

**REGULAR WORK SESSION OF THE FARMVILLE TOWN COUNCIL**  
**HELD ON FEBRUARY 4, 2026**

At the regular work session of the Farmville Town Council held on Wednesday, February 4, 2026, 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, Attorney Catherine Douglass, Captain William Hogan, Deputy Town Manager/Finance Director Julie Moore, Community Development Director Ashley Atkins-Austin, Communications Manager Crystal Barton, Human Resources Manager Amanda Zirkle, Fire Chief Daniel Clark, Deputy Clerk and IT Support Jacqueline Vaughan, and Clerk of Council Mary McKay.

The Clerk called the roll, noting Council member Donald Hunter was absent.

**ADOPTION OF AGENDA**

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

**DECLARATION OF PERSONAL INTEREST**

There were no declarations of personal interest made.

**PROPOSED PAY SCALE ADJUSTMENT**

The Town Manager introduced Dr. Stephanie Davis with the Virginia Tech Technical Assistance Program, who was asked to review the Town’s existing pay plan.

Dr. Stephanie Davis reported on the development of a proposed pay plan and its comparison with the Town’s existing plan. Neighboring and similar sized communities were identified as benchmarks. She reported on the analysis and included a PowerPoint slideshow. Throughout the presentation, Council members asked questions about the information being provided and discussion was held. The proposed classification plan was reviewed with an implementation process of how employees will be placed on the new plan. There was a request made for the percentages of proposed increases by employee to be shared with the Council. Estimated costs for the proposed pay plan were reviewed. Dr. Davis explained that the project is about making the salaries competitive with the market for the recruitment and retention of town employees.

**FINANCE REPORT**

Deputy Town Manager/Finance Director Julie Moore provided a review of the December 2025 financial reports and charts for the midway point of the FY2026 budget:

- Revenue to budget – As of the end of December, total revenue across all funds was \$11.9 million which is approximately 27% of the annual budget. The General Fund continues to appear behind budget primarily due to timing and presentation factors rather than underlying revenue issues. It was noted that the general obligation bond should have been expected, but since it wasn't recorded until January, the \$16 million bond will appear on next month's charts.
- Revenue to prior year – Total revenue increased slightly from \$11.4 million last year to \$11.9 million this year. The growth was mainly driven by higher water and sewer fund revenues, along with improvement in the General Fund due to increased real estate tax revenue.
- Expenses to budget - Total expenses are approximately \$15.3 million or 35% of the FY2026 budget, which is well below the 50% mark.
- Expenses to prior year – Total expenses are about \$2 million higher than last year, mainly due to the \$2.1 million prepayment of the ladder truck in December.

**REQUEST APPROVAL OF RESOLUTION NO. 2026-01-01 – AFFIRMING DECLARATION OF LOCAL EMERGENCY**

Mr. Pairet made a motion to approve Resolution No. 2026-01-01 – Affirming Declaration of Local Emergency, seconded by Mr. Reid, and with a recorded vote of Council members Amos, Reid, Dwyer, Pairet, Yoelin, and Hardy voting “yes”, the motion passed.

**BACKGROUND:** As Director of Emergency Management for the Town of Farmville, Town Manager Scott Davis issued a Declaration of Local Emergency on January 23, 2026, due to the impending effects of Winter Storm Fern, with a termination date of January 27, 2026. By statute, the Council must approve a resolution based on the declaration of local emergency.

**RESOLUTION NO. 2026-01-01**

**Resolution Affirming Declaration of Local Emergency**

**WHEREAS,** effective 1:30 PM on Friday, January 23, 2026, C. Scott Davis, Town Manager, as the Director of Emergency Management of the Town of Farmville, found that the Town of Farmville, Virginia, could face dangerous public safety conditions due to Winter Storm Fern, which necessitated a Declaration of Local Emergency; and

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**WHEREAS**, the National Weather Service forecasted significant accumulations of snow, sleet and freezing rain followed by an extended period of sub-freezing temperatures, which created elevated public safety risks for citizens and first responders; and

**WHEREAS**, Section 44-146.21 of the *Code of Virginia* requires that such Declaration of Local Emergency be approved and affirmed by Farmville Town Council, as the governing body of the Town of Farmville, Virginia, within forty-five days of the declaration;

**NOW, THEREFORE, BE IT RESOLVED** by the Town Council of the Town of Farmville, Virginia, that said Declaration of Local Emergency, dated January 23, 2026, and terminated January 27, 2026, attached hereto and incorporated herein fully by reference, is hereby approved and affirmed.

**BE IT FURTHER RESOLVED**, this resolution shall be in full force and effect upon passage.

Approved:

\_\_\_\_\_  
Mayor

Attest: \_\_\_\_\_  
Clerk of Council

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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 Hardy \_\_\_\_\_.

The Honorable Donald L. Hunter \_\_\_\_\_.

The Honorable Adam Yoelin \_\_\_\_\_.

**DECLARATION OF LOCAL EMERGENCY  
Town of Farmville, Virginia**

**WHEREAS**, as Town Manager and Director of Emergency Management for Farmville, Virginia, I do hereby find:

1. Winter Storm Fem will impact the area beginning the evening of Saturday, January 24, 2026 evening and continuing into the morning of Monday, January 26, 2026. Impacts from this storm will likely last into next week and potentially beyond.
2. Dangerous to potentially devastating icing is looking increasingly likely over much of southern Virginia, to include the Town of Farmville. Areas that see heavy ice will experience widespread power outages that could last for days, widespread downed trees and nearly impossible travel.
3. Bitterly cold air will also move into the region in the wake of the storm for all of next week. Snow and ice will be very slow to melt through next week resulting in prolonged impacts.
4. The National Weather Service has high confidence that the Town of Farmville will experience impactful accumulations of both snow and ice.
5. These conditions have the potential to impact life safety, cause peril to property and create significant widespread hazardous conditions, which necessitates the proclamation of the existence of a local emergency.
6. Under the authority of Section 44-146.21 of the *Code of Virginia*, as Director of Emergency Management, I do hereby declare a Local Emergency for the Town of Farmville, Virginia.

**NOW, THEREFORE, IT IS HEREBY PROCLAIMED** that effective the date and time below, an emergency exists throughout the Town of Farmville, Virginia; and

**IT IS FURTHER PROCLAIMED AND ORDERED** that during the existence of said emergency, the powers, functions, and duties of the Emergency Management of Farmville, Virginia, shall be those prescribed by State Law and the Ordinances, Resolutions, and approved plans of the Farmville Town Council in order to mitigate the effects of said emergency.

**Effective Date: January 23, 2026**

**Effective Time: 1:30 p.m.**



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C. Scott Davis, LP.D., ICMA-CM  
Town  
Manager Director of  
Emergency Management  
Farmville, Virginia

**TERMINATION OF DECLARATION OF LOCAL EMERGENCY  
Town of Farmville, Virginia**

**WHEREAS**, as Town Manager and Director of Emergency Management for the Town of Farmville, Virginia, I do hereby find:

7. Winter Storm Fem caused significant and widespread hazardous conditions in the Town of Farmville, Virginia; and
8. These severe weather conditions, which created elevated public safety risks for citizens and first responders and necessitated a Declaration of Local Emergency, effective January 23, 2026 at 1:30 p.m., have now abated;

**NOW, THEREFORE, IT IS HEREBY RESOLVED**, that an emergency no longer exists in the Town of Farmville, Virginia, and under the authority of§ 44-146.21 of the *Code of Virginia*, the Declaration of Local Emergency is terminated, effective immediately.

