

REGULAR WORK SESSION OF THE FARMVILLE TOWN COUNCIL
HELD ON JULY 2, 2025

At the regular work session of the Farmville Town Council held on Wednesday, July 2, 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, and John Hardy.

Staff present were Town Manager Scott Davis, Town Attorney Gary Elder, Chief of Police Andy Ellington, Deputy Town Manager/Finance Director Julie Moore, Community Development Director Ashley Atkins-Austin, Deputy Clerk and IT Support 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 Donald Hunter was absent.

ADOPTION OF AGENDA

Mr. Dwyer made a motion to adopt the agenda as presented, seconded by Mr. Hardy, and with all Council members voting “aye”, the motion passed.

DECLARATION OF PERSONAL INTEREST

There were no declarations of personal interest made.

FINANCE REPORT

Finance Director Julie Moore reported on a resolution to be brought forward for Council’s consideration at the next meeting. The resolution would authorize the Town Manager to sign a loan agreement for new Town vehicles and equipment that was included in the FY26 budget. A local bank will be used for the loan service with a five-year term and a rate of 4.25 percent. Ms. Moore also reported on a memo included in the meeting packet which explains the reclassification of certain revenue to an “other sources” category. A review of the May 2025 charts and reports was provided:

- Comparing revenue to budget, excluding the other sources, the General Fund revenue appears to be on target except for state revenue due to the timing of when reimbursements are received.
- Comparing revenue to prior year, the General Fund and Airport Funds are below. The General Fund is below as ABM project lease proceeds were recognized last year and not

in FY25 and are listed in the other source category. Other earned revenue categories, under permits and fees, were down due to no longer receiving the ICA per diem funding. For miscellaneous revenue, there were insurance proceeds last year from a damaged stoplight claim. For grants in FY24, there was a one-time ARPA grant received but not in FY25 which is why the revenue is slightly below in those areas in FY25 compared to FY24. There are less projects for the Airport Fund in FY25 than in FY24.

- Comparing expenses to budget, overall total expenses are below the eleventh-month mark with only the Water Fund above the budgeted amount due to making the ABM payment.
- Expenses versus prior year, total expenses are slightly above prior year as was discussed in previous months.

Mr. Pairet asked if the payment made to ABM was upon completion of certain work or a regular payment being due payable. Ms. Moore reported the payment made was for a construction in progress payment.

Mr. Yoelin asked if any revenue was generated from the cameras previously mounted on the sidewalks to monitor illegal parking. Clarification was given by Town Manager Davis of the cameras placed near fire hydrants and reported that the figures are included in the parking fines and could be provided at the next meeting.

ABM STATUS REPORT

The Town Manager reported that all work has been completed except for punch list items which have been notated on the certificate of final completion and are to be completed during the warranty and performance period. Council members were provided with a review of the referenced items.

Mr. Yoelin offered a compliment on the ease of using the credit card readers to pay for parking.

DISCUSSION: AIRPORT LEASE

The Town Manager reported on a lease that had been brought forward for the Council's preview and upcoming public hearing. It was mentioned that a few concerns were heard concerning the flat fee being stated for hangars having varied square footage. Council members had been advised also that a different lease agreement for the large hangars would be brought forth separately. Community Development Director Ashley Atkins-Austin has been looking into the pricing as well as enforcement that hangars be used for airplanes instead of for storage. He added

that the Federal Aviation Administration (FAA) does have specific guidelines for hangar usage. The lease is being fine-tuned and will be brought forward again for the Council's review.

COMPREHENSIVE PLAN REVIEW

Town Manager Davis reported on a previous request for Council members to identify some topics for discussion that are big issues for them in the plan and asked for a report of items by the end of the month. A suggestion was made for a review of the largest chapters first and those with the most detail such as land use and transportation, and the section on population and housing. He added there had been past conversations concerning the topic of housing and suggested a more in-depth review of that chapter if there is continued interest in the topic. An August 2025 start date for the comprehensive plan review is anticipated.

