REGULAR COUNCIL MEETING OF THE FARMVILLE TOWN COUNCIL
HELD ON FEBRUARY 8, 2017

Mayor Whitus called to order the regular meeting of the Farmville Town Council held on Wednesday, February 8, 2017 at 7:00 p.m. in the Council Chamber of the Town Hall located at 116 North Main Street, Farmville, Virginia.

Present at the meeting were Mayor D.E. Whitus, presiding and Council members D.E. Dwyer, S.B. Thompson, T.M. Pairet, A.D. Reid, J.J. Davis and G.C. Cole.

Council member D.L. Hunter was absent.

Staff present was Town Manager, Gerald Spates; Town Attorney, Gary Elder; Chief of Police, Andy Ellington; Town Treasurer, Carol Anne Seal; Director of Public Works, Robin Atkins; Town Planner, Cindy Morris and Town Clerk, Lisa Hricko.

Mayor Whitus welcomed guests; followed by Mr. Cole giving the invocation and Mr. Reid led the Pledge of Allegiance.

PUBLIC COMMENT PERIOD

Ms. Kelly Commer, Farmville resident, Longwood Alumni and representative of the Fish n’ Pig, addressed Council about the lack of accessible transportation for many of the local citizens. Ms. Commer stated her awareness and appreciation for the previous committee that was formed to address the transportation needs (the joint Greyhound Bus Committee); she then expressed her interest and offered to be involved with the Committee. Ms. Commer recognized the FAB (Farmville Area Bus) as a substantial service to the local residents but spoke of the limitations of the bus routes and time restraints due to scheduling. Ms. Commer again expressed the willingness of the Fish n’ Pig to support and be involved in any future discussions about the need of additional transportation in Farmville.

Ms. Jen Cox, Director of Local and Community Relations for Longwood University, addressed Council, updating members on various items. Mentioned were:

- 312 Longwood University students have completed the application and requirements to live off campus for next year and that number is subject to increase. Ms. Cox stated on behalf of Longwood University, she wanted to thank the Town for its partnership and support in the Vice Presidential Debate and surrounding events. She spoke of the Debate’s success and shared various marketing value statistics. In addition, Ms. Cox updated Council on various university events.
REQUEST APPROVAL OF THE CONSENT AGENDA

On motion by Mrs. Thompson, seconded by Mr. Cole and with all Council members voting “aye”, the consent agenda was approved as submitted.

BACKGROUND: The consent agenda includes the draft minutes of the January 4, 2017 regular work session meeting and the draft minutes of the regular January 11, 2017 Council meeting.

REQUEST APPROVAL OF THE TREASURER’S REPORT

On motion by Mr. Davis, seconded by Mr. Cole and with a recorded vote with Council members Dwyer, Thompson, Pairet, Reid, Davis and Cole voting “aye”, the motion to approve the Treasurer’s Report as presented was approved.

REQUEST AUTHORIZATION TO PAY THE BILLS

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

REQUEST AUTHORIZATION TO ADVERTISE A PUBLIC HEARING FOR A CONDITIONAL USE PERMIT ON BEHALF OF THE SOUTHSIDE CENTER FOR VIOLENCE PREVENTION/MADELINE’S HOUSE

On motion by Mrs. Thompson, seconded by Mr. Cole and with a recorded vote with Council members Dwyer, Thompson, Pairet, Reid, Cole and Davis voting “aye”, the motion to authorize a public hearing for a conditional use permit on behalf of the Southside Center for Violence Prevention/Madeline’s House was approved.

BACKGROUND: The Southside Center for Violence Prevention has submitted a request for a conditional use permit to operate a domestic violence shelter at 1412 Longwood Avenue. Council approved rezoning the property from Residential R-1 to Business B-3 and approved zoning amendments, which allow domestic violence shelters in B-3 zones with a conditional use permit. The Farmville Planning Commission held its public hearing on January 25, 2017 and has recommended to Town Council to approve the conditional use permit with the following conditions:

- Madeline’s House will hold solely to its mission of providing temporary housing to victims of domestic violence.
• Madeline’s House will maintain accreditation through the state-endorsed Virginia Sexual Domestic Violence Action Alliance, the accrediting agency for all domestic violence shelters in Virginia.
• Length of stay for a resident is rarely expected to exceed 30 days.
• There will be up to nine (9) bedrooms and the number of individuals housed (including children of victims) will not exceed 25 people at any given time.
• Madeline’s House will only accommodate adult female residents (including mothers and their dependent children).
• 24-hour security via an integrated security system. The system shall have multiple monitors, linked directly to police and emergency services as well as staff presence and on-call staff rotations.
• Minimum of 12-hour on-site supervision by staff or trained volunteers (7 AM – 9 PM) with 24/7/365 supervision via an on-call rotation of staff.
• Admission will occur only during normal business hours, 8 AM – 5 PM, Monday through Friday, except in cases of life-or-death situations, deemed so by police, emergency personnel and associated professionals.
• Shelter will be provided at alternate location(s) in cases that may pose danger to neighbors, other residents and/or staff.
• Exterior lighting will be appropriate and noninvasive to the residential area.
• All parking will be off-street.
• There will be a 6’ white vinyl fence that shall be aesthetically pleasing and nondescript, around almost the entire perimeter, except for the front of the building, which shall serve as the administration section.
• There will be no identifying signage.
• Residents must comply at all time with Madeline’s House policies, rules and procedures at all time, or face immediate dismissal.
• Town Council may review the conditional use permit at its discretion and reserves the right to revise or terminate the permit with reasonable notice.
• Farmville Police Chief may request that the Town Council review the conditional use permit.
• The conditional use permit is not transferable to another entity or person without reapplying.

REQUEST AUTHORIZATION TO ADVERTISE A PUBLIC HEARING ON RESCINