



Town of Farmville

Town Council

April 9, 2025 at 6:00 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. **Declaration of Personal Interest**
7. **Presentation of Proclamation**
 - a. Proclamation in Recognition of April as National Poetry Month
8. **Public Hearing**
 - a. Notice of Proposed Real Property Tax Increase
9. **Public Comment Period**
 - a. Public Comment Sign-Up Sheet
10. **Consent Agenda**
 - a. Draft minutes of the 2025-03-05 Work Session, 2025-03-12 Regular Council Meeting, and 2025-03-21 Special Called Meeting
11. **Finance Report**
 - a. March 2025 Finance Report
12. **Old Business**
13. **New Business**
 - a. Request Adoption of Resolution No. 2025-04-01 - Authorizing the Addition of Administrative and Collection Fees to Delinquent Accounts Pursuant to Virginia Code § 58.1-3958
 - b. Request Adoption of Ordinance No. 239 - to Establish the Real Property Tax Rate for Calendar Year 2025
14. **Town Manager's Report**
15. **Comments by 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 Pairet

**PROCLAMATION
IN RECOGNITION OF APRIL AS
NATIONAL POETRY MONTH**

WHEREAS, the Academy of American Poets established the month of April as National Poetry Month in 1996; and

WHEREAS, National Poetry Month seeks to highlight the ongoing achievement of American poets by introducing Americans to the pleasures and benefits of reading poetry; by bringing poets and poetry to the public in immediate and innovative ways and by making poetry an important part of our children's education; and

WHEREAS, as National Poetry Month, under the leadership and direction of the Academy of American Poets, is now the largest literary celebration in the world; and

WHEREAS, poetry enriches the lives of all Americans; and

WHEREAS, poetry, as an essential part of the arts and humanities, affects every aspect of life in America today, including education, the economy, and community pride and development; and

WHEREAS, poetry has produced some of the nation's leading creative artists and has inspired other artists in fields such as music, theatre, film, dance, and the visual arts; and

WHEREAS, National Poem in Your Pocket Day will be celebrated on April 17th. Poems will be available at Farmville Downtown Businesses and at CENTRA Hospital.

NOW, THEREFORE IT IS PROCLAIMED, by the Mayor and Town Council that the month of April be recognized as National Poetry Month in the Town of Farmville, Virginia, in honor of poets across America who share their talent with the world.

IN WITNESS WHEREOF, I have hereunto set my hand and cause the Seal of the Town of Farmville, Virginia to be affixed on this 9th day of April, in the year 2025.

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 Pairet

TOWN OF FARMVILLE PUBLIC HEARING NOTICE: Notice of Proposed Real Property Tax Increase

NOTICE IS HEREBY GIVEN that the Farmville Town Council will hold a public hearing pursuant to Virginia Code § 58.1-3321 to discuss the proposed real property tax increase for Calendar Year 2025.

1. **Assessment Increase:** The total assessed value of real property, excluding additional assessments due to new construction or improvements to property, exceeds last year's total assessed value of real property by 30%.
2. **Lowered Rate Necessary to Offset Increased Assessment:** The tax rate which would levy the same amount of real estate tax as last year, when multiplied by the new total assessed value of real estate with the exclusions mentioned above, would be \$0.0992 per \$100 of assessed value. This rate will be known as the "lowered tax rate."
3. **Effective Rate Increase:** The Farmville Town Council proposes to adopt a tax rate of \$0.22 per \$100 of assessed value. The difference between the lowered tax rate and the proposed rate would be \$0.12 per \$100, or 121%. This difference will be known as the "effective tax rate increase."

Individual property taxes may, however, increase at a percentage greater than or less than the above percentage.

4. **Proposed Total Budget Increase:** Based on the proposed real property tax rate and changes in other revenues, the total budget of Farmville Town will exceed last year's by 115%.

Public Hearing Information:

- **Date:** Wednesday, April 9, 2025
- **Time:** 6:00 PM
- **Location:** Farmville Town Hall, 116 N. Main Street, Farmville, VA 23901

All hearings shall be open to the public. The governing body shall permit persons desiring to be heard an opportunity to present oral testimony within such reasonable time limits as shall be determined by the governing body.

The provisions of this section shall not be applicable to the assessment of public service corporation property by the State Corporation Commission.

Notwithstanding other provisions of general or special law, the tax rate for taxes due on or before June 30 of each year may be fixed on or before May 15 of that tax year.

The purpose of this hearing is to provide residents and property owners an opportunity to comment on the reassessment and the resulting revenue-neutral tax rate adjustment. All interested parties are encouraged to attend and express their views. Written comments may be submitted to Mary H. McKay, Clerk of Council, 116 N. Main Street, Farmville, VA 23901, or via email to mmckay@farmvilleva.com by 5:00 PM on April 8, 2025.

Additional Information:

- Copies of the reassessment data and related documents are available for public inspection at the Clerk of Council's Office, 116 N. Main Street, Farmville, VA 23901, during regular business hours, Monday through Friday, 8:00 AM to 5:00 PM.

For questions or further information, please contact the Clerk of Council at (434) 392-9465 or mmckay@farmvilleva.com.

By Order of the Farmville Town Council
March 12, 2025



PUBLIC HEARING COMMENTS
Town Council Meeting
April 09, 2025
Guests Sign Up Sheet

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



**PUBLIC COMMENT PERIOD
(held after PUBLIC HEARINGS)**

April 09, 2025

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: April 9, 2025

ITEM NUMBER: 10.a. – Draft minutes of the 2025-03-05 Work Session, 2025-03-12 Regular Council Meeting, and 2025-03-21 Special Called Meeting

BACKGROUND:

RECOMMENDATION: Accept the Consent Agenda as presented.

FISCAL IMPACT:

ATTACHMENTS:

1. 2025-03-05 Work Session-DRAFT
2. 2025-03-12 Regular Council Mtg-DRAFT
3. 2025-03-21 Special Meeting-DRAFT

REGULAR WORK SESSION OF THE FARMVILLE TOWN COUNCIL
HELD ON MARCH 5, 2025

At the regular work session of the Farmville Town Council held on Wednesday, March 5, 2025, 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, Daniel Dwyer, Tommy Pairet, Adam Yoelin, Donald Hunter, and John Hardy.

Staff present were Town Manager Scott Davis, Town Attorney Gary Elder, Captain William Hogan, Community Development Director and IT Support Ashley Atkins-Austin, Human Resources Director Amanda Zirkle, 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 all Council members were present.

ADOPTION OF AGENDA

Mr. Hunter made a motion to adopt the agenda as presented, seconded by Mr. Reid, and with all in favor stating “aye”, the motion passed.

DECLARATION OF PERSONAL INTEREST

There were no declarations of personal interest made.

FINANCE REPORT

Town Manager Davis reported that Finance Director Julie Moore was attending a kickoff meeting for the Women in Government event and that he would be providing the report in her absence.

- Revenue to Budget - Actual revenue is below budget due to seasonal patterns that have an impact on the year-to-date percentages. Other factors that contribute to the actual revenue not matching the budgeted amounts are grants which are tied to disbursements and specific project timelines such as for the Farmville Airport.
- Revenue to Previous Year - Two funds, the General Fund and Airport Fund, are below prior year’s revenue. The General Fund is below prior year as there were ABM lease proceeds recognized previously but not in FY2025. The Airport Fund is less because there are fewer ongoing projects this fiscal year.

- Expenses to Budget - The overall total expenses are currently below the seven-month budget mark except for the Transportation Fund, mainly due to the purchase and payment of two buses earlier in the year.
- Expenses Versus Prior Year – Total expenses are above the prior year with differences as discussed in previous months.