**Effective Date: January 27, 2026**  
**Effective Time: 12:00 p.m.**



C. Scott Davis, LP.D., ICMA-CM  
Town  
Manager Director of Emergency  
Management  
Farmville, Virginia

**DISCUSSION: UPDATE ON AMENDMENTS TO SIDEWALK ORDINANCE**

Community Development Director Ashley Atkins-Austin reported that Planning Commissioners continued their discussion at their November meeting of potential amendments to the subdivision sidewalk ordinance. Key ideas were noted:

- Considering sidewalk requirements based on density in the zoning district as opposed to based on the number of lots or the number of doors in a subdivision.
- What are the conditions triggering sidewalk installation such as new infrastructure within a set distance from existing public sidewalk and identified in the comprehensive plan?
- What is the potential criteria for requiring sidewalks versus one or both sides such as when residential lots are located on both sides of the street, when there is existing sidewalk adjacent to the subdivision within all commercial districts, and when the

property is identified in the comprehensive plan as a priority for future pedestrian infrastructure?

- They discussed clarifying definitions of sidewalk, pedestrian pathways, and what materials are allowable.
- They discussed equity concerns regarding the cost of sidewalks in large versus small subdivisions, how to manage phase subdivisions or areas with existing sidewalks and the consistency with the comprehensive plan and proposed sidewalk network.
- They also discussed the need for clarity, predictability, and the avoidance of loopholes in ordinance language.

Ms. Atkins-Austin advised that Attorney Catherine Douglass applied a draft ordinance based on that discussion. Commissioners met again in January to discuss that draft. Ms. Douglass was in attendance and gave a brief overview of the draft and spoke to being unable to find another locality that included any sort of density requirement for sidewalks. Staff reiterated Ms. Douglass' comments in that density as a metric in general is not often used by localities in triggering sidewalk requirements. Commissioners noted in discussion the items of the draft that should be retained such as an 80-foot adjacency rule, the comprehensive plan priority areas, VDOT compliance language, and the definition of infrastructure. Some items they wanted to explore more were flexibility for multi-use paths, road tight base triggers, and sidewalks required on both sides as a default. The number of lots as a threshold was still to be determined. Commissioners tasked staff with providing additional examples of ordinances from other localities which staff are working on gathering. Ms. Douglass is working on changes to the draft ordinance which she is planning to have available at the February meeting for additional discussion.

**DISCUSSION: STREET LIGHTS**

Mr. Yoelin made a motion to instruct Dominion in the future to put 70-watt bulbs in the neighborhoods, 230-watt bulbs along the main thoroughfares-Third Street, Main Street, and perhaps 15 going by the university and through there, seconded by Mr. Pairet, and with a recorded vote of Council members Reid, Dwyer, Pairet, Yoelin, Hardy, and Amos voting "yes", the motion passed.

**BACKGROUND:** Town Manager Davis stated he was asked to place the street light topic back on the agenda. He previously named several streets to review and compare placing the LED light options but received no feedback from the Council.

The Town Manager will reach out to Dominion to ask for some type of agreement for this request and bring it back to the Council. Mr. Hardy clarified that the bulbs will be replaced with this standard as they need to be replaced.

**DISCUSSION: POTENTIAL EMPLOYEE INCENTIVES RELATED TO FY26-27 BUDGET**

The Town Manager confirmed that Council wants to proceed with developing a career development plan for public safety staff. He continued by stating he has heard from Council members about community concerns on the proposed four-day workweek incentive and, based on feedback received, Council was asked to rescind the request for now, with the possibility of reconsidering it in the future.

Mr. Yoelin asked about his suggestion of a staggered four-day workweek with two alternating groups: one working Monday–Thursday and the other Tuesday–Friday. The shifts would switch each year to evenly distribute Monday holidays and maintain fairness, service coverage, and team cohesion. The Town Manager stated the challenge is that in public works, splitting shifts would divide teams that normally work together, making it harder to complete tasks that require a full crew.

