

REGULAR WORK SESSION OF THE FARMVILLE TOWN COUNCIL
HELD ON AUGUST 6, 2025

At the regular work session of the Farmville Town Council held on Wednesday, August 6, 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, Donald Hunter, 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, Captain William Hogan, Community Development Director Ashley Atkins-Austin, Town Planner Robert Dvorak, 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 Adam Yoelin was absent.

ADOPTION OF AGENDA

Mr. Hunter 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 provided a review of the June 2025 charts and reports:

- Comparing revenue to budget, excluding the other sources, the General Fund appears to be on target for the 12-month period. The Water and Sewer Fund revenue is currently below budget as the ARPA funding needs to be recorded for FY25. The Sewer Fund still will be below budget as the UV project just started and will roll into the FY26 budget.
- Comparing revenue to prior year, several funds are below prior year’s revenue:

General Fund

- There were ABM project lease proceeds in FY24 but not in FY25;
- In Permits and Fees, no longer have the ICA per diem;
- In Miscellaneous, there were insurance proceeds for stoplight damage and a one-time ARPA police grant in FY24 but not in FY25.

Water and Sewer Fund

- Revenue should be above last year once the ARPA revenue is recorded.

Transportation Fund

- Once a June reimbursement is made, the revenue will be recorded and then should be above prior year.

Airport Fund

- Airport revenue is down due to less projects this year compared to prior year.
- Comparing expenses to budget, overall total expenses are below the 12-month mark with only the Water Fund above the budgeted amount due to making payments on the ABM project this year that wasn't budgeted.
- Comparing expenses to prior year, total expenses are above prior year as was discussed in prior months.

Ms. Moore reported on a Budget to Actual exhibit to be included in the audit which provides a breakdown of the revenue and expenses. She encouraged Council members to review and ask the auditors about this schedule once the audit is complete.

AWARD OF NEXT GENERATION 911 GRANT FOR EMERGENCY COMMUNICATIONS

Town Manager Davis reported that this grant is one that the Town has done in the past and asked Emergency Communications Manager Crystal Barton to come forward to provide additional information.

Ms. Barton shared that the grant opportunity from the Virginia Department of Emergency Management is for a one-time reimbursable grant for fiscal year 2026, which will help with the rising costs of running a 911 center. She provided a review of items the funding would be used for:

\$61,881.48 to cover 911 service charges

Equipment updates including an emergency medical dispatch server approx. \$22,000

Information Technology needs to strengthen back up system

Provide communications staff with retention bonuses

\$2500 for each full-time employee/\$1250 for each part-time employee

She concluded by asking for Council's support to move forward with accepting and using this grant. The Town Manager added that a resolution would be brought forward at the next meeting for Council's consideration to approve accepting the grant. Funds would be disbursed by the Town and then be reimbursed from the grant.

DISCUSSION: SIDEWALK ASSET MANAGEMENT PLAN

The Town Manager reported that at the last meeting Council requested he ask Hurt & Proffitt staff about including other than existing sidewalks in the sidewalk asset management plan. He advised that their staff is willing to come speak with Council members but that it is not feasible to include sidewalks that may be anticipated in the future without knowing what those projects are. The other request from Council was if there is any available outside funding of which there is none at this time.

Mr. Hunter advised that there is not a need to bring in Hurt & Proffitt staff for further discussion.

Mayor Vincent confirmed there was a consensus with the Council to move forward with the sidewalk asset management plan.

DISCUSSION: AMENDING SIDEWALK ORDINANCE

Town Manager Davis reported on there being a previously adopted ordinance but there were some issues with the wording used and the last development, Ben Lapp's subdivision for 30+- residences. The ordinance was sent to the Town Attorney for revision. Not being received in time to be added to the meeting packet, Council members were provided with a revised copy for review at the time of the meeting. He added for Council's information, the proposed revision will go before the Planning Commission in August and back to the Council at the September Work Session for discussion and a Public Hearing at the September 2025 Regular Meeting. A brief discussion was held with clarification being made that the proposed ordinance is for any new residential development and not for existing sidewalks.