DISCUSSION: 2025 TOWN COUNCIL RETREAT

Town Manager Davis reported on the chronological work plan provided by the retreat facilitator, Kim Payne. Council members will be asked to adopt the work plan at the next regular meeting on March 12, 2025.

DISCUSSION: FY2025-2026 LOCAL CHOICE HEALTH INSURANCE RATES

Town Manager Davis introduced David Rowe, a Benefits Advisor with Bearing Insurance, who has been working with staff on the Local Choice plan renewal and a supplemental insurance offer for the next fiscal year. Mr. Rowe provided a presentation illustrating a 12% increase occurring with the health insurance renewal offer received for the Anthem Local Choice plan. The Town fell below 100 employees on the insurance plan and were rated not based on experience from being on the plan but upon other groups across the state having between 2-99 employees. Mr. Rowe suggested the following items to consider for next year's health insurance renewal: increasing the enrollment to 100 or more employees and discussing the topic of payments made to employees for not taking the health insurance benefit.

Town Manager Davis provided some background on the payment provided since 2004 to employees who do not take the health insurance benefit with the payment amount capped by the Town Council in 2021 at \$8500 per year per employee. Currently there are 137 employees eligible for health insurance with 98 holding the coverage, and 39 receiving the in lieu of payment at a total annual cost of \$331,500. The Town Manager continued his presentation by providing Council members with various figures of different options of real estate tax rate increases. A review was made of the equalization of the current tax rate with an average 30% tax reassessment. Noted was the total in lieu of payments being made is more than the 12% insurance increase. It was proposed that the 39 employees receive a \$1000 annual payment instead of \$8500 per year.

Discussion was held with Council members posing questions and providing input.

The Town Manager continued his review of various charts with different scenarios to reduce the budget deficit. Tax rates for other localities were reviewed.

PRELIMINARY BUDGET DISCUSSION

The Town Manager mentioned he needed an amount to cut from the budget.

Council member Hardy asked the Town Manager to provide an average annual dollar amount from the increased reassessment and the impact on residential customers.

Brief comments were made as to when there was a last tax increase.

A motion was made by Mrs. Amos to stay with Anthem Local Choice insurance with the current 250/500 plans, seconded Mr. Hunter, and with a recorded vote of Council members Reid, Dwyer, Pairet, Yoelin, Hunter, Hardy, and Amos voting “yes”, the motion passed.

TOWN MANAGER’S REPORT

It was mentioned that a report would be provided at the next regular meeting.

COMMENTS BY MAYOR AND TOWN COUNCIL

Council member Hunter thanked the Town Manager for having the rocks removed from the splashpad park area.

He further asked if Willie Brown had been provided with an update on the fence issue. Town Manager Davis advised that Community Development Director Ashley Atkins-Austin needs to contact Town Attorney Gary Elder to have the issue taken to court.

Tire storage at one of the businesses was brought up again with the Town Manager reporting the business owner will be receiving a letter stating the violation of their conditional use permit.

Council member Pairet thanked all the town employees for their hard work during the aftermath of the recent storm.

Mayor Vincent followed Mr. Pairet’s remarks and commented also on the nice gathering for Public Works Director Robin Atkins’ retirement luncheon held last Friday.

There being no other business and on a motion by Mr. Pairet, seconded by Mr. Reid, with all in favor stating “aye”, the meeting adjourned at 7:08 PM.

APPROVED:

ATTEST:

Brian R. Vincent, Mayor

Mary H. McKay, Clerk of Council

REGULAR MEETING OF THE FARMVILLE TOWN COUNCIL
HELD ON MARCH 12, 2025

At the regular meeting of the Farmville Town Council held on Wednesday, March 12, 2025, at 6:00 PM in the Council Chamber of the Town Hall, located at 116 North Main Street, Farmville, Virginia, there were present Mayor Brian Vincent, presiding, and Council members Sallie Amos, A.D. “Chuckie” Reid, Dan Dwyer, Tommy Pairet, Donald Hunter, and John Hardy.

Staff present were Town Manager C. Scott Davis, Town Attorney Gary Elder, Finance Director Julie Moore, Chief of Police Andy Ellington, Captain William Hogan, Fire Chief Daniel Clark, Community Development Director and IT Support Ashley Atkins-Austin, Human Resources Director Amanda Zirkle, 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 member Adam Yoelin was absent.

An invocation was led by Mayor Vincent for anyone wishing to join in prayer. Vice-Mayor Reid led the Pledge of Allegiance.

ADOPTION OF AGENDA

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

DECLARATION OF PERSONAL INTEREST

There were no declarations of personal interest made.

INTRODUCTION OF NEW TOWN PLANNER

Community Development Director Ashley Atkins-Austin provided an introduction and welcomed Robert Dvorak, the new Town Planner for the Town of Farmville. Mayor Vincent also offered welcome remarks.

PUBLIC COMMENT PERIOD

With no one signed up or wishing to provide comments, Mayor Vincent returned to the regular order of business.

CONSENT AGENDA

Mr. Hunter made a motion to accept the Consent Agenda as presented, seconded by Mr. Pairet, and with all in favor stating “aye”, the motion passed. The Consent Agenda included the draft minutes of the January 16, 2025, Special Meeting (Joint meeting with the Prince Edward

County Board of Supervisors and Farmville Town Council), February 5, 2025, Work Session, February 7, 2025, Town Council Retreat, and February 12, 2025, Regular Council Meeting.

FINANCE REPORT

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

BACKGROUND: Finance Director Julie Moore reported on the February 2025 Finance Report and reviewed the amounts of earned income:

- ABM project - \$9,983-which will go towards a future payment on the project;
- Virginia Investment Pool (VIP) - \$13,499;
- Benchmark Community Bank sweep accounts - \$4,383;
- Local Government Investment Pool (LGIP) - \$33,696;
- Total earned of \$51,578 in the month of February.

REQUEST ADOPTION OF ORDINANCE NO. 238 TO AMEND THE OFFICIAL ZONING MAP TO REZONE APPROXIMATELY 1.924 ACRES FROM R-1 TO B-3 AT 202 MILNWOOD ROAD AND 190 MILNWOOD ROAD

Mr. Dwyer made a motion to adopt Ordinance No. 238, seconded by Mr. Pairet, and with a recorded vote of Council members Reid, Dwyer, Pairet, Hunter, Hardy, and Amos voting “yes”, the motion passed.

BACKGROUND: Due to the aftermath from recent area storms, representatives from Dominion Energy were not available to answer questions from the Council at the February 12, 2025, Regular Meeting. The agenda items were moved forward for consideration at the March meeting. Community Development Director Ashley Atkins-Austin previously provided information for review at the February 5, 2025, Work Session.

Town Manager Davis reported that Public Hearings were held at the February 12, 2025, Regular Council Meeting, with no one from the public providing input or having questions.

Council member Pairet inquired about the purpose of the project, whether there would be any changes in accessing the site, and if there would be any impacts from noise and lighting.

Cameron Morgan with Timmons Group addressed the Council and provided information on Mr. Pairet’s request. Mr. Morgan advised being the engineer working with Dominion Energy on the proposed project and reported that there are two existing entrances to the site. The East Third Street entrance is primarily used for office employees, and the entrance off Milnwood Road

for access to the operations yard where the fleet trucks are parked. Parcels are being presented for rezoning and added to the conditional use permit. He added that the entrances to those parcels are being removed for this project's purpose and the only entrances will be the existing ones on Milnwood Road and East Third Street. There will be no change in the way the site is accessed and no additional traffic implications other than having additional employees accessing the larger building.

