

REGULAR MEETING OF THE FARMVILLE TOWN COUNCIL
HELD ON NOVEMBER 6, 2024

At the regular meeting of the Farmville Town Council held on Wednesday, November 6, 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 Sallie Amos, A.D. “Chuckie” Reid, Dan Dwyer, Tommy Pairet, Adam Yoelin, Donald Hunter, and John Hardy.

Staff present were Town Manager C. Scott Davis, Town Attorney Gary Elder, Fire Chief Daniel Clark, Finance Director Julie Moore, Public Works Director Robin Atkins, 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, welcoming all guests and reelected Council members Donald Hunter, Sallie Amos, and Dan Dwyer.

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

The Lord’s Prayer was recited for anyone wishing to join in prayer. Vice-Mayor Reid led the Pledge of Allegiance.

ADOPTION OF AGENDA

Mr. Dwyer made a motion 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.

AUDIT PRESENTATION BY DIRECTOR CHRIS MURRAY, BROWN, EDWARDS & COMPANY, L.L.P.

A presentation of the FY2023-2024 Audit Report was provided. Mr. Murray offered a summary of the documents issued for the Town:

- Annual Comprehensive Financial Report
- Financial Analysis
- Required Communication With Those Charged With Governance Letter

The documents provided were in draft form, which allowed Council members the opportunity to review before the meeting and have since been finalized with no changes being made. Mr. Murray reported there was no management letter issued this year due to finding no material

weaknesses or significant deficiencies. No new comments were issued, and prior year comments were resolved last year. The Town received a clean, unmodified opinion as was received in the last several years.

PUBLIC COMMENT PERIOD

Jen Cox provided an update of upcoming events at Longwood University.

CONSENT AGENDA

Mr. Reid made a motion to accept the Consent Agenda as presented, seconded by Mr. Hunter, and with all in favor stating “aye”, the motion passed. The Consent Agenda included the draft minutes of the October 2, 2024, Work Session and October 9, 2024, Regular Council Meeting.

FINANCE REPORT

Mr. Pairet made a motion to accept the Finance Report as presented, seconded by Mr. Hardy, and with all in favor stating “aye”, the motion passed.

BACKGROUND: Finance Director Julie Moore reported on the Work Session reports for September that were provided. The Council Finance Reports for October and November will be provided in December due to the November meeting being moved up one week earlier. The revenue to budget should be at 25%, three months into fiscal year 2025, but is not due to real estate taxes and business licenses being received once a year. The Airport fund also lags because of grant funding received depending on when there are projects and reimbursement requests being made. The budget amounts reflect money being received every month instead of once per year. Revenue compared to prior year, there are two funds slightly below: In the General fund because of some taxes that last year were already reported and in the Airport fund because of not selling as much AV gas and jet fuel as last year.

Expenses to budget are below the three-month mark. Expenses to prior year are slightly above because of some capital items purchased.

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

Town Manager Davis reported that at the last work session, the Council had asked if a conditional use permit could be used as a method within a fence ordinance. After reviewing with Town Attorney Gary Elder if there could be specifics stated in the ordinance and then also require a conditional use permit for other items, the City of Lexington’s ordinance was referenced and was included in the meeting packet for the Council to review. There is the ability to set regulations to

follow and if any additional or larger items are needed, a conditional use permit could then be requested. It was reported if Council wishes to move forward, the topic will need to go through the full process again, going back to the Planning Commission. Discussion was held with Council members Hunter, Pairet, Dwyer, and Reid, in favor of sending the proposed ordinance as it is currently stated, back to the Planning Commission.

DISCUSSION: WATER AND SEWER TAP REBATE ORDINANCES

Mayor Vincent provided an update on the topic discussed at the last meeting concerning water and sewer taps. In the past, there have been times when rebates were offered and extended to reduce water and sewer tap fees. Examples were provided for review as well as a listing of other localities' fees for comparison.

The Town Manager added cost figures received from Public Works Director Robin Atkins. The labor, equipment and material costs for both water and sewer taps are between \$5,600-\$5,700, with the town clearing less than \$3,000 if taps are at \$8,000. Discussion included the tap costs compared to other localities and the funding used, and the need to look at items on hand, the revenue and expenditures along with the reserves, to ensure any future water and sewer line replacements.

For informational purposes, Mayor Vincent mentioned the standard practice for about six years (FY2014-15 to FY2020-21) was to offer a break in fees which resulted in a revenue loss, but the incentives did encourage some tap hookups.

Additional discussion was held on using tap discounts as an incentive for helping business owners and inquiries made about the following items:

- Look at other localities for creative ideas for multiple water/sewer hookups
- Look at the actual cost of supplies and why they are so expensive
- Supplies on hand, and bulk-buying of water/sewer equipment

The discussion concluded with Mayor Vincent reporting on the general interest to further discuss the topic at a future work session.

DISCUSSION: ZION SUBDIVISION (LAYNE STREET)

Mr. Reid made a motion to approve the Zion Subdivision plat, seconded by Mr. Dwyer, and with a recorded vote of Council members Reid, Dwyer, Pairet, Hunter, Hardy, and Amos voting "yes", and Council member Yoelin voting "no", the motion passed.

