REGULAR WORK SESSION OF THE FARMVILLE TOWN COUNCIL HELD ON JULY 6, 2022

At the regular work session of the Farmville Town Council held on Wednesday, July 6, 2022, at 11:00 AM, in the Council Chamber of the Town Hall, 116 North Main Street, Farmville, Virginia, there present were Mayor D.E. Whitus, presiding, and Council members D.L. Hunter, T.M. Pairet, A.D. Reid, B.R. Vincent, G.C. Cole, and D.E. Dwyer.

Staff present were Town Manager C. Scott Davis, Chief of Police Andy Ellington, Director of Finance Julie Moore, IT Support Ashley Austin, Deputy Clerk Jacqueline Vaughan, and Clerk Mary McKay.

Mayor Whitus called the work session to order.

The Clerk called the roll, noting Council member S.O. Amos as absent.

INTRODUCTION OF FARMVILLE POLICE DEPARTMENT NEW OFFICERS

An introduction of the Department's new officers was made by Chief of Police Andy Ellington. Officer Kelsey Snead and Officer Dante Parker were introduced and then welcomed by Mayor Whitus.

DISCUSSION: COMMUNITY DEVELOPMENT FEE SCHEDULE

For discussion purposes, Town Manager reported on the details of the fee schedule and noted the purpose of the fees is to recoup some of the costs incurred so taxpayers don't solely pay for a service that would be for a single individual or entity. A comparison listing of fees of other localities was provided to Council members. After discussion, Mr. Hunter inquired if a review could be made of some of the major fees for services that were provided in the last year or two to see what monies would be recouped. Town Manager advised an estimate on some of these fees could be provided to Council.

ADOPT RESOLUTION 2022-07-01 POLICE VEHICLE CAPITAL LEASE PROGRAM

Mr. Hunter made a motion to approve the request to adopt Resolution 2022-07-01 Police Vehicle Capital Lease Program, seconded by Mr. Reid, and with a recorded vote of Council members Vincent, Reid, Pairet, Hunter, Dwyer, and Cole voting "yes", the motion passed.

BACKGROUND: Town Manager reported a resolution is needed for the financing company to lease five vehicles for this budget year.

INCUMBENCY CERTIFICATE/CORPORATE RESOLUTION

I, Mary McKay, Town Clerk of Town of Farmville, VA a Virginia Municipal Corporation (herein the "Corporation"), do hereby certify:

1. That I am the duly appointed, qualified and acting Town Clerk of the Corporation and have the custody of the corporate records, minutes and corporate seal.

2. That the following named person(s) has/have been properly designated, elected and assigned to the office in the Corporation as indicated below; that such person(s) hold(s) such office at this time and that the specimen signature appearing beside the name of each officer is his or her true and correct signature.

NAME	TITLE	SIGNATURE
C. Scott Davis	Town Manager	____________________

3. That a meeting of the Town Council of the Corporation (the "Council") was duly called, convened and held on 7/6/2022 at which meeting a quorum was present and voted throughout and approved the following resolution:

WHERAS, the Council has determined it is in the best interest of the Corporation to undertake the financing of the purchase of police vehicles (the "Project"), and the Town Manager has now presented a proposal for the financing of such Project;

WHERAS, HomeTrust Bank has indicated its willingness to provide financing for the Project in accordance with its proposal dated June 15, 2022. The amount financed shall not exceed $180,000, the annual interest rate (in the absence of default or change in tax status) shall not exceed 2.75%, and the financing term shall not exceed five years from closing;

WHEREAS, the Corporation wishes to enter into a Municipal Lease and Option Agreement ("Lease") dated 7/8/2022 by and between HomeTrust Bank as "Lessor" and Town of Farmville, VA as "Lessee";

WHEREAS, all lease payments due by the Corporation pursuant to the Lease for fiscal year ending June 30, 2023 are within an available, unexhausted and unencumbered appropriation;

NOW, THEREFORE, BE IT RESOLVED, that the Corporation be, and hereby is, authorized to enter into the Lease with HomeTrust Bank for a period of 5 years, and be it further;

RESOLVED, that the above named officer(s) of the Corporation be, and hereby is/are authorized, empowered and directed to sign on its behalf, the Lease and any addenda, schedules, notes, UCC Financing Statements or any other instruments issued under the provision of the Lease and any other instrument or document which may be necessary or expedient in connection with the fulfillment of the provisions of the Lease; also to include the Director of Finance to be included in the signing of any disbursements, and be it further;

RESOLVED, that the Corporation has not and will not issue more than $10 Million in debt during the calendar year in which the Lease is written, in order that this transaction be in compliance with the "Small Issuer Exemption" as defined in Section 265(b) of the *Internal Revenue Code of 1986*, as currently amended.

IN WITNESS WHEREOF, I have duly executed this certificate and affixed the seal hereto this 7/8/2022.

Seal of
Corporation

____
Town Clerk

Date: 7/8/2022

REQUEST AUTHORIZATION FOR TOWN MANAGER TO SIGN A CONTRACT WITH LABELLA

Mr. Reid made a motion to authorize the Town Manager to sign a contract with LaBella, seconded by Mr. Dwyer, and with Council members Cole, Dwyer, Hunter, Pairet, Reid, and Vincent voting "yes", the motion passed.