PPEA PROCUREMENT METHOD

The Town Manager reported that Council members were provided with a cheat sheet explaining the differences between PPEA (Public-Private Education Facilities and Infrastructure Act) and the traditional procurement approach. He continued by reporting that PPEA has been authorized by the Commonwealth of Virginia since 2002 and is new to the Town of Farmville, but a lot of localities have used this method for public infrastructure projects. Questions were asked about the possibility of saving money, being supportive of local entities, and saving time using the

new approach. The Town Manager reviewed the use of the PPEA process for the fire station renovations.

DISCUSSION: FARMVILLE REGIONAL AIRPORT LEASE

Town Manager Davis mentioned being available to answer any questions from the Council. The proposed lease is close to what is being used in Danville, Virginia, except for a change made from the flat fee to square footage after a tenant at the airport suggested that change to make it more fair. There are some hangars that are a lot larger and some smaller ones, so the pricing was changed for what size area is being leased. He added that the rates had not been changed for some time but did not know exactly how long it had been since a change was made. A Public Hearing is scheduled for the August 13, 2025, Regular Meeting.

Mayor Vincent advised that interested parties are welcome to contact the Clerk to have their name added to the list to provide Public Hearing comments or also could sign up on that Wednesday evening, 6 PM.

MEMORANDUM OF UNDERSTANDING–JOINT EMERGENCY COMMUNICATIONS CENTER

Town Manager Davis reported that previous conversations were held on the potential center and that Prince Edward County agrees to join forces and have a Combined Emergency Communication Center with an anticipated October 1st opening date. There is a need to hire and train some new employees. A review was provided of the funding for the proposed project after an inquiry was made if the physical expansion would come after the fact. The Town Manager reported having \$100,000 funding from the Commonwealth of Virginia for a study. Moseley Architects, who designed the Town Hall building, and the contractor for the radio project, CTA Consultants, LLC, are working together on expanding the dispatch center upstairs to fit more employees due to the consolidation. Once the cost is provided, that information will be forwarded to the Virginia Department of Emergency Management. There is a potential additional \$900,000 that could be funded for the renovations, based on being approved.

Mayor Vincent reviewed the board memberships reporting that the Administrative Board consists of the Town Manager and County Administrator, and the Advisory Board being comprised of seven members including local law enforcement, emergency management, and fire. The Town Manager added that the Administrative Board is responsible for the Emergency Communications Director and are the fiscal agents. The Advisory Board would advise on relevant

policies and procedures and the communications staff would fall under the Town of Farmville employee manual.

TOWN MANAGER'S REPORT

No report was offered.

COMMENTS BY MAYOR AND TOWN COUNCIL

Mr. Pairet asked for a status on the project with ABM Building Solutions and how long before the punch list items are completed.

Town Manager Davis advised that the final payment will be made to ABM upon the completion of the punch list items of which there are not many remaining. An email was sent out today asking about the equipment to be returned to the Town. A period of time is allowed in the contract for the punch list items and for any issues that could arise.

Mrs. Amos gave a shout out and a thank you to the Farmville Downtown Partnership for their work installing flags and garland on Main Street, in Longwood University and Hampden-Sydney College's colors, in anticipation of the students' return.

Mayor Vincent followed Mrs. Amos' comments, mentioning that the work on Main Street with the flags looks good. He continued by reporting on the positive write-ups being received recently for the Town of Farmville and surrounding area with great people here doing great work including the Farmville Downtown Partnership.

There being no other business and on a motion by Mr. Dwyer, seconded by Mr. Pairet, and with all Council members voting "aye", the meeting was adjourned at 6:28 PM.

APPROVED:

ATTEST:

Brian R. Vincent, Mayor

Mary H. McKay, Clerk of Council