BACKGROUND: The Town Manager reported that how the ordinance is written will be clarified for interpretation and brought back before the Council. A decision is needed by the Council whether it is the intent of the ordinance to have a sidewalk fronting each property or if the project is to be moved forward since the developer received a letter from staff saying that sidewalks are required on one side of the street.

Mayor Vincent advised that the question before the Council is whether to move forward with the proposed subdivision plat with the understanding that there may have been some issue with Council's interpretation of the ordinance.

A brief discussion was held by the Council.

REQUEST ACCEPTANCE OF AUDIT FOR FISCAL YEAR ENDING JUNE 30, 2024

Mr. Pairet made a motion to accept the audit for fiscal year ending June 30, 2024, seconded by Mr. Reid, and with a recorded vote of Council members Dwyer, Pairet, Yoelin, Hunter, Hardy, Amos, and Reid voting "yes", the motion passed.

BACKGROUND: A presentation of the FY2023-2024 Audit Report was provided earlier in the meeting by Brown, Edwards & Company, L.L.P. Director Chris Murray. Mayor Vincent congratulated the Finance Department and Town administration for another stellar audit.

TOWN MANAGER'S REPORT

- Town Manager Davis followed Mayor Vincent's comments and thanked Ms. Moore and her staff for the excellent job this past fiscal year with the audit. Having no management letter is a huge success and their diligence is appreciated.
- The Fall Cleanup was a success with a little over 30 tons collected; almost 25 tons of trash and four tons of brush, nine gallons of used oil, some metal electronics and almost a half-ton of tires. Appreciation was expressed to town residents for their help.
- Leaf season has begun, and all were reminded of the leaf pickup being done in the town. There also was some pre-cleanup done in areas.
- Fire Chief Daniel Clark read to Prince Edward Elementary School students recently in support of Literacy month. The department also has been invited to take part in a STEM activity to show how the fire department uses these tools in their everyday operations.
- ABM has completed a lot of the scheduled work except for the electric vehicle charging stations, some heating configuration at the Town Shop, and their staff are diligently

installing the water meters with the hope of a December completion date. After all the work has been completed, the savings will be tracked for a year by ABM.

- The first draft plans for the Splashpad bathrooms have been received. Some changes were made and the plans have been returned.

COMMENTS BY MAYOR AND TOWN COUNCIL

- Council member Hardy thanked Finance Director Julie Moore for her work and expressed appreciation to all who were in attendance. He reported on general complaints received about how the sidewalks with the tall grass look coming into town when alumni and parents visit.
- Council member Hunter reported on seeing Town staff working today on the sidewalks near the park and the good job that was being done. Mr. Hunter also asked for the date of the Annual Christmas Tree Lighting which was noted as November 22nd.
- Council member Yoelin thanked Public Works Director Robin Atkins and the leaf crew with the new leaf truck for keeping the town clean.

Mayor Vincent provided an update:

- Virginia Municipal League (VML) Annual Conference was held in October and included a celebration in honor of Vice-Mayor Reid's term as President of VML. Attended a Legislative Committee meeting while at the conference to talk about legislation in the upcoming General Assembly Session.
- Volunteered at the Virginia Children's Book Festival and escorted Karen Parsons around Farmville. Ms. Parsons appeared in the Fresh Prince of Bel Air television show.
- Attended a meeting with Prince Edward County Administrator Doug Stanley, some stakeholders and Richmond developers about potential development in our area.
- Attended a meeting with the Bridge Builders Group at the Moton Museum - talked with the youth in our area from Prince Edward County Schools and Fuqua School about public service.
- Attended Department of Wildlife Resources meeting in Richmond.
- Attended a Seed Innovation Hub tour.
- Held the Mayor's Business Roundtable meeting in the Emergency Operations Center. A thank you was expressed to everyone who participated and a welcome to those also in

attendance at the Council meeting. The meeting allowed Council members, who were all in attendance, to hear from some local business owners.

- Halloween Parade held downtown was once again a great job by the Farmville Recreation Department and Farmville Downtown Partnership.
- Tree lighting event will be held on November 22nd. A mention was made of former Council member Sally Thompson and former Mayor David Whitus who both played a part in the forming of the tree lighting ceremony in town.
- An acknowledgement and thanks was expressed to Jen Cox for assuming a leadership role with the Farmville Chamber of Commerce.
- Congratulations to the Council members recently reelected, with gratitude expressed for the opportunity to serve with them. A request was made for all to extend grace to one another.

CLOSED SESSION: 2.2-3711(A)(7)

On a motion by Mrs. Amos, seconded by Mr. Hunter, and with Council members Pairt, Yoelin, Hunter, Hardy, Amos, Reid, and Dwyer voting “yes”, Council went into closed session under paragraph A.7. of Section 2.2-3711, Consultation with legal counsel and briefings by staff members or consultants pertaining to actual or probable litigation, where such consultation or briefing in open meeting would adversely affect the negotiating or litigating posture 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: Seven “yeses”, No “noes”

MOTION: Amos

SECOND: Hunter

Farmville Town Council
Regular Meeting of November 6, 2024

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

NO: None

ABSENT DURING VOTE: None

ABSENT DURING MEETING: None

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 7:20 PM.

APPROVED:

ATTEST:

Brian R. Vincent, Mayor

Mary H. McKay, Clerk of Council