

REGULAR MEETING OF THE FARMVILLE TOWN COUNCIL
HELD ON JUNE 10, 2015

At the regular meeting of the Farmville Town Council held on Wednesday, June 10, 2015, 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 and G.C. Cole. Council member J.J. Davis was absent.

Staff present was Town Manager, Gerald Spates; Town Attorney, Andrea Erard; Chief of Police, Curtis Davis; Town Treasurer, Carol Anne Seal; Director of Public Works, Robin Atkins; Town Planner, Cindy Morris and Town Clerk, Lisa Hricko.

Mayor Whitus called the meeting to order and welcomed guests. Reverend Ronnie Kiehm, Senior Pastor of the Farmville Baptist Church provided the invocation and Vice Mayor Reid led the Pledge of Allegiance.

PUBLIC COMMENT PERIOD

Mayor Whitus opened the public comment period and reminded guests to limit their comments to three minutes.

Ms. Dee Cook, Membership Development Specialist with the Virginia Farm Bureau Federation addressed Town Council. Ms. Cook asked for Council's support with the Prince Edward Farm Bureau's Main Street Agriculture event planned for September 10, 2016. She stated it is a regional event that will include Farm Bureaus from the counties of Prince Edward, Cumberland, Nottoway, and Charlotte along with the Farmville Downtown Partnership organization. The Main Street Agriculture (MSA) program is an interactive experience between County Farm Bureau volunteer leaders, community agriculture-related organizations, community leaders, local farmers and the general public designed to: educate, encourage, inspire and support the Virginia Farm Bureau mission. The event is to take place beginning at Riverside Park with controlled livestock and agriculture education exhibits, ending at 4th Street with exhibitors on 2nd Street at North Street between Main Street and 3rd Street to the Farmer's Market. Ms. Cook is requesting livestock be permitted at Riverside Park and the closing of 2nd Street at North Street between Main Street and 3rd Street, beginning at 7:00 am through 6:00 pm on Saturday, September 10, 2016. Ms. Helen Persons past Director of Farmville Downtown Partnership was

also present and spoke briefly on the event. Ms. Person stated the Board of the Farmville Downtown Partnership has discussed the event and supported Farmville Downtown Partnership's participation. Brief discussions took place and Mayor Whitus recommended this request be referred to the Town Asset and Resource Committee for further discussion.

Ms. Jennifer Cox, Director of Commuter Life for Longwood University updated Council on student enrollment and on upper classmen living off campus.

REQUEST APPROVAL OF CONSENT AGENDA

On motion by Mrs. Thompson, seconded by Mr. Hunter and with all Council members voting "aye", the motion to approve the consent agenda as presented, was approved.

REQUEST APPROVAL OF TREASURER'S REPORT

On motion by Mr. Hunter, seconded by Mr. Reid and with all Council members voting "aye", the motion to approve the Treasurer's Report as submitted, was approved.

REQUEST AUTHORIZATION TO PAY BILLS

On motion by Mr. Pairet, seconded by Mr. Reid and with a recorded vote with Council members Dwyer, Hunter, Thompson, Pairet, Reid and Cole voting "aye", the motion to authorize the Town Treasurer to pay the bills as submitted was approved.

TOWN MANAGER'S VERBAL REPORT

Mr. Spates provided a verbal report on various town projects. Some projects mentioned were:

- Patrick Henry Boys Home – working on the closing of the old library building;
- Lease Agreement with FACES – Council approved the Agreement and it is being presented to the FACES Board for their approval;
- Leachate Agreement – working with Cumberland County on the Agreement and the Town is processing the County's leachate;
- Farmville Regional Airport – working on the tie down regulations and Standard Operating Procedures for the Airport, along with a RFP for a Fixed Base Operator;
- Sale of the Mottley Lake property – have had two inquiries on the property, waiting on responses;
- Dog Park – fence bids range between \$13,000 to \$13,800, the Town will receive \$15,000 from two donors and Mr. Spates stated he would like to move forward with Phase 1 - clearing/grading and having the fence installed.

REQUEST AUTHORIZATION TO BEGIN PHASE 1 OF THE DOG PARK

On motion by Mr. Reid, seconded by Mrs. Thompson and with a recorded vote with Council members Dwyer, Hunter, Thompson, Pairet, Reid and Cole voting “aye”, the motion to begin Phase 1 of the Dog Park was approved. Phase 1 includes clearing/grading the property and to award the bid on the installation of the fence, with costs not to exceed \$15,000.

BACKGROUND: Members spoke in support of the Dog Park and discussed the measurements of the large and small dog fenced areas, along with questions regarding lighting.

