUAGE TO FULFILL UPDATE REGULATIONS FROM THE VIRGINIA EROSION AND SEDIMENT CONTROL PROGRAM

The Town Manager reported there have been some changes in the Virginia stormwater management and erosion and sediment control regulations. Previously there were two manuals which have changed to one combined manual and supply local governments with example ordinances. The Town provides its own erosion and sediment control, with Prince Edward County providing stormwater management, which will not change. The proposed ordinance on the updated regulations from the erosion and sediment control program was reviewed by staff before being sent to Town Attorney Gary Elder for review.

ZION SUBDIVISION PRELIMINARY PLAT/SITE PLAN REVIEW (LAYNE STREET)

Town Manager Davis advised that site plans are provided to the Council for review before being presented for approval consideration.

Community Development Director Ashley Atkins-Austin provided an overview of the proposed Zion Subdivision which contains 37 lots and located in a R-3 high density residential area. An example of what the homes will look like in the neighborhood also was provided.

Council member Yoelin asked about the sidewalk plan within the proposed subdivision. Additional discussion was held. The question was asked as to why there would be sidewalks on the inside area instead of on both sides of the street to serve the residents who would reside there.

Ms. Atkins-Austin advised that there is not a requirement for the sidewalk's location, just that the subdivision has a sidewalk.

The Town Manager asked that the topic be looked into further.

UPDATED FARMVILLE AREA BUS TITLE VI PLAN

Town Manager Davis reported that the Title VI plan is updated every three years for federal and state compliance as the Farmville Area Bus receives public transportation funding. Ms. Atkins-Austin was available to answer questions from the Council.

LETTER FROM BROWN, EDWARDS & COMPANY, L.L.P., CERTIFIED PUBLIC ACCOUNTANTS

Finance Director Julie Moore advised that Council members received in their meeting packets a planning letter from the auditors. This communication is a standard requirement sent before the audit begins. Council members were asked to reach out to the auditors with any questions or areas of concern using the contact information provided in the letter.

DISCUSSION: BATHROOM BUILD AT THE SPLASHPAD

Finance Director Julie Moore provided an update on the cost to build a bathroom at the splashpad park. Originally there was a plan to purchase a prefabricated bathroom with changing rooms. Staff was unable to locate a prefab construction option, so it was decided to go to an engineer and ask about drawing up plans. Some preliminary drawings were provided with potential costs for the build. The estimated cost to build a 930 square foot concrete bathroom is \$296,736, in addition to a \$36,000 engineering fee. An amount of \$150,000 was budgeted this year for the bathroom. Direction is needed from the Council on whether to move forward with what is being proposed or to look at other options.

The Town Manager mentioned the future plan for the area with the question if the facility will be used for a long period of time to place this investment. There is the need to increase the budget should the Council wish to move forward, using funds from contingency or from the set-aside account.

Council member Pairet asked about the possibility of town staff constructing the facility. Ms. Moore reported consulting with Public Works Director Robin Atkins and advised the Town does not have the manpower to provide for the construction. Discussion was held. After an inquiry from Council member Hunter, the Town Manager recommended using set-aside funds for the project. There was consensus from the Council for the proposed plan using set-aside funds to be brought forward for consideration.

TOWN MANAGER'S REPORT

Rock the Block event, Saturday, October 5, 2024, 5:00 PM-9:00 PM. All were asked to support the Farmville Downtown Partnership.

COMMENTS BY THE MAYOR AND TOWN COUNCIL

Council member Hunter asked for an update on the bus stop for Vernon Street, with the Town Manager advising he will follow up with the information.

Mayor Vincent provided an update from his recent schedule:

Attended the National Leadership Forum on Rural Development, Pittsburg, PA, where the story of Farmville was found to be a compelling story to tell in that environment with leaders from across the country.

There being no other business and on a motion by Mr. Hardy, seconded by Mr. Yoelin, with all in favor stating “aye”, the meeting adjourned at 7:05 PM.

Farmville Town Council
Regular Work Session of October 2, 2024

APPROVED:

ATTEST:

Brian R. Vincent, Mayor

Mary H. McKay, Clerk of Council