

**WORK SESSION OF THE FARMVILLE TOWN COUNCIL**  
**HELD ON DECEMBER 3, 2014**

At the regular work session of the Farmville Town Council held on Wednesday, December 3, 2014, at 11:00 a.m., in the Council Chamber of the Town Hall located at 116 North Main Street, Farmville, Virginia, there present were Mayor D.E. Whitus, presiding, and Council members D.E. Dwyer, D.L. Hunter, S.B. Thompson, T.M. Pairet, A.D. Reid, J.J. Davis and G.C. Cole.

Staff present was Town Manager, Gerald Spates and Town Clerk, Lisa Hricko.

Mayor Whitus called the meeting to order and the December 2014 agenda items were presented for discussion.

**CONSENT AGENDA**

The consent agenda contains the draft minutes of the November 5<sup>th</sup> work session and the November 12<sup>th</sup> Council meeting, along with the Treasurer's Report. Mayor Whitus said the consent agenda will be approved as one item, with no discussion. He said, if a member wishes to discuss an item included in the consent agenda, they must ask that the item be removed from the consent agenda, prior to its approval.

**TOWN MANAGER'S REPORT**

- Town Attorney – the Town received six (6) proposals for the Town Attorney vacancy. Mayor Whitus recommended the Personnel Committee interview the attorneys/law firms and present their recommendation to Council at the December 10<sup>th</sup> Council meeting;
- Chief of Police vacancy – to date, the Town has received approximately 40 applications. The Personnel Committee will begin the application review process and schedule interviews with the most qualified applicants. From those candidates, the most qualified will be interviewed by Town Council.
- Interim Chief of Police – Mayor Whitus recommended that the Personnel Committee make a recommendation to Council at the December 10<sup>th</sup> Council meeting on an interim Chief of Police;
- Firemen's Sports Arena – update on ongoing renovations;
- LOVE dedication – December 19<sup>th</sup> at 12:00 noon – members from the Town, County, Downtown Farmville and the Chamber will be present;

- Burn Building – anticipate beginning site work after the first of the year, still waiting to hear if the County will be contributing financially to the project;
- Council Retreat – report has been e-mailed to Council members;
- ICA, Farmville – economic impact study should be complete by the end of December;

### **COMMITTEE REPORTS**

Mayor Whitus asked Committee Chairs if they had any information they wished to share with Council:

Finance and Ordinance Committee, Chairman Davis, - at the November Council meeting, Mr. Davis presented members with draft travel policies for Town employees and Council members. He said the Committee would like to amend those policies, as follows under Disallowed Expenses, change the wording to read *non-conference expenses for spouses or guests*. Mr. Davis said the Committee is recommending that if a ticketed event is part of the conference, then the cost should be an allowed expense.

Public Safety Committee, Chairman Hunter, - no information at this time;

Town Asset and Resource Committee, Chairman Pairet, - Mr. Pairet said at the December Council meeting, he will be presenting the Committee's recommendation for consideration of a location for a dog park. The Committee has looked at several pieces of property and agree the site located by DMV would be the most suitable for a dog park. The Town owns two lots on Virginia Street and Mr. Spates has approached Mr. Fred Pearson, the adjacent property owner, regarding the availability of his two lots, which would make the park approximately three fourth of an acre.

Mr. Pairet said Mr. Pearson has indicated he would swap his two parcels for three water and sewer taps. Mr. Spates said taps cost \$4,000 each; however, the cost of materials for a tap is much less than the \$4,000 fee. Members presented their questions and concerns. They discussed the value of the property verses the value of the tap fees. Some members stated they felt the tap fees of \$24,000 were excessive for the value of the property. Mr. Spates said tap fees are set to help offset improvements to the system and when taps are made, it generates revenue for the Town. Discussions continued. Members asked that the Town Manager renegotiate for the parcels.

Community Development and Marketing Committee, Chairman Thompson, - Committee meets Thursday, December 4<sup>th</sup>.

Personnel Committee, Chairman Reid, - The Committee will be meeting to review the proposals for the Town Attorney appointment and applications for the position of Chief of Police.