Council returned to the Town Manager’s Report:

- Christmas tree Plaza – cost estimate to move caboose is \$12,800, estimated cost to expand the plaza area is \$48,800. Members questioned if the needed funds would come from the current budget or would the proposed 2015-2016 budget need to be amended. Mr. Spates stated the funds would come from the next budget year. Mayor Whitus spoke in support of the project.
- Waterline Break – the break caused a water loss of close to one million gallons, the system did not lose pressure and no boil water notice was issued. Since the breakage, the alarm system has been improved and when a tank loses water unexpectedly, it will automatically call the numbers that are programmed in the system. Robin Atkins, Director of Public Works spoke on the water break and pipe conditions;

STANDING COMMITTEE REPORTS – VERBAL REPORTS BY COMMITTEE CHAIRS

Finance and Ordinance Committee, Chairman Davis – Mr. Davis was not present and Mayor Whitus stated the Committee had no report;

Public Safety, Chairman Hunter – Mr. Hunter stated the Committee has no report at this time;

Town Asset and Resource Committee, Chairman Pairet – Mr. Pairet stated the Committee has no report at this time;

Community Development and Marketing Committee, Chairman Thompson – Mrs. Thompson stated the Committee has no report at this time;

Personnel Committee, Chairman Reid – Mr. Reid stated the Committee has no report at this time.

REQUEST ADOPTION OF 2015-2016 TOWN BUDGET

Prior to addressing the 2015-2015 Town Budget, Mr. Reid read the following statement and asked that it be recorded in the Minute Book. *“Under Section 2.2-3115.G of the Code of the Virginia, this notice shall serve as my declaration that I, Armstead Reid, Town Council member for the Town of Farmville, am able to participate in the transaction before Town Council this Wednesday, June 10, 2015 regarding the adoption of the 2015-2016 Town Budget. My wife Frances Reid is an employee of the Town of Farmville. I am able to participate in this transaction fairly, objectively and in the public interest.”*

On motion by Mr. Hunter, seconded by Mr. Cole and with a recorded vote with Council members Dwyer, Hunter, Thompson, Pairet, Reid and Cole voting “aye”, the motion to adopt the 2015-2016 Town Budget as presented was approved.

REQUEST ADOPTION OF TOWN ATTORNEY POLICY

On motion by Mrs. Thompson, seconded by Mr. Dwyer and with all Council members voting “aye”, the motion to adopt the “Town Attorney Policy” was approved. The policy is as follows:

Council Policy
Town Attorney

It shall be the policy of the Farmville Town Council that all requests for legal advice from the Town Attorney be channeled through the Town Manager’s office for accountability.

This does not prevent elected Town officials from contacting the Town Attorney, if an emergency should arise.

The Town Attorney will represent on his/her monthly bill contact made by Council and time spent whether billed or unbilled.

The Town Attorney shall submit his/her bill each month by the 25th of each month for payment at the following Council meeting.

REQUEST ON BEHALF OF THE LONGWOOD REAL ESTATE FOUNDATION TO ABANDON THE 10 FOOT X 40 FOOT ALLEY OFF REDFORD STREET

On motion by Mr. Hunter, seconded by Mr. Pairet and with a recorded vote with Council members Dwyer, Hunter, Thompson, Pairet, Reid and Cole voting “aye”, the request on behalf of the Longwood Real Estate Foundation to abandon the 10 foot by 40 foot alley located off Redford Street between Griffin Blvd. and Race Street to Longwood University was approved. The alley will revert to the adjacent property owner Longwood University.

BACKGROUND: Mayor Whitus stated the public hearing was held this evening and no one present commented on the alley abandonment.

ANNUAL APPOINTMENTS AND TOWN MANAGER'S ANNUAL PERFORMANCE EVALUATION

Mayor Whitus stated the Personnel Committee will be reviewing the annual appointments and the Town Manager's annual performance evaluation. The Committee will present their recommendations to Town Council.

REQUEST THE JULY 1, 2015 COUNCIL WORK SESSION BE CANCELLED

On motion by Mr. Reid, seconded by Mrs. Thompson and with all Council members voting "aye", the motion to cancel the July 1, 2015 regular work session was approved.

BACKGROUND: Mayor Whitus stated the July 1, 2015 work session was being cancelled due to the short work week and the light agenda.

REQUEST DISBANDING THE FARMVILLE LOCAL EMERGENCY PLANNING COMMISSION AND AUTHORIZE THE CREATION OF A JOINT LOCAL EMERGENCY PLANNING COMMISSION WITH PRINCE EDWARD COUNTY

On motion by Mr. Pairet, seconded by Mrs. Thompson and with a recorded vote with Council members Dwyer, Hunter, Thompson, Pairet, Reid and Cole voting "aye", the motion to disband the Farmville Local Emergency Planning Commission and create a Joint Farmville-Prince Edward Local Emergency Planning Commission was approved.

