

**REGULAR MEETING OF THE FARMVILLE TOWN COUNCIL**  
**HELD ON WEDNESDAY, NOVEMBER 12, 2015**

At the regular meeting of the Farmville Town Council held on Wednesday, November 12, 2015, at 7:00 pm, in the Council Chamber of the Town Hall, located at 116 North Main Street, Farmville, Virginia, there present were Vice Mayor A.D. Reid, presiding and Council members D.E. Dwyer, D.L. Hunter, S.B. Thompson, T.M. Pairet, J.J. Davis and G.C. Cole. Mayor D.E. Whitus was absent.

Staff present was Town Manager, Gerald Spates; 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.

Vice Mayor Reid called the meeting to order. Mr. Davis provided the innovation and the Pledge of Allegiance was led by Mr. Hunter.

**PUBLIC COMMENT**

Vice Mayor Reid announced the public comment portion of the meeting. No one present wished to address Council.

**PUBLIC HEARING – PROPOSED BUDGET AMENDMENT**

Vice Mayor announced the public hearing on the proposed budget amendment. The Town Manager read the public hearing notice. No one present wished to address Council and the public hearing was closed.

**REQUEST APPROVAL OF THE CONSENT AGENDA**

On motion by Mr. Pairet, seconded by Mr. Hunter and with all Council members voting “aye”, the motion to adopt the consent agenda was approved. The consent agenda included the minutes of the October 7, 2015 regular work session, the October 9, 2015 special called Council meeting and the October 14, 2015 regular Council meeting.

**REQUEST APPROVAL OF THE TREASURER’S REPORT**

On motion by Mr. Hunter, seconded by Mrs. Thompson and with all Council members voting “aye”, the Treasurer’s Report was adopted, as presented.

**REQUEST AUTHORIZATION TO PAY THE BILLS**

On motion by Mrs. Thompson, seconded by Mr. Davis and with a recorded vote with Council members Dwyer, Hunter, Thompson, Pairet, Davis and Cole voting “aye”, the motion to pay the bills, as submitted was approved.

Vice Mayor Reid set the agenda aside in order to address the rezoning request by Mr. Michael Papandrea and the zoning amendment request on behalf of Mr. Russell Harper.

**REZONING REQUEST ON BEHALF OF MR. MICHAEL PAPANDREA TO REZONE TWO VACANT PARCELS ON LAYNE STREET**

On motion by Mr. Hunter, seconded by Mr. Dwyer and with a recorded vote with Council members Dwyer, Hunter, Thompson, Pairet, Davis and Cole voting “aye”, the motion to accept the recommendation to the Farmville Planning Commission and rezone the property on Layne Street identified as Parcel #0023000(007)00-004 and Parcel #0023000(0A)00-037A from Business District B-3 to Residential District R-3, was approved.

**BACKGROUND:** Mr. Michael Panandrea has requested that the two properties be rezoned in order to put in a duplex. The two vacant properties lie next to a Residential District R-3 zone. Multi-family dwellings are an allowed use in a Residential District R-3 zone, with a conditional use permit. The joint public hearing was held this evening, followed by a meeting of the Farmville Planning Commission.

**REQUEST BY MR. RUSSELL HARPER TO AMEND THE USES IN A BUSINESS DISTRICT B-4 ZONE**

On motion by Mr. Hunter, seconded by Mrs. Thompson and with a recorded vote with Dwyer, Hunter, Thompson, Pairet, Davis and Cole voting “aye”, the motion to accept the recommendation of the Farmville Planning Commission and amend the uses in a Business District B-4 zone to include: *Apartment, condominium and town house development. Overall density shall not exceed ten (10) dwelling units per acre. A conditional use permit shall be required*, was approved.

**BACKGROUND:** Mr. Spates stated several years ago, the Town removed residential uses from a Business District B-4 zone because they did not want a large number of single family residents built in a Business District B-4 zone. When the Town removed residential uses, apartments were also eliminated. Mr. Spates stated a Business District B-4 zone allows hotels, which are somewhat similar to apartments. The property Mr. Harper is interested in developing is located adjacent to Wal-Mart. The public hearing was held this evening and the Farmville Planning Commission is recommending amending the uses in a Business District B-4 zone.

The meeting returned to the regular order of business.