Regarding the lighting, Graham Terell with Dominion Energy advised there would be site lighting around the rear yard that will be lit in the evening for both safety and security. Directional lighting from light poles will be used to shine downward to where it will not have a light impact to the surrounding neighborhood.

The request is to rezone three parcels containing 1.924 acres to rezone from R-1 Low Density Residential to B-3 Highway Commercial. The rezoning aims to designate all Dominion Energy/Virginia Electric and Power Company-owned parcels in the east (Third Street/Milnwood Road area) to the same zoning district. Dominion Energy proposes to rezone these parcels as part of its project to expand the existing facilities and operations of the existing Dominion Energy site. The Planning Commission recommended 7-0 to recommend approval to amend the official zoning map for this rezoning.

ORDINANCE NO. 238

Amending the Official Zoning Map of the Town of Farmville to provide for the rezoning of approximately 1.924 acres from R-1 to B-3. The request consists of three parcels, identified as tax map parcel numbers 023A09(15)00-000A, 0023A09(15)00-000B, and 0023A09(0A)00-030B, located at 202 Milnwood Road and 190 Milnwood Road.

WHEREAS, the property owner of parcels 023A09(15)00-000A, 0023A09(15)00-000B, and 0023A09(0A)00-030B has requested their parcels be rezoned from R-1 to B-3; and

WHEREAS, the amended Official Zoning Map (Exhibit 1) reflects the rezoning and serves as the Official Zoning Map of the Town; and

NOW, THEREFORE, BE IT ORDAINED, by the Town Council, this Zoning Map Amendment (Exhibit 1) repeals and replaces the current Zoning Map in its entirety; and

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

Approved:
Mayor _____

Attest: _____
Clerk of Council

I certify that the above ordinance 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 _____.

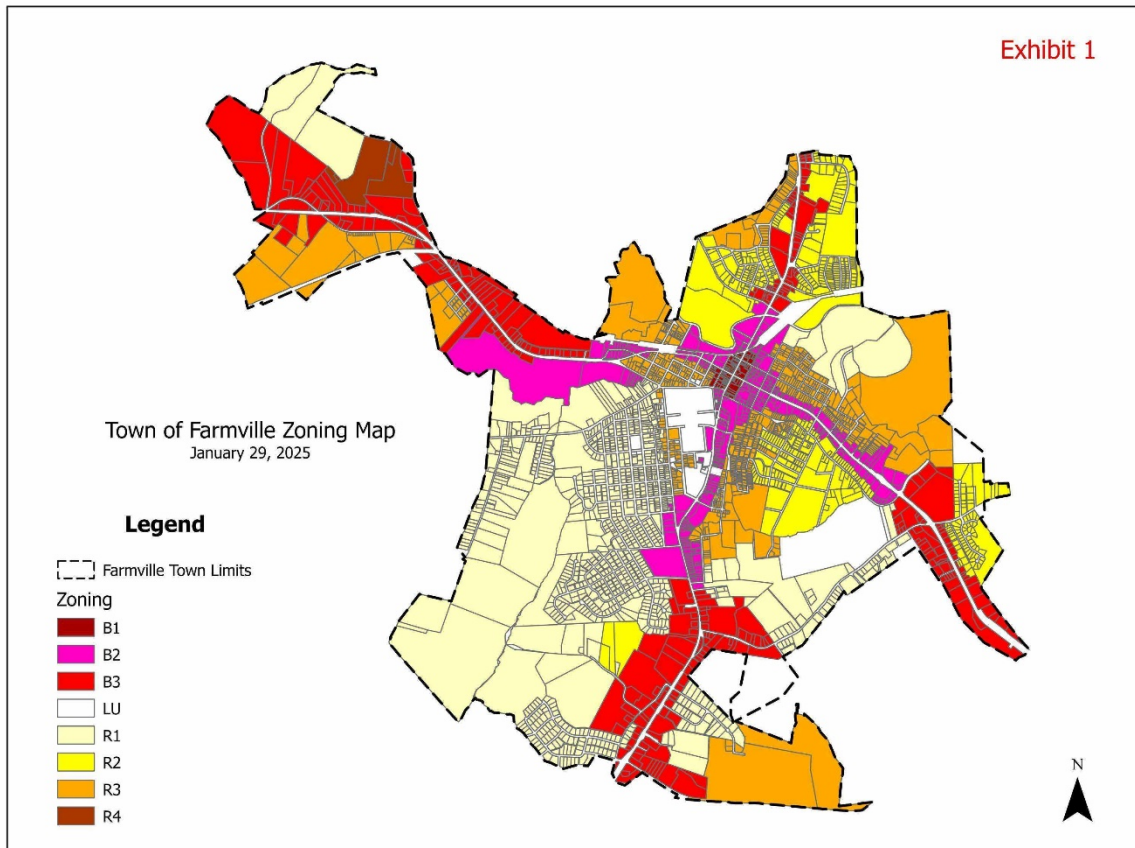
The Honorable Tommy Pairat _____.

The Honorable Donald L. Hunter _____.

The Honorable Adam Yoelin _____.

The Honorable John Hardy _____.

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REQUEST APPROVAL OF RESOLUTION NO. 2025-02-01 FOR A CONDITIONAL USE PERMIT TO ALLOW A PUBLIC MAINTENANCE AND SERVICE FACILITY TO SUPPORT A PUBLIC UTILITY AT EAST THIRD STREET AND MILNWOOD ROAD

Mr. Hardy made a motion to approve Resolution No. 2025-02-01 for a conditional use permit to allow a public maintenance and service facility to support a public utility at East Third Street and Milnwood Road, seconded by Mrs. Amos, and with a recorded vote of Council members Dwyer, Pairet, Hunter, Hardy, Amos, and Reid voting “yes”, the motion passed.

BACKGROUND: The request is to allow a public maintenance and service facility to support a public utility per Town Code Section 29-13.c. The site consists of approximately 6.770 acres on six parcels located on East Third Street and Milnwood Road. The six parcels are identified as tax map numbers 0023A09(0A)00-035, 0023A09(0A)00-034, 0023A09(0A)00-033, 0023A09(0A)00-030A, 0023A09(15)00-000A, and 0023A09(15)00-000B. The Planning

Commission voted 7-0 to recommend approval with seven (7) conditions. A Public Hearing was held on February 12, 2025.

Resolution No. 2025-02-01

To grant a conditional use permit to allow a public maintenance and service facility to support a public utility per Town Code Section 29-13.c. The site consists of approximately 6.770 acres on six parcels located on East Third Street and Milnwood Road. The six parcels are identified as tax map numbers 0023A09(0A)00-035, 0023A09(0A)00-034, 0023A09(0A)00-033, 0023A09(0A)00-030A, 0023A09(15)00-000A, and 0023A09(15)00-000B.

WHEREAS, Holly Johnson filed an application on behalf of Dominion Energy for a conditional use permit to allow for a public maintenance and service facility to support a public utility per Town Code Section 29-13.c., The site consists of approximately 6.770 acres on six parcels located on East Third Street and Milnwood Road. The six parcels are identified as tax map numbers 0023A09(0A)00-035, 0023A09(0A)00-034, 0023A09(0A)00-033, 0023A09(0A)00-030A, 0023A09(15)00-000A, and 0023A09(15)00-000B; and

WHEREAS, after a public hearing and due consideration, the Planning Commission recommends approval of this conditional use permit with seven conditions; and

WHEREAS, the Town Council finds that the conditional use permit application complies with Town Code Section 29-22 (a); and

WHEREAS, upon recommendation of the Planning Commission and after holding a public hearing on this Resolution, the Town Council finds that the public necessity, convenience, general welfare, and good planning and zoning practice allows for this conditional use permit be granted; NOW THEREFORE,

BE IT RESOLVED BY THE TOWN OF FARMVILLE TOWN COUNCIL:

- The Town of Farmville Town Council grants a conditional use permit with seven conditions to Dominion Energy to allow a allow a public maintenance and service facility to support a public utility per Town Code Section 29-13.c. The site consists of approximately 6.770 acres on six parcels located on East Third Street and Milnwood Road. The six parcels are identified as tax map numbers 0023A09(0A)00-035, 0023A09(0A)00- 034, 0023A09(0A)00-033, 0023A09(0A)00-030A, 0023A09(15)00-000A, and 0023A09(15)00-000B.
- 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 Pairret _____.