BACKGROUND: This matter was discussed at the March 26, 2015 joint meeting. Mr. Spates stated the creation of a joint LEPC can facilitate improved coordination, communications, planning and response for the citizens of Farmville and Prince Edward County.

REQUEST AUTHORIZATION FOR THE TOWN TO PARTICIPATE WITH PRINCE EDWARD COUNTY IN THE STORM READY COMMUNITY PROGRAM

On motion by Mr. Pairet, seconded by Mrs. Thompson and with a recorded vote with Council members Dwyer, Hunter, Thompson, Pairet, Reid and Cole voting "aye", the motion authorizing the Town of Farmville to participate with Prince Edward County in the Storm Ready Community Program was approved.

BACKGROUND: The Storm Ready Community Program encourages communities to take a proactive approach to improving local hazardous weather operation, which will help the Town and County better prepare for and diminish the effects of extreme weather related events.

EXECUTIVE MANSION CHRISTMAS TREE ORNAMENT

Mayor Whitus referred this matter to the Community Marketing and Development Committee.

BACKGROUND: Mr. Spates stated the Executive Mansion announced that the theme for its 2015 Holiday Tree will be “Celebrating Virginia’s Localities”. Each locality is asked to submit one hand-crafted ornament that uniquely represents their community. The holiday tree will be on view to the public throughout the season and will be seen by thousands of visitors to the Executive Mansion. Members were provided a copy of the guidelines for making and submitting the ornament.

PROPOSED ZONING ORDINANCE IN REGARDS TO THE NUMBER OF UNRELATED PERSONS LIVING IN A HOUSE IN A RESIDENTIAL ZONE

Mayor Whitus referred this matter to the Finance and Ordinance Committee.

BACKGROUND: Mr. Spates stated that he has been asked to look into drafting a more stringent ordinance that would address the number of unrelated persons living in a residential property in a residential district.

TOWN MANAGER AND/OR STAFF COMMENTS

Members received information on the status of the Atlantic Coast Line Pipeline.

Mr. Spates stated that for the upcoming budget year, Prince Edward County has appropriated \$25,000 to the Farmville Area Bus for bus routes provided in Prince Edward County, \$9,500 to the Farmville Regional Airport and \$2,500 to the Heart of Virginia fireworks. Mr. Spates stated that he and Mr. Perry Carrington addressed the Prince Edward County Board of Supervisors last evening to request an appropriation for the Town’s annual 3rd of July Fireworks Celebration.

Mr. Spates reminded Council of the upcoming 100 plus Mile Yard Sale taking place on July 4, 2015;

Council was informed that construction would begin soon on the new dialysis center located by Sunchase.

Chief Davis provided a brief summary on the Department’s May Crime Report. He stated the crime data is based on a month to month comparison over a five year period and noted the largest increase was in Larceny offenses, which includes shoplifting. He also updated Council on

the Department's monthly performance in community policing and mentioned that National Night Out is the first Tuesday in August – August 4, 2015.

MAYOR AND COUNCIL MEMBERS COMMENTS

Mr. Pairet thanked Mr. Spates, Mr. Atkins and the employees of the Public Works Department for their help in assisting him in cleaning up from the water line break on Main Street.

CLOSED MEETING - LEGAL CONSULTATION

On motion by Mr. Pairet, seconded by Mr. Hunter and with all Council members voting “aye”, Council went into closed session under **Section 2.2-3711.A.7** of the Code of Virginia for consultation with legal counsel regarding a specific legal matter – Virginia Procurement Act.

On motion by Mr. Reid, seconded by Mrs. Thompson and with a recorded vote with Council members Dwyer, Hunter, Thompson, Pairet, Reid and Cole voting “aye”, Council returned to the regular order of business.

Council took a five minutes recess in order for guests to exit the Council Chamber.

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: 6 “Ayes”, 0 “Noes”

MOTION: Pairet

SECOND: Thompson

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

NOES: None

ABSENT DURING VOTE: Davis

ABSENT DURING MEETING: Davis

Clerk

REQUEST AUTHORIZATION TO ADVERTISE A REQUEST FOR PROPOSALS FOR PROFESSIONAL ENGINEERING FIRMS WITH EXPERIENCE IN LANDFILL CLOSURE

On motion by Mr. Pairet, seconded by Mr. Hunter and with a recorded vote with Council members Dwyer, Hunter, Thompson, Pairet, Reid and Cole voting “aye”, the motion to advertise a request for proposals for qualified engineering firms with experience in landfill closure to provide professional services was approved.

There being no other business, the meeting adjourned.

APPROVED:

ATTEST:

David E. Whitus, Mayor

Lisa M. Hricko, Clerk