**TOWN MANAGER'S VERBAL REPORT ON VARIOUS PROJECTS**

Mr. Spates provided a brief update on the following projects:

- Dog Park – fence is up and the Town will be pouring concrete for the entryway tomorrow;
- Burn building – moving along nicely;
- Plaza – the Town will be working the Farmville Downtown Partnership on holiday decorations, Fuqua School cheerleaders will help “fluff” the tree Monday;
- Travis building – waiting on engineer’s report on the assessment of removing the roof. Mr. Spates stated from his initial conversation with the engineer, the Town would need to spend approximately \$25,000 to shor up the Marshall Elliott building before removing the roof. Another option would be to remove the roof; but leave the framework, which would not cause any damage to the adjacent building. Mr. Spates stated engineer’s report needs to be reviewed before any discussion can be made.
- Voluntary Boundary Adjustment – Prince Edward County has received all the maps and Mr. Ennis is working on the matter;
- Patrick Henry Boys Home – Mr. Pairet asked about the status of the closing. Mr. Spates stated he will follow up with the Town Attorney.

### **STANDING COMMITTEE REPORTS**

Verbal reports by Committee Chairs:

Finance and Ordinance, Chairman Davis – Mr. Davis asked members if they would like to meet with the auditors for an overview of the Town’s annual audit. Members stated no meeting is needed. Also Mr. Davis stated the Committee has reviewed the budget amendments, which consist of mostly grants that were not carried over from last year’s budget.

Public Safety, Chairman Hunter – Mr. Hunter stated there are no matters before the Committee;

Town Asset and Resource Committee, Chairman Pairet – Mr. Pairet stated the Committee is in the process of finalizing the details on the grand opening/dedication of the dog park. The Committee has also discussed the concerns expressed regarding vehicular traffic and pedestrian safety on Hill Street and the Avenues on Halloween.

Community Marketing and Development, Chairman Thompson – working with the Farmville Downtown Partnership on finalizing the Holiday Tree Lighting event;

Personnel, Chairman Reid – advertised for the Town Attorney position

### **REQUEST ADOPTION OF RULES FOR THE DOG PARK**

On motion by Mr. Hunter, seconded by Mrs. Thompson and with all Council members voting “aye”, the motion to adopt the dog park rules, as presented was approved.

**BACKGROUND:** Mr. Spates stated the rules are similar to those adopted by the City of Lynchburg. Adopting the rules gives the Farmville Police Department authority to enforce the regulations.

**REQUEST TO GRANT THE TOWN TREASURER AUTHORIZATION TO BALANCE THE REVENUE AND EXPENSE IN EACH FUND IN THE 2015-2016 TOWN BUDGET**

On motion by Mr. Hunter, seconded by Mr. Davis and with all Council members voting “aye”, the motion to grant the Town Treasurer authorization to balance the revenue/expense in each fund was approved.

**BACKGROUND:** The Town Treasurer stated when the 2015-2016 Town budget was adopted, the budget balanced; but, the revenue and expense in each fund did not equal. In the funds that have more revenue than expense, a contingency line needs to be added. To make all funds balance the general fund will need to transfer funds to the street and airport funds. Mrs. Seal stated this action will be done prior to adopting next year’s budget.

**GRANT THE TOWN TREASURER AUTHORIZATION TO PERFORM SEMI-ANNUAL BUDGET AMENDMENTS**

On motion by Mr. Davis, seconded by Mr. Pairet and with a recorded vote with Council members Dwyer, Hunter, Thompson, Pairet, Davis and Cole voting “aye”, the motion to grant the Town Treasurer authorization to perform semi-annual budget amendments and any use of contingency funds must be approved by Council, was approved.

**BACKGROUND:** The Town Treasurer stated she would prefer to make semi-annual budget amendments, in January and June. If she is unable to transfer funds to cover a line item being short – she will present the matter to Council for authorization to use contingency funds.

**ADOPT RESOLUTION 2-2015 BUDGET AMENDMENT**

On motion by Mr. Davis, seconded by Mr. Hunter and with a recorded vote with Council members Dwyer, Hunter, Thompson, Pairet, Davis and Cole voting “aye”, the motion to adopt Resolution 2-1015 Budget Amendment was approved.