### **TOWN COUNCIL'S VISION STATEMENT**

At the Council retreat held in October, Mr. Cole agreed to write Council's new vision statement. Mr. Cole said after reviewing Town Council's vision statement that is on the Town's website, he feels the statement covers this Council's "vision". Mr. Cole said he will be recommending Council change the date on the vision statement from 2020 to 2030 and readopt the vision. He said Council's new "aspirations" will need to be written from information gathered from the October retreat.

### **COUNCIL MEETING INVOCATIONS**

Mayor Whitus reminded members that Reverend Price will no longer be offering the invocation at Town Council meeting. He suggested that Council members rotate monthly and either offer the invocation themselves or invite a clergy member from the community to offer the invocation. Discussions followed.

Council directed the Town Clerk to send letters to all community clergy members inviting them to participate in offering the innovation at the monthly Town Council meeting. The Town Clerk will coordinate the rotation.

### **THE TOWN MANAGER COMMENTED ON THE FOLLOWING MATTERS:**

Mr. Spates shared with Council a request for consideration of a tap fee adjustment on behalf of the Longwood Real Estate Foundation. In 2008, taps were installed for the maintenance building at Lancer Park, at a cost of \$15,000. At the request of the Real Estate Foundation, the Town allowed the contractor to use the taps for their office during the construction of the project, with the agreement that the Foundation would pay the tap fees when they were put in use. The Town was not notified when the taps were put in use and began billing the Foundation the tap fees in 2010. With the interest, the bill is now approximately \$19,000. Mr. Spates said Mayor Whitus was contacted by Longwood. Mayor Whitus said the University has asked if any concessions could be considered on the tap fees. Brief discussions took place.

Mr. Spates said the Treasurer's Office informed him that Longwood University had a water/sewer bill of \$41,000; the usual bill for the University library is approximately \$1,000 to \$1,200 monthly. Longwood was contacted and a water shut off solenoid valve had failed,

causing water to run out continually from the tank. Members discussed possible adjustments. The Town Manager was directed to gather additional information and provide members with a copy of the Town's policy on water/sewer adjustments.

In addition, Mr. Spates informed Council that since the new booster station has been on-line, the town has saved \$32,000 in electricity cost alone; Longwood University reported an oil spill of approximately ten (10) gallons. The oil has been contained and is being cleaned up. Members were also provided copies of the Downtown Farmville monthly report,

**THE MAYOR AND COUNCIL MEMBERS COMMENTED ON THE FOLLOWING MATTERS:**

Vice Mayor Reid questioned if the Parking Agreement the Town entered into with Longwood University would affect any of the residential parking in that area. Mr. Spates said no, it would not. Vice Mayor Reid then asked if the Parking Lease Agreement between the Town of Farmville and Bank of America, Longwood would transfer to First Bank VA, when the bank is sold. Mr. Spates said he thought the contract would transfer to the new bank.

**EXECUTIVE SESSION**

On motion by Mr. Davis, seconded by Mr. Hunter and with all Council members voting "aye", Council went into Executive Session pursuant to **Section 2.2-3711.A.1** of the Code of Virginia, as amended for discussion of the appointment of a Town Attorney of the Town of Farmville and discussion of applicants for the position of Chief of Police of the Town of Farmville

On motion by Mr. Reid, seconded by Mr. Davis and with all Council members voting "aye", Council returned to the regular order of business.

On motion by Mr. Davis, seconded by Mr. Reid and with a recorded vote with Council members Dwyer, Hunter, Thompson, Pairet, Reid, Davis and Cole voting "aye", Council approved the following resolution:

**CERTIFICATION OF CLOSED MEETING**

WHEREAS, the Farmville Town Council has convened a closed 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 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: 7 "ayes", 0 "noes"

MOTION: Davis

SECOND: Reid

AYES: Dwyer, Hunter, Thompson, Pairet, Reid, Davis, and Cole

NOES: none

ABSENT DURING VOTE: none

ABSENT DURING MEETING: none

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Clerk

There being no other business, the meeting adjourned.

APPROVED:

ATTEST:

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Mayor David E. Whitus

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Lisa M. Hricko, Clerk