The Honorable John F. Hardy _____.

The Honorable Donald L. Hunter _____.

The Honorable Adam Yoelin _____.

Conditions

- Approval of REZ24-003 from Town Council.
- Eliminate interior lot lines.
- Existing Conditional Use Permit on 190 Milnwood Road allows for the current request or additional Rezoning and Conditional Use Permit request will be submitted for subject lot.
- Eliminate the three (3) entrances on Milnwood Road that lead to the single family dwelling, Dogwood Park II offices, and the self-storage facility.
- The outside storage for supplies, materials, or heavy equipment must be in the rear yard and screened from any non-industrial zoned parcels or rights-of-way in accordance with the landscape section of this chapter.
- Outside storage areas shall not exceed thirty-five (35) percent of the total area of the site.
- If the subject CUP is approved, a site plan is required for this development which meets all ordinance requirements. In accordance with the Zoning Ordinance, the plan will be submitted to the Planning Commission for review and approval.

REQUEST APPROVAL OF RESOLUTION NO. 2025-02-02 FOR A CONDITIONAL USE PERMIT TO ALLOW A PUBLIC MAINTENANCE AND SERVICE FACILITY TO SUPPORT A PUBLIC UTILITY AT 190 MILNWOOD ROAD

Mr. Pairet made a motion to approve Resolution No. 2025-02-02, seconded by Mr. Reid, and with a recorded vote of Council members Pairet, Hunter, Hardy, Amos, Reid, and Dwyer voting “yes”, the motion passed.

BACKGROUND: The request is to allow a public maintenance and service facility to support a public utility. The parcel was not included in the original request for Conditional Use Permit that was heard by the Planning Commission at the December 18, 2024 meeting. The site consists of approximately 1.297 acres and is located at 190 Milnwood Road. The parcel is identified as tax map number 0023A09(0A)00-030B. The Planning Commission voted 7-0 to recommend approval with three (3) conditions.

Resolution No. 2025-02-02

To grant a conditional use permit to allow a public maintenance and service facility to support a public utility per Town Code Section 29-13.c. The site consists of approximately 1.297 acres on one parcel located at 190 Milnwood Road. The parcel is identified as tax map number 0023A09(0A)00-030B.

WHEREAS, Holly Johnson filed an application on behalf of Dominion Energy for a conditional use permit to allow for a public maintenance and service facility to support a public utility per Town Code Section 29-13.c. The site consists of approximately 1.297 acres on one parcel located at 190 Milnwood Road. The parcel is identified as tax map number 0023A09(0A)00-030B; and

WHEREAS, after a public hearing and due consideration, the Planning Commission recommends approval of this conditional use permit with three conditions; and

WHEREAS, the Town Council finds that the conditional use permit application complies with Town Code Section 29-22 (a); and

WHEREAS, upon recommendation of the Planning Commission and after holding a public hearing on this Resolution, the Town Council finds that the public necessity, convenience, general welfare, and good planning and zoning practice allows for this conditional use permit be granted; NOW THEREFORE,

BE IT RESOLVED BY THE TOWN OF FARMVILLE TOWN COUNCIL:

- The Town of Farmville Town Council grants a conditional use permit with three conditions to Dominion Energy to allow a allow a public maintenance and service facility to support a public utility per Town Code Section 29-13.c. The site consists of

approximately 1.297 acres on one parcel located at 190 Milnwood Road. The parcel is identified as tax map number 0023A09(0A)00-030B.

- 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 Pairt _____.

The Honorable John F. Hardy _____.

The Honorable Donald L. Hunter _____.

The Honorable Adam Yoelin _____.

Conditions

- The outside storage for supplies, materials, or heavy equipment must be in the rear yard and screened from any non-industrial zoned parcels or rights-of-way in accordance with the landscape section of this chapter.
- Outside storage areas shall not exceed thirty-five (35) percent of the total area of the site.
- If the subject CUP is approved, a site plan is required for this development which meets all ordinance requirements. In accordance with the Zoning Ordinance, the plan will be submitted to the Planning Commission for review and approval.

REQUEST ADOPTION OF 2025 CHRONOLOGICAL WORK PLAN

Mrs. Amos made a motion to adopt the 2025 Work Plan as presented, seconded by Mr. Hunter, and with a recorded vote of Council members Hunter, Hardy, Amos, Reid, Dwyer, and Pairt voting “yes”, the motion passed.

BACKGROUND: A Work Plan was generated from discussion held at the 2025 Town Council Retreat. The public document outlines the goals for the Town Council for the next 12 to 48+ months.

Town of Farmville, Virginia **2025 Chronological Work Plan**

Ongoing or Immediate

- Hire a Public Works Director ASAP.
- Stop routinely providing check registers to the Town Council.
- Track Explore Act opportunities.
- Schedule quarterly Business Roundtable meetings.
- Foster an awareness of the efforts to develop the Mary E. Branch Community Center
- Conduct informal inquiries with engineering firms on the cost of developing a sidewalk plan; put a placeholder amount in the Fiscal Year 2026 CIP.
- Implement the Asset Management Plan through the CIP and annual budget.

Within Three Months (by June 1)

- Find out from Civic Plus when the next update of the Town’s website is scheduled and discuss potential enhancements.
- Schedule a meeting between the Town Council and senior leadership at Longwood University in April 2025.
- Revise current leases for Airport tenants – May 1, 2025.
- To determine how much work needs to be done to revise the Comprehensive Plan, consult with Town stakeholders and provide a plan for review and potential revision, including a tentative schedule, for Council’s consideration by May 1, 2025.
- Explore designating the entire Town as an Urban Development Area (UDA) to improve Smart Scale scoring – report to Council by May 1, 2025.

Within Six Months (by September 1)

- Implement a Fellowship Program for professional development and succession planning.
- Complete the installation of restrooms at the Splash Park.
- Close the loophole in the Subdivision Ordinance regarding sidewalk requirements for new residential development.
- Investigate the potential for extending Meriwood Farm Road to South Main Street. The Town Manager is to contact the owner of the property between Peery Drive and South

Main Street to determine if the property is for sale and, if so, the asking price. If the response is positive, contact VDOT to conduct a traffic study on the proposed extension.

Within the Calendar Year

- Issue an RFP to identify a Fixed Base Operator to manage Airport operations – October 1, 2025.
- Schedule a meeting with the Prince Edward County Board of Supervisors in the Fall 2025.
- Present a financing plan for fire station renovations and the purchase of a new ladder truck to Council in the Fall 2025.