RESOLUTION

BUDGET AMENDMENT 2-2015

WHEREAS, on June 10, 2015 , by Resolution, the Town of Farmville approved a FY 2015-2016 budget in a total amount of \$ 16,983,315.64 ; and

WHEREAS, on August 12, 2015 by Resolution, the Town of Farmville approved amending the FY 2015-2016 budget to a total amount of \$18,523,475.16; and

WHEREAS, the Town of Farmville has been notified of the receipt of grant funds to be awarded; and

WHEREAS, the Town of Farmville was awarded grant funds in FY 2014-2015 that were not carried over to the FY 2015-2016 Town budget; and

WHEREAS, the following revenue needs to be added in the following Funds:

\$3,829,354.00 in the General Fund;  
\$8,000.00 in the Water Fund;  
\$4,000.00 in the Sewer Fund;  
\$1,073,770.00 in the Airport Fund; and

WHEREAS, the Town of Farmville has applied for an additional grant of \$91,000.00 to be added in the General Fund; and

WHEREAS, the Farmville Town Council seeks to add these grant funds to the FY 2015-2016 budget so that they may be expended.

NOW, THEREFORE BE IT RESOLVED by the Farmville Town Council, at its regular monthly meeting, on the 12th day of November 2015, that a total of \$ 5,006,124.00 be added to the Farmville FY 2015-2016 budget, so that the amended total of the Town of Farmville’s FY 2015-2016 budget shall be \$23,529,599.16; and

BE IT FINALLY RESOLVED THAT \$5,006,124.00 shall be appropriated for expenditure in accordance with the FY 2015-2016 budget.

**BACKGROUND:** Mr. Spates stated the new 2015-2016 Town Budget total will be \$23,529,599.16.

**REQUEST FOR ADDITIONAL HOLIDAY HOURS AND AUTHORIZATION TO USE PERSONAL LEAVE TIME**

On motion by Mr. Thompson, seconded by Mr. Davis and with all Council members voting “aye”, the motion to grant employees an additional four (4) hours of holiday leave on Wednesday, November 25, 2015 and employees will use four (4) hours of personal leave time – Town Offices will be closed on Wednesday, November 25, 2015, was approved.

**BACKGROUND:** Trash routes will run as usual. Those employees will receive the additional four hours of holiday hours to use at a later date.

**DISCUSS HALLOWEEN CONCERNS**

Members spoke of the vehicle traffic on Hill Street and the Avenues and the large number of children trick or treating. Mr. Spates stated the Town Asset and Resource Committee has discussed this matter. Some options currently being considered are having designated street crossing areas and asking sorority or fraternity students with flashlights to assist children crossing the streets. Also local Virginia governments work with the University of Virginia on gathering information from other Virginia localities. The Town will be sending out a search to see how other localities handle similar situations.

Mr. Reid expressed concerns with pedestrian safety and suggested the cars park at the shopping center and walk to the Avenues. Mr. Hunter suggested this matter be referred to the Public Safety Committee. Mr. Reid referred the vehicle traffic and pedestrian safety concerns on Hill Street and the Avenues during Halloween to the Public Safety Committee.

**CANCEL THE DECEMBER 4, 2015 WORK SESSION**

The December work session was not cancelled.

**BACKGROUND:** Mr. Spates stated Liberty University is hosting one of the Presidential debates. He suggested the Vice-Presidential Debate Committee meet with officials from the City of Lynchburg and Liberty University prior to visiting Danville, Kentucky. Members agreed.

**REQUEST ADOPTION OF RESOLUTION THANKING FUQUA SCHOOL FOR HOSTING THE VETERAN'S DAY EVENT**

On motion by Mrs. Thompson, seconded by Mr. Pairet and with all Council members voting "aye", the recommendation by the Town Manager to adopt a resolution thanking Fuqua School for hosting the Veteran's Day community event at the Crute Stage was approved.

**BACKGROUND:** This is the second year that Fuqua School has held the event. Mr. Spates spoke of the event as being well planned and organized and asked that Fuqua School and those that organized the event be recognized.

**REQUEST ADOPTION OF RESOLUTION OF SUPPORT FOR THE TOWN'S APPLICATION FOR AN ALLOCATION OF FUNDS THROUGH THE VIRGINIA DEPARTMENT OF TRANSPORTATION FISCAL YEAR 2016-2017 REVENUE SHARING PROGRAM**

On motion by Mr. Hunter, seconded by Mr. Davis and with a recorded vote with Council members Dwyer, Hunter, Thompson, Pairet, Davis and Cole voting “aye”, the motion to adopt the resolution in support of the Town’s application for the Virginia Department of Transportation Revenue Sharing Program was approved.