A brief discussion was held on the laws going into effect July 1, 2026, and the reference to Accessory Dwelling Units (ADUs) in Family Residential Zoning. Lot sizes were also mentioned as the plan is being reviewed. The amount of remaining open space left inside the Town limits was briefly discussed.

TOWN MANAGER'S REPORT

Town Manager Davis reviewed the organizational changes that he and Public Works Director Stephen Edwards made in the Public Works Department:

- Each division will be supervised by a superintendent who will report to the Public Works Director:
 - Street/Sidewalks/Construction/Maintenance and Water/Sewer/Construction/Maintenance have been combined into one division.
 - Buildings and Grounds
 - Sanitation and Recycling
 - Mechanics
 - Water Treatment and Sewer
- Two Assistant Director positions will not be filled but made available for labor employees in areas more in need of having positions.

He and Deputy Town Manager/Finance Director Julie Moore have been working on the Public-Private Education Facilities and Infrastructure Act (PPEA) ordinance that was mentioned at a previous meeting. It is hoped that a proposed ordinance will be brought forward for review at the August Work Session and a Public Hearing at the August meeting.

All paving work scheduled for the last fiscal year has been completed.

A sidewalk study quote will be provided in next week's meeting packet for consideration to move forward. Council had set aside money in the contingency fund for potentially funding the study in the current budget year.

A proposed contract for a new ladder truck will be brought forward at the next meeting for Council's review to lock in a price while going through the bond process. An increased cost was mentioned if the price is not locked in. A review was made of the savings by committing through a contract to pay upfront instead of paying upon completion of the equipment. Fire Chief Daniel Clark will provide a detailed review of the truck design and timeline at the July 9, 2025, Regular Meeting.

Town Manager Davis announced another organizational change included in the budget being the promotion of Finance Director Julie Moore to Deputy Town Manager effective July 1, 2025.

COMMENTS BY MAYOR AND TOWN COUNCIL

Mr. Hardy offered congratulations and thanks to Ms. Moore.

Mr. Yoelin congratulated and thanked Ms. Moore for everything she does.

Mr. Pairet offered congratulations and remarked that he thinks the Town is headed in the right direction and is pleased with the way things are moving.

Mr. Dwyer offered thanks as well and asked for confirmation concerning the recycling schedule listed on the Town's website. Town Manager Davis added the requested information will be provided to Mr. Dwyer. A brief discussion was held on the recycling schedule with Mr. Dwyer also reporting on the recycling of plastic being questioned on Facebook. The Town Manager advised that plastic is still being recycled.

Mr. Reid offered congratulations as well to Ms. Moore.

Mrs. Amos congratulated Ms. Moore and offered thanks for the road paving.

Mayor Vincent congratulated Ms. Moore and gave a shout-out to law enforcement who recently faced an interesting challenge but collaborated well with area partners. He mentioned the heroic action of Officer Derrick Thompson and offered thanks to Police Chief Andy Ellington and to their efforts in keeping everyone safe.

A reminder was made of the Fireworks After Dark event planned for July 3rd. Streets to be blocked off were posted online and all were asked to join in the festivities.

CLOSED SESSION – 2.2-3711(A)(1)

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

CERTIFICATION OF CLOSED MEETING

WHEREAS, the Farmville Town Council has convened a closed session 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 session 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: Six ayes, No noes

MOTION: Yoelin

SECOND: Pairet

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

NOES: None

ABSENT DURING VOTE: Hunter

ABSENT DURING MEETING: Hunter

Clerk of Council

There being no other business and on a motion by Mrs. Amos, seconded by Mr. Reid, and with all Council members voting “aye”, the meeting adjourned at 7:15 PM.

APPROVED:

ATTEST:

Brian R. Vincent, Mayor

Mary H. McKay, Clerk of Council