Longer Term or Indefinite

- Complete a review of the Comprehensive Plan – 1st Quarter 2027.
- Update the Zoning and Subdivision Ordinances to be consistent with the Comprehensive Plan – timing to be determined (TBD)
- Address promoting new housing development, especially starter homes, in the process of Comprehensive Plan review and ordinance updating.
- Develop a joint Emergency Operations Plan with Prince Edward County – 2027.
- Upgrade the Town's Emergency Operations Center (EOC) space to accommodate joint operations with the County – 2027.
- Develop a facilities maintenance and replacement plan and include projects in the Fiscal Year 2027 Capital Improvements Plan (CIP).
- Include projects to improve and enhance the Public Works building in the CIP over the next five years.
- Complete Phases II and III of the wayfinding signage project with the Farmville Downtown Partnership – depending on the availability of funding.
- Occupy the newly renovated fire station – 2028.
- Conduct a mobility study to address the potential, possible location of, and cost of an expanded system of trails and bikeways – 2028.

DISCUSSION: REAL ESTATE TAX RATE AND HEALTH INSURANCE INCREASE

Town Manager Davis reported on the additional information provided to the Council since the last meeting; a breakdown of revenue and expenditures, history of payments made in lieu of the health insurance benefit, and hourly rates of employees receiving that benefit. A history of the Town of Farmville's real estate tax rates as far back as 1984 also was provided to the Council. Discussions were held. Council members present asked questions and input was provided.

Mrs. Amos stated she does not want to take any of the in lieu of payment away from employees but wants to stop any future employees from receiving the payment.

Mr. Hardy was amenable to a two-to-four-year phase out with no new eligibility effective immediately. He agreed the 12% insurance increase should be absorbed by the Town.

Mr. Hunter added that a conversation would not be needed if notification had been made of the 100-employee threshold when an increase was to be assessed. He agreed the 12% insurance increase should be absorbed by the Town and would rather phase out the in lieu of payment.

Mr. Dwyer proposed for discussion cutting back the in lieu of payment by one-third this year, another one-third next year, then to \$1000 for the following budget year.

Mr. Pairet agreed that the 12% insurance increase should be absorbed by the Town.

Mayor Vincent added that over the past three fiscal years, salary increases in the amount of \$10,000 have been provided to employees.

It was noted that the wording is to assist in drafting a resolution to be brought forward for consideration by the Council at a meeting the following week.

Mr. Pairet made a motion to adopt Mr. Dwyer's thoughts of one-third, one-third, to \$1000, in addition to cutting off the eligibility of the in lieu of payment as soon as possible. Additional discussion was held on the reduction timeframes and bringing the amount to \$1000 in the last year with input provided from the Finance Director. The one-third calculation was reported to not balance out. Mr. Pairet withdrew his motion.

Mr. Pairet stated his motion to support Mr. Dwyer's idea of a \$3750 reduction for the next two fiscal years until reaching the \$1000 in lieu of, then staying at the \$1000 in lieu of, along with a definitive cut-off date for the eligibility of in lieu of effective as of the date of the meeting. Additional discussion was held with Mrs. Amos asking why the need for the reduction to be for two years, and not three years. A second was made by Mr. Dwyer. Additional discussion was held on using a three-year timeframe and the parliamentary procedure for a change to be made after a motion and second.

Mr. Pairet made an amended motion stating he would like to make the reduction a three-year period instead of a two-year period at \$2500 per year and stabilize at \$1000, in addition to the cut off for the in lieu of, no new eligibility to receive the in lieu of payment as of the date of the resolution. An amended second was made by Mr. Dwyer, with some additional input provided regarding the amount of money to be cut from the budget. With a recorded vote of Council members Hardy, Reid, Dwyer, Pairet, and Hunter voting "yes", and Council member Amos voting "no", the motion passed. The Town Manager clarified if someone currently is receiving the in lieu of pay and stops, even if the pay was received previously, there will be no new eligibility.

Mayor Vincent advised of a resolution for Council's consideration to be brought forward on Friday, March 21, 2025, at 11:00 AM.

The Mayor opened the real estate tax rate discussion by stating the current rate of \$0.13 and reviewing previous year rates from a summary sheet provided to the Council. A listing of comparable communities with various real estate tax rates also was provided.

The Town Manager reported on evaluation sheets provided to Council members which listed example budget figures using equalization rates from \$0.09 to \$0.26. Discussion was held.

Mrs. Amos suggested the use of an \$0.18 tax rate.

Mr. Hunter inquired about leasing a generator to possibly eliminate the \$160,000 cost being added. It was mentioned that a lease purchase shows as both revenue and expenditure in the budget. Public Works staff will be asked if the Town's mobile generator is large enough to use at the Doswell Fuel site as Mr. Hunter stated that he wants a backup for the generator if this item is removed from the budget.

Discussion was held on eliminating items and trying to balance the budget with cuts made.

Mr. Hunter asked for a breakdown of how much it would cost each employee for the 12% the Town would pay to cover the cost of the insurance increase. Town Manager Davis reported that the most affected is the \$250/Family coverage and at that rate, employees would lose a \$1000 annual income. Human Resources Director Amanda Zirkle provided a review of the per pay period figures.

Additional discussion was held on the tax rate needed to balance the budget.

With the Town Manager noting that a set tax rate is needed for a Public Hearing, Mr. Hardy proposed that \$0.22 be used. Mayor Vincent advised there were five Council members in agreement to use the \$0.22 for the Public Hearing.

TOWN MANAGER'S REPORT

- Since the last meeting, he met with Mosley Architects concerning the upgrade of the Town's 911 Center and Emergency Operations Center.
- He and Finance Director Julie Moore met with Davenport & Company representatives about the general obligation bond issuance. More information will be provided for them to begin that process with a goal to go before the rating agencies in October 2025.
- Met with Hurt & Proffitt concerning the sidewalk plan. It was reported that staff could resume that conversation in 2027.

- He and Finance Director Julie Moore, along with Community Development Director Ashley Atkins-Austin and Delta airport consultants, met with Federal Aviation Administration representatives on the airport capital improvement plan. Some of that funding comes from federal sources and it was learned from conversation held that all funds are frozen at this time and limited until further notice.
- The recruitment of the Director of Public Works is moving forward. One interview has been held, and staff have spoken with a firm which already has found a few potential interests. Additional interviews hopefully will be held in the upcoming weeks.
- The rocks at the Splash pad have been removed with new concrete poured. A fence will be installed around the tank. Topsoil has been placed, and the Town's Horticulturist Jay Wilkerson will be seeding some grass around the area.
- The street paving is out to bid and due March 25, 2025, with work to be completed by June 30, 2025, using the Street Maintenance funding received.

COMMENTS BY MAYOR AND TOWN COUNCIL

Mr. Hunter asked for the names of the streets scheduled to be paved. The Town Manager stated he would provide the street listing to be paved this year, which is in the Capital Improvement Plan. He noted also the information for the next year will be with the upcoming budget.

Mr. Pairet expressed appreciation to his fellow Council members for trying to be flexible in the difficult discussions held. A thank you was expressed to all.

Mayor Vincent mentioned that the topic weighed heavily on Council members who also are citizens of the Town. The decisions made impact them as well and they all try to make the best decisions for the most amount of good and for the most people. The Mayor expressed appreciation to all.

There being no other business and on a motion by Mr. Hunter, seconded by Mr. Dwyer, with all in favor stating "aye", the meeting adjourned at 7:47 PM.

APPROVED:

ATTEST:

Brian R. Vincent, Mayor

Mary H. McKay, Clerk of Council

SPECIAL MEETING OF THE FARMVILLE TOWN COUNCIL
HELD ON MARCH 21, 2025

At a special meeting of the Farmville Town Council held on Friday, March 21, 2025, at 11:00 AM, 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, Daniel Dwyer, Tommy Pairet, Adam Yoelin, Donald Hunter, and John Hardy.

