

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.

Farmville Town Council
Regular Meeting of March 12, 2025

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 _____.

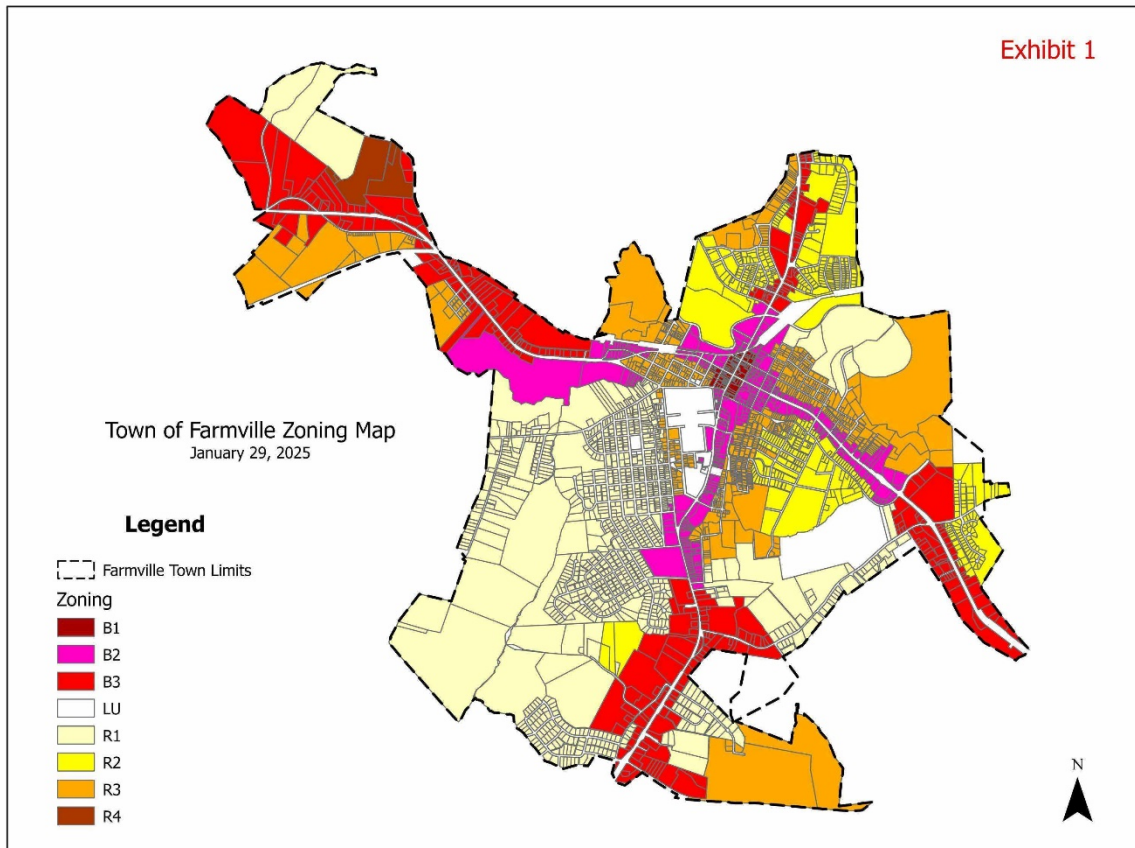
The Honorable Tommy Pairat _____.

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, Pairret, 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 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