**Resolution of the Town of Farmville for the  
VDOT Revenue Sharing Program for  
Street Milling and Paving  
Fiscal Year 2016-2017**

**WHEREAS**, at a Farmville Town Council meeting on November 12, 2015 the following resolution was adopted for the Town’s intent to participate in the Virginia Department of Transportation Revenue Sharing Program for FY 2016-2017; and,

**WHEREAS**, the Farmville Town Council desires to submit an application for an allocation of funds of up to \$425,000 through the Virginia Department of Transportation Fiscal Year 2016-2017 Revenue Sharing Program; and,

**WHEREAS**, \$425,000 of these funds are requested to fund improvements to include street milling and paving to Venable Street (.19 miles/from High St. to Main St.), Madison Street (.18 miles/both ends), Redford Street (.09 miles/on Griffin Blvd. side), Spruce Street (.13 miles), Pine Street (.10 miles), Franklin Street (.11 miles/2 sections), Wynne Drive (.13 miles), Race Street (.29 miles), Hooper Street (.08 miles), Vine Street (.06 miles) and South Main Street (.6 miles/Gross Street to Advance Auto), for a total of approximately 1.96 miles and,

**WHEREAS**, the VDOT Revenue Sharing Program requires a local match on a dollar-for dollar basis, which can come from the locality’s general fund. Other VDOT administered fund sources including street maintenance funds cannot be considered as the match. The Town’s match for this \$425,000 Revenue Sharing Program allocation would be \$425,000 for a total project cost of \$850,000; and,

**NOW, THEREFORE, BE IT RESOLVED THAT:** The Town Council of Farmville hereby supports this application for an allocation of \$425,000 through the Virginia Department of Transportation Revenue Sharing Program.

**BE IT FURTHER RESOLVED THAT** the Farmville Town Council hereby grants authority to the Town Manager to execute project administration agreements for any approved Revenue Sharing Projects.

Adopted this 12<sup>th</sup> day of November, 2015 by the Farmville Town Council, Farmville, Virginia.

**BACKGROUND:** Mr. Spates stated the resolution is needed for the Town to apply for revenue sharing funds. The funds will be used to assist the Town in paving the Town streets in and around Longwood University for the upcoming Vice-Presidential Debate.

**REQUEST ON BEHALF OF MR. AND MRS. JOHN WINGO FOR A CONDITIONAL USE PERMIT TO OPERATE AT BED AND BREAKFAST**

On motion by Mr. Davis, seconded by Mr. Pairet and with all Council members voting “aye”, the motion to refer the request for a conditional use permit by Mr. and Mrs. Wingo to operate a bed and breakfast at their residence, 1103 Barrow Street, Farmville to the Farmville Planning Commission was approved.

**BACKGROUND:** The property is zoned Residential District R1A and a bed and breakfast is an allowed use with a conditional use permit.

**THE TOWN MANAGER AND/OR STAFF COMMENTS**

Mr. Spates shared with Council a letter he received from the Prince Edward Farmville Youth Association thanking the Town for its support and offering the use of their facility for the Town’s basketball program in November and December, at no charge. In addition, Mr. Spates provided Council a copy of the letter he received from Rodney Lewis, Market Manager of the Farmville Community Marketplace. Mr. Spates and members of Council expressed appreciation to Mr. Lewis for his hard work and dedication to the Community Marketplace and spoke of the Market’s success.

Mr. Robin Atkins, Director of Public Works stated the waste stations have been installed at the dog park and the water stations will be winterize as the season turns colder. He provided an update on the Town’s fall clean-up campaign and the leaf season pick up.

**MAYOR AND COUNCIL MEMBERS COMMENTS**

Mr. Hunter asked that Council consider paving the parking lot at the Firemen’s Sports Arena in next year’s budget and that thought be given to adding a covered drive up lane.

Mr. Davis asked if the Town had received the cost estimate on the Osborne Road project. Mr. Spates stated he had not.

**CLOSED SESSION – PRIVACY OF INDIVIDUALS**

On motion by Mr. Davis, seconded by Mr. Hunter and with all Council members voting “aye”, Council went into closed meeting pursuant to Section 2.2-3711A.4 of the Code of Virginia, for the protection of the privacy of individuals in personal matters not related to public business.

Council took a five (5) minute recess.

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

**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”

MOTION: Hunter

SECOND: Thompson

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

NOES: None

ABSENT DURING VOTE: Mayor Whitus\*

ABSENT DURING MEETING: Mayor Whitus\*

\*Vice Mayor Reid presided over the meeting.

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Clerk

There being no other business, the meeting adjourned.

APPROVED:

ATTEST:

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A.D. Reid, Vice-Mayor

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Lisa M. Hricko, Clerk