Staff present were Town Manager Scott Davis, Chief of Police Andy Ellington, Finance Director Julie Moore, Community Development Director and IT Support Ashley Atkins-Austin, Human Resources Director Amanda Zirkle, 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 member A.D. “Chuckie” Reid was absent.

REQUEST ADOPTION RESOLUTION NO. 2025-03-01, AMENDING THE EMPLOYEE HANDBOOK TO PHASE OUT THE HEALTH INSURANCE PAYMENT IN LIEU OF COVERAGE

Mr. Pairet made a motion to adopt Resolution No. 2025-03-01, amending the Employee Handbook to phase out the health insurance payment in lieu of coverage, seconded by Mr. Hunter, and with a recorded vote of Council members Dwyer, Pairet, Yoelin, and Hunter voting “yes”, and Council members Hardy and Amos voting “no”, the motion passed.

BACKGROUND: Mrs. Amos offered some remarks as to why the in lieu of health insurance payment should not be eliminated, noting the need for employees to feel valued, supported and have their needs met. She commented on a past presentation made by Davenport and Company and reports by the Finance Director in reference to the budget and financial status and questioned the change from last year’s positive outlook. As reported at the March 5, 2025, Work Session that there are only 97 covered employees and a 12% health insurance increase, she mentioned the Council knew that certain positions had not been filled, and that Council members should have known about the decrease in numbers. She stated that the Council owes the employees and the community to postpone the decision until a review of the proposed budget can be made at the next work session.

Mr. Hardy followed Mrs. Amos’ remarks and mentioned he wanted to review the proposed budget to compare with last year and the year before to see where the big changes are.

Mr. Hunter mentioned he appreciated Mrs. Amos' comments but reported that he was not in agreement with her that Council should keep a current account of the number of employees. He advised that notification should have been made that the decrease in numbers was affecting the insurance costs and that items being added to the new budget are being overlooked, such as the 24-hour coverage at the fire department, and capital improvement items including the recreational item for the community.

Town Manager Davis advised that the comment made by Mrs. Amos concerned the whole budget and what is being reported concerns a deficit in just the General Fund portion of the budget.

Finance Director Julie Moore addressed the Council and advised the other funds (Street Maintenance, Airport, Transportation, Water and Sewer) can use prior year fund balance. With more expenses this year in those budgets than revenue, usage of prior year balances are allowed in those funds but not in the General Fund, as stated in the Town's financial policy. She added that the Council approved the policy which states that reserves in the General Fund cannot be used.

Town Manager Davis mentioned that fund reserves should not be used so that funds are available in case there is some type of recession or catastrophic event. He reported the proposed budget will be presented to the Council at the April work session.

Ms. Moore added that the state suggests at least three-four months of funding be available for expenses in the General Fund balance.

The Town of Farmville previously allowed eligible employees who waived Town health insurance coverage and verified enrollment in an alternate, qualified group medical plan to receive a payment in lieu of coverage. Upon review, the Town Council determined that this benefit is no longer in the Town's long-term financial interest. As a result, the Town will amend the Employee Handbook to phase out the in-lieu health insurance benefit and eliminate the option for new hires while implementing a transition period for current employees.

RESOLUTION NO. 2025-03-01

A RESOLUTION AMENDING THE EMPLOYEE HANDBOOK TO PHASE OUT THE HEALTH INSURANCE PAYMENT IN LIEU OF COVERAGE

WHEREAS, the Town Council periodically reviews employee benefits and financial policies to ensure fiscal responsibility and equitable administration; and

WHEREAS, the Town of Farmville's Employee Handbook, under Chapter 4, Section II, Subsection D, currently allows eligible employees who waive Town health insurance coverage and verify enrollment in an alternate, qualified group medical plan to receive a payment in lieu of coverage; and

WHEREAS, the Town Council has determined that the continuation of this benefit for new employees and current employees not already receiving this benefit is not in the long-term financial interest of the Town and has therefore approved a phased elimination of the benefit; and

WHEREAS, effective March 21, 2025, current employees not currently receiving this benefit and employees hired on or after this date will no longer be eligible to receive a payment in lieu of coverage and must either enroll in the Town's health insurance plan or forgo any additional compensation in lieu of benefits; and

WHEREAS, to ensure a smooth transition for existing employees currently receiving this benefit, the Town will gradually phase out the payment over a period of three fiscal years as follows:

- **Fiscal Year 2026:** The annual benefit will be reduced by \$2,500, leaving a remaining benefit of \$6,000 annually.
- **Fiscal Year 2027:** The annual benefit will be reduced by \$2,500, leaving a remaining benefit of \$3,500 annually.
- **Fiscal Year 2028:** The annual benefit will be reduced by \$2,500, leaving a final continuing benefit of \$1,000 annually.

WHEREAS, employees who are grandfathered into this benefit may continue to receive the \$1,000 annual payment beyond FY28, unless they choose to enroll in the Town's health insurance plan at any point; and

WHEREAS, employees who elect to enroll in the Town's health insurance plan at any time and later choose to disenroll will not be eligible to receive the in-lieu benefit again; and

WHEREAS, the financial impact of this phase-out has been reviewed and accounted for in the Town's budgeting process to ensure a responsible and effective transition;

NOW, THEREFORE, BE IT RESOLVED BY THE TOWN OF FARMVILLE TOWN COUNCIL:

1. Chapter 4, Section II, Subsection D of the Employee Handbook is hereby repealed and replaced with the following provisions:

- Effective March 21, 2025, employees hired on or after this date, as well as current employees who are not already receiving the in-lieu benefit, will not be eligible to receive a payment in lieu of health insurance coverage. These employees must either enroll in the Town's health insurance plan or forgo any additional compensation related to health benefits.
 - For employees who are currently receiving the in-lieu benefit as of March 21, 2025, the benefit will be gradually phased out over three fiscal years, as follows:
 - Fiscal Year 2026: The benefit will be reduced by \$2,500, leaving a remaining benefit of \$6,000 annually.
 - Fiscal Year 2027: The benefit will be reduced by \$2,500, leaving a remaining benefit of \$3,500 annually.
 - Fiscal Year 2028: The benefit will be reduced by \$2,500, leaving a final ongoing benefit of \$1,000 annually.
 - Employees grandfathered into this benefit may continue receiving the \$1,000 annual payment beyond FY28, unless they enroll in the Town's health insurance plan at any time.
 - If a grandfathered employee elects to enroll in the Town's health insurance plan, they will permanently forfeit eligibility for the in-lieu benefit. Should they later choose to disenroll from the Town's plan, they will not be eligible to receive the in-lieu payment again and will be treated as a new employee under this policy.
2. That all prior policies, resolutions, or provisions in conflict with this resolution are hereby repealed.
 3. That the Finance and Human Resources Departments are authorized and directed to implement these changes in accordance with payroll and benefits administration.
 4. That this resolution shall be in full force and effect upon approval.

Approved:

Mayor

Attest:

Town Clerk

I certify that the above resolution was:

Adopted on _____.

Ayes: _____. Nays: _____. Absent: _____. Abstain: _____.

The Honorable Sallie O. Amos: _____.

The Honorable A.D. "Chuckie" Reid _____.

The Honorable Daniel E. Dwyer _____.

The Honorable Tommy Pairet _____.

The Honorable Adam B. Yoelin _____.

The Honorable Donald L. Hunter _____.

The Honorable John F. Hardy _____.

There being no other business and on a motion by Mr. Hunter, seconded by Mr. Dwyer, with all in favor stating "aye", the meeting adjourned at 11:18 AM.