BACKGROUND: Town Manager reported the Town currently is under contract with LaBella, the engineering firm for the closed landfill. The authorization request is to sign a renewal contract with LaBella. Town Manager reported the renewal contract is a budgeted item.

Mr. Pairet inquired if there will be an end date for the engineering services. Town Manager reported ongoing services are needed due to some higher-level gas readings. Some groundwater monitoring continues due to some leakage that the Town is trying to correct. Mr. Pairet inquired if this is the "best-case scenario as far as cost in monitoring and taking care of our landfill." Town Manager advised there are still certain requirements to meet during the post closure that the Town will be always responsible for.

DISCUSSION: PROPOSE NEW SCHOOL ZONE SPEED MONITORING DEVICES FOR GRIFFIN BLVD

Mr. Hunter made a motion to have an Ordinance drafted for the speed monitoring devices and signage to be ordered, seconded by Mr. Cole, with all Council members voting "aye", the motion passed.

BACKGROUND: Chief of Police Andy Ellington reported on a topic recently discussed at the last Public Safety Committee Meeting of a proposal for speed enforcement cameras. A two-day study was completed on Griffin Boulevard, in the school zone behind Longwood University. Chief reported on the civil fine process, the statistics from the study, and the associated costs and savings for the Town. The proposed area will be from High Street to Edmunds Street on Griffin Boulevard.

DISCUSSION: TRANSFERRING FUNDS OVER TO LOCAL GOVERNMENT INVESTMENT Town Manager noted the Town's financial policies allow for investment in the Local Government Investment Pool. Finance Director advised with LGIP, all governments can invest and pull their funds together to get better rates. Currently the Town is earning .015 interest on its accounts at the bank and the LGIP interest rate is significantly higher at 1.7%. If a request is made for funds at 10:00 AM, monies are available by 3:00 PM the same day. Finance Director suggested to move the ARPA money and any restricted funds to LGIP to earn a better interest rate.

DISCUSSION: UTILITY ADJUSTMENT POLICY

Town Manager reported on the proposed changes. The policy would be updated to reflect how the utility adjustment requests are processed. Each adjustment would cover one incident instead of one billing cycle, and an adjustment would be made only if the usage that was billed is at least 150% of the average usage for the account. The appeal process in Section 5 of the policy would be updated to make it more staff oriented instead of having to come to Council for appeals. The proposed policy changes were discussed at the June 30, 2022 Finance and Ordinance Committee meeting. Mr. Pairet suggested that accounts that are affected be in good standing before adjustments are made. Finance Director reported on the new application process for adjustments which would include submitting supporting documentation for the request. Town Manager noted a Resolution will be brought forward to the July 13, 2022 Regular Council Meeting.

DISCUSSION: AMENDMENTS TO THE ZONING ORDINANCE

Town Manager reported the Planning Commission held a Public Hearing and reviewed some changes to the current zoning ordinance, specifically changes to height regulations and changes to sign regulations. The ordinance needed to be adjusted as there was a need for some larger signs. The proposed changes include height regulations for certain structures. Town Manager noted the changes as recommended by the Planning Commission, and a Public Hearing for the proposed ordinance is set for the August 10, 2022 Regular Council Meeting.

Mr. Cole noted, as mentioned at the last Finance and Ordinance Committee meeting, a possible issue of being too restrictive in limiting new flagpoles to a height of 20 ft. Town Manager advised the size and height of the flagpole regulates the size of the flag that may hang from the pole.

DISCUSSION: REQUEST TO EXTEND ORDINANCE NO. 195 DEADLINE

Mr. Cole made a motion to authorize the Town Manager to move forward with amending Ordinance no. 195 to extend the timeline, seconded by Mr. Hunter, and with all Council members voting “aye”, the motion passed.

BACKGROUND: Town Manager reported on a request made to Council from the VanRomondts which would require an adjustment to Ordinance no. 195 which set the reimbursement and the time period for sewer/water taps received at the onset of the COVID pandemic. The Town Attorney was asked to review the Ordinance to see if it could be extended. A new ordinance would need to be passed extending the timeline for all eligible individuals. Town Manager noted of those who purchased the taps by the time that was specified, the VanRomondts were the only individuals who did not receive their occupancy permit by the deadline. After some discussion, Mr. Cole noted the Finance and Ordinance Committee recommended extending the timeline.

OTHER MATTERS THAT MAY COME BEFORE THE COUNCIL

Town Manager reported meeting with the Prince Edward County Administrator concerning the non-profit organization, the Mary E. Branch Community Center. The group is wanting to move forward in finding ways to rehabilitate the Mary E. Branch school building and the Town of Farmville and Prince Edward County are trying to assist them. There is a grant opportunity for an Industrial Revitalization Fund Grant through the Department of Housing and Community Development (DHCD) with a mid-August deadline. A locality can assist the non-profit group and apply for the grant. Town Manager reported a Resolution will be brought forward at the July 13, 2022 Council meeting seeking that the Town apply for a grant through DHCD. A discussion was held on the matching funds for the grant.

Mr. Reid made an inquiry on the Fireworks After Dark event held on July 2, 2022. Chief of Police Andy Ellington reported the downtown event was a huge success with many positive comments being received. No incidents were reported.

Mr. Hunter made a motion to adjourn, Mr. Dwyer seconded, and with all Council members voting “aye”, the meeting adjourned at 11:47 AM.

APPROVED: ATTEST:

David E. Whitus, Mayor Mary H. McKay, Clerk