Mr. Reid provided comments on the proposed four-day workweek. In a recent meeting, he asked for more discussion on the topic and stated that he had not heard any citizen input. The next morning, he received six calls from citizens and business owners in opposition of the incentive and that they had been told they needed to contact him. Mr. Reid explained that it was a discussion topic and nothing had been finalized. He spoke on his service to the citizens of the Town, adding that he does not need anyone from the Council telling citizens to speak to him on an issue. He stressed that better teamwork is needed for the Town to continue to move forward.

**TOWN MANAGER'S REPORT**

Town Manager Davis provided feedback from Mr. Hardy's inquiry and explained that the Town offers a 3% discount to businesses that pay the meals tax on time, as allowed under the June 2000 town ordinance and permitted but not required by state code 58.1-3840. The discount serves as compensation for businesses' compliance and timely remittance. If all projected \$3.8 million in meals tax revenue qualified for the discount, the town would forgo up to \$114,000, though the actual amount is likely lower since not all payments are made on time. Town Attorney Elder had shared with Ms. Moore that the discount also helps the town avoid costly and complex enforcement actions for delinquent taxes. Mr. Hardy expressed appreciation for the information provided.

**COMMENTS BY MAYOR AND TOWN COUNCIL**

Mr. Hardy shared that several County Board of Supervisors members contacted him about the proposed 4-day work week. Their concerns were mainly about losing a weekday of public services, especially given recent tax increases. He emphasized his proactive approach to community engagement, regularly reaching out to residents and local business owners for input rather than waiting for them to attend meetings. Mr. Hardy also advocated for allowing remote participation in meetings, noting that Planning Commissioner Weiss has been able to attend the county planning meetings remotely but misses town planning meetings without that option. He believes offering virtual access would modernize operations and increase participation. He concluded his comments by stressing the importance of strengthening the town's emergency reserves, as there have been infrastructure issues like frequent water main breaks. He suggested reducing spending in coming years to build savings, earn interest, and limit the need for borrowing.

The Town Manager explained that virtual participation in meetings requires passing an ordinance and since no such ordinance exists, only those attending in person can participate. Attorney Catherine Douglass spoke confirming this and noted that most localities have adopted ordinances and updated policies outlining procedures for virtual participation. She offered to research the requirements and provide guidance if the Council is interested.

Mr. Yoelin expressed appreciation for the care he received recently from an unexpected medical event. He commented on everyone's support and thanked all for their efforts.

Mr. Dwyer shared an idea he heard from a resident and friend who is from Pennsylvania. The concept is that when significant snow is expected, residents park on one designated side of the street or in their driveways so that public works crews can fully clear the other side. After that side is cleared, cars can return to normal parking. He suggested this as a practical approach to improve snow removal and reduce leftover ice and snow buildup in neighborhoods.

Mrs. Amos thanked the Town's public works staff for their excellent snow removal efforts and their work with the numerous water main breaks recently.

Mr. Dwyer suggested using the Town's alert system to notify residents to move their vehicles to a designated side of the street on certain nights, possibly alternating sides each year for fairness. Council members were amenable to the Town Manager and Public Works staff exploring the idea further. The Town Manager asked whether the practice would be enforced by ordinance or simply requested with Mr. Dwyer responding that the legal specifics were not known.

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Mayor Vincent expressed appreciation for the public works department, sharing that comments were received from two snow removal contractors from other counties, praising the town's snow removal efforts. He reiterated the rescinding of the four-day work week incentive and stated it is disappointing when policy discussions turn into personal attacks which are becoming more evident in local politics. The Mayor concluded his comments with the idea that we should focus not on chaos but on community which has always been his mission.

With no other business and on a motion by Mr. Reid, seconded by Mr. Pairet, with all stating "aye" in favor, the meeting adjourned at 7:30 PM.

APPROVED:

ATTEST:

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Brian R. Vincent, Mayor

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Mary H. McKay, Clerk of Council