APPROVED:

ATTEST:

Brian R. Vincent, Mayor

Mary H. McKay, Clerk of Council



Town of Farmville

Agenda Item Summary

MEETING DATE: April 9, 2025

ITEM NUMBER: 11.a. – March 2025 Finance Report

BACKGROUND: Finance Director Julie Moore will provide a verbal report.

RECOMMENDATION: Accept the Finance Report as presented.

FISCAL IMPACT:

ATTACHMENTS:

1. Finance Report March 2025
2. Variable Revenue March-2025 Charts
3. Rescue Squad Expenses-March 2025-1
4. Rescue Squad YTD Expenses Thru 3.31.25-1

TOWN OF FARMVILLE
FINANCE REPORT OF CASH RECEIPTS AND DISBURSEMENTS
FOR THE MONTH OF MARCH 2025

FUND NUMBER	FUND TITLE	BALANCE 3/01/2025	NET CHANGE	BALANCE 03/31/2025
<u>UNRESTRICTED FUNDS</u>				
10	GENERAL FUND	\$ 1,468,933	\$ (447,813)	\$ 1,021,120
15	ST MAINT FUND	708,089	446,026	1,154,115
40	WATER FUND	1,829,674	(1,279,575)	550,099
42	SEWER FUND	2,232,042	39,504	2,271,546
44	TRANSPORTATION FUND	1,138,455	8,548	1,147,003
45	AIRPORT FUND	<u>(42,132)</u>	<u>(12,833)</u>	<u>(54,965)</u>
TOTAL	UNRESTRICTED FUNDS	\$ 7,335,060	\$ (1,246,143)	\$ 6,088,917
<u>RESTRICTED FUNDS</u>				
10	ARPA-COVID FUNDS	\$ 4,099,340	\$ -	\$ 4,099,340
10	ENHANCED 911-WIRELESS	470,966	11,512	482,478
10	E911-RESERVE	133,332	17	133,349
10	SET ASIDE ACCOUNT	3,644,434	141,207	3,785,641
10	E-CITATION	39,875	665	40,540
10	MEDICAL COMPENSATION	147,867	(11,842)	136,025
10	BOA - LEASE PURCHASE	941,135	1,467	942,602
40	BOA - LEASE PURCHASE	1,962,447	3,038	1,965,485
42	COUNCIL RESTRICTED	2,153,471	96,356	2,249,827
70	NARCOTICS FUND	12,727	1	12,728
70	TASK FORCE	<u>-</u>	<u>-</u>	<u>-</u>
TOTAL	RESTRICTED FUNDS	\$ 13,605,594	\$ 242,421	\$ 13,848,015
TOTAL ALL FUNDS		\$ 20,940,654	\$ (1,003,722)	\$ 19,936,932

UNRESTRICTED FUNDS - ACCOUNTED FOR AS FOLLOWS:

PETTY CASH	\$ 2,500
VIP ACCT - GOLF SALE PROCEEDS	1,002,408
VIP ACCTS - UNRESTRICTED	1,108,651
LGIP ACCT - UNRESTRICTED	2,662,972
CHECKING ACCT-BENCHMARK-AIRPORT	313,565
CHECKING ACCOUNT-BENCHMARK-UNRESTRICTED	<u>998,821</u>
TOTAL UNRESTRICTED FUNDS	\$ 6,088,917

RESTRICTED FUNDS - ACCOUNTED FOR AS FOLLOWS:

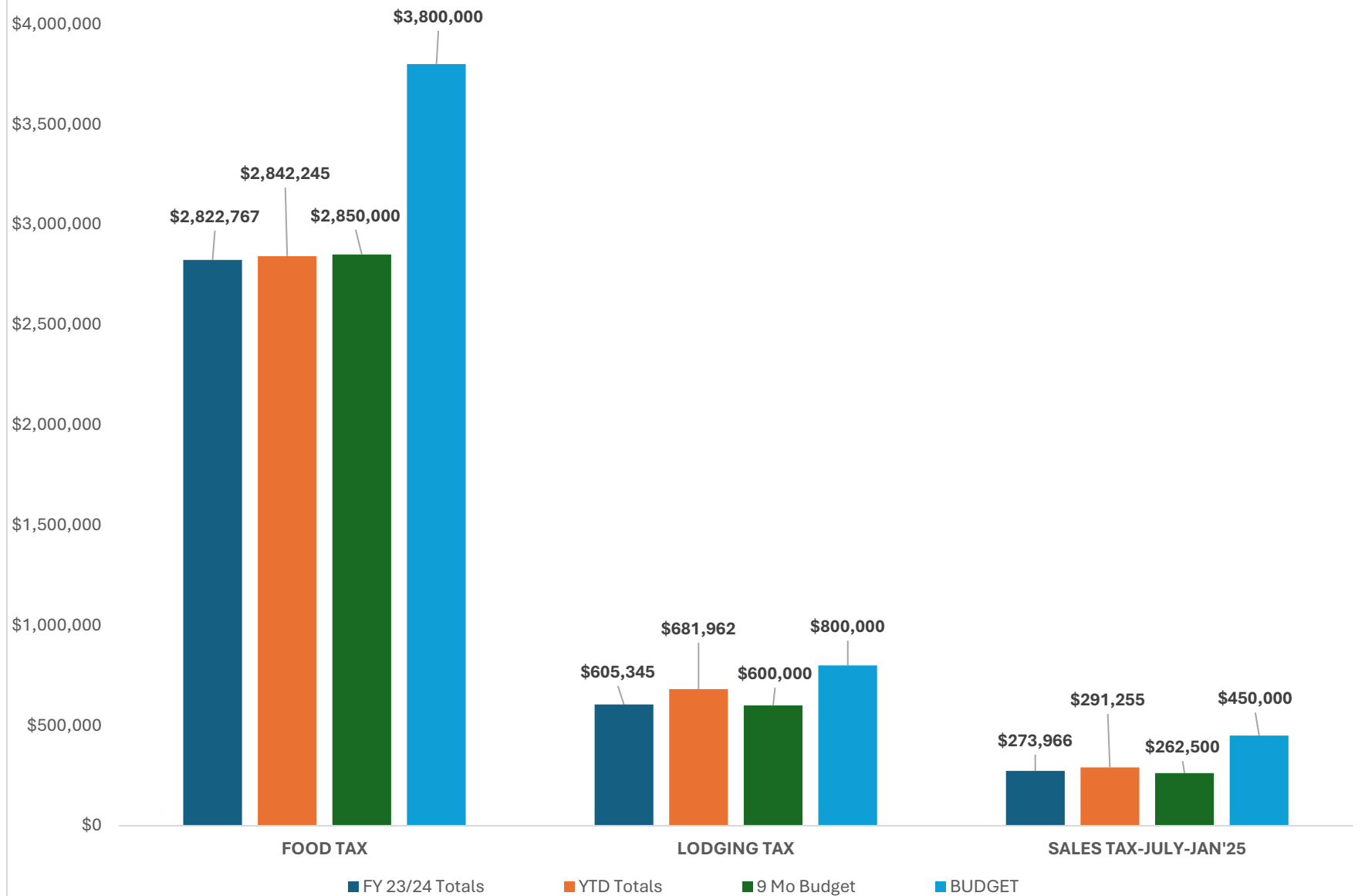
LGIP ACCT - ARPA -COVID FUNDS	\$	4,099,340
MONEY MARKET - BENCHMARK - 911 WIRELESS		149,887
VIP ACCT - WIRELESS		332,589
INTEREST CHECKING-BENCHMARK-E911 RESERVE		133,350
INTEREST CHECKING-BENCHMARK-SET ASIDE ACCOUNT		1,151,189
LGIP ACCT - SET ASIDE ACCOUNT		2,177,388
VIP ACCT - SET ASIDE ACCOUNT		457,065
INTEREST CHECKING-FARMERS BANK-E-CITATION ACCOUNT		40,540
INTEREST CHECKING-BENCHARK-MEDICAL COMPENSATION		136,024
VIP ACCT - BOA - LEASE PURCHASE		2,908,089
VIP ACCT - FUND 42 - COUNCIL RESTRICTED		1,108,630
LGIP ACCT - FUND 42 - COUNCIL RESTRICTED		1,141,196
INTEREST CHECKING-BENCHMARK - NARCOTICS FUND-STATE		12,728
INTEREST CHECKING-BENCHMARK-TASK FORCE		-
TOTAL RESTRICTED FUNDS	\$	13,848,015

RESPECTFULLY SUBMITTED:



Julie A. Moore, CPA, CFE, CGFM

VARIABLE REVENUE - MARCH 2025



2025

[illegible]

Total Labor Cost		\$620.42
Total Material Cost		\$1,515.89
Total Equipment Cost		\$0.00
Total Fuel Cost		<u>\$1,502.60</u>
Total March		\$3,638.91

	<u>YTD Total</u>	\$31,828.59
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Year-to-Date Costs - Rescue Squad
July - June 2025

2024-2025

	<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	305.40	655.70	1,223.42	481.64	503.23	535.58	55.17	324.94	620.42	0.00	0.00	0.00	\$4,705.50
Materials	156.59	3,722.55	3,022.00	936.17	173.84	152.01	31.52	5,456.68	1,515.89	0.00	0.00	0.00	\$15,167.25
Equipment	310.00	310.00	310.00	310.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	\$1,240.00
Fuel	<u>1,838.77</u>	<u>1,546.09</u>	<u>1,133.46</u>	<u>712.31</u>	<u>653.46</u>	<u>863.67</u>	<u>1,317.60</u>	<u>1,147.88</u>	<u>1,502.60</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>\$10,715.84</u>
	\$2,610.76	\$6,234.34	\$5,688.88	\$2,440.12	\$1,330.53	\$1,551.26	\$1,404.29	\$6,929.50	\$3,638.91	\$0.00	\$0.00	\$0.00	\$31,828.59



Town of Farmville

Agenda Item Summary

MEETING DATE: April 9, 2025

ITEM NUMBER: 13.a. – Request Adoption of Resolution No. 2025-04-01 - Authorizing the Addition of Administrative and Collection Fees to Delinquent Accounts Pursuant to Virginia Code § 58.1-3958

BACKGROUND: Report by the Town Manager.

The Town of Farmville is responsible for collecting taxes and other charges to support the proper operation of the Town. Virginia Code § 58.1-3958 authorizes localities to impose administrative fees and attorney or collection agency fees, not to exceed 20%, on delinquent accounts.

This resolution allows the Town to recover costs associated with collecting delinquent accounts that are referred to a collection agency or attorney. These fees will be charged only to those who are delinquent, ensuring that responsible taxpayers are not burdened with these additional costs.

Key Provisions:

- Authorizes the Town to assess administrative and collection fees on delinquent accounts.
- Fees will only apply when accounts are referred to a collection agency or attorney.
- Total fees shall not exceed 20% of the delinquent amount, as permitted by Virginia Code § 58.1-3958.
- Aims to promote fiscal responsibility by placing the cost of collection on the responsible party.

RECOMMENDATION: Adopt Resolution No. 2025-04-01 - Authorizing the Finance Director to implement administrative and collection fees on delinquent accounts in accordance with Virginia Code § 58.1-3958.

FISCAL IMPACT:

ATTACHMENTS:

1. Resolution No 2025-04-01 - Assessed Penalties

Resolution No. 2025-04-01

**Approving the Addition of Administrative and Collection Fees to Delinquent Accounts
Pursuant to Virginia Code § 58.1-3958**

BE IT RESOLVED BY THE COUNCIL OF THE TOWN OF FARMVILLE:

The Town Manager and Finance Director are hereby authorized to implement the provisions of Virginia Code § 58.1-3958, allowing the Town to assess administrative fees and collection agency or attorney's fees, not to exceed 20%, to delinquent bills to cover the costs of collection.

These fees shall only be applied in the event that an account is assigned to a collection agency or attorney, and are intended to ensure that the cost burden of collecting delinquent accounts is borne by those responsible, rather than the general public.

This resolution shall be in full force and effect upon its approval.

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 F. Hardy: _____.
- The Honorable Donald L. Hunter: _____.
- The Honorable Adam Yoelin: _____.



Town of Farmville

Agenda Item Summary

MEETING DATE: April 9, 2025

ITEM NUMBER: 13.b. – Request Adoption of Ordinance No. 239 - to Establish the Real Property Tax Rate for Calendar Year 2025

BACKGROUND: Discussion was held at the March regular meeting on the real estate tax rate needed to balance the FY2025-26 proposed budget. A majority of Council members were in agreement to use the \$0.22 rate for the Public Hearing which is scheduled for April 9, 2025.

The Town Manager presented the proposed budget at the April 2, 2025, Work Session.

RECOMMENDATION: Adopt Ordinance No. 239

FISCAL IMPACT:

ATTACHMENTS:

1. Ordinance on Tax Rate Change

ORDINANCE NO. 239

AN ORDINANCE TO ESTABLISH THE REAL PROPERTY TAX RATE FOR CALENDAR YEAR 2025

WHEREAS, pursuant to § 58.1-3321 of the Code of Virginia, Prince Edward County conducted a general reassessment of real estate values within the Town of Farmville, resulting in a 30% increase in the total assessed value of real property, excluding new construction and improvements; and

WHEREAS, in accordance with this reassessment, the "lowered tax rate" necessary to offset the increased assessment and levy the same amount of real estate tax revenue as the previous year is calculated to be \$0.0992 per \$100 of assessed value; and

WHEREAS, the Town Council of the Town of Farmville proposes to adopt a real property tax rate of \$0.22 per \$100 of assessed value for Calendar Year 2025, which constitutes a 121% increase over the lowered tax rate, in order to support the Town's increased budgetary and operational needs; and

WHEREAS, the Town Council provided public notice of the proposed tax rate in accordance with legal requirements and held a public hearing on April 9, 2025, at 6:00 PM at Farmville Town Hall, during which residents and property owners were afforded the opportunity to present oral and written comments regarding the proposed rate; and

WHEREAS, the proposed real property tax rate is necessary to support the Town's total budget increase of 115% over the previous fiscal year, due to changes in revenue and anticipated General Obligation bonds in Fiscal Year 2026; and

WHEREAS, all legal procedures for the establishment of the real property tax rate have been duly followed, including proper notice and public hearing, in compliance with state and local laws;

NOW, THEREFORE, BE IT ORDAINED BY THE TOWN COUNCIL OF THE TOWN OF FARMVILLE, VIRGINIA:

1. That the real property tax rate for the Town of Farmville is hereby established at \$0.22 per \$100 of assessed value.
2. That this ordinance shall be effective upon its adoption.

Approved:

Mayor

Attest:

Town Clerk

I certify that the above resolution was:

Adopted on _____.

Ayes: _____. Nays: _____. Absent: _____. Abstain: _____.

The Honorable Sallie O. Amos: _____.

The Honorable A.D. "Chuckie" Reid _____.

The Honorable Daniel E. Dwyer _____.

The Honorable Tommy Pairet _____.

The Honorable Adam B. Yoelin _____.

The Honorable Donald L. Hunter _____.

The Honorable John F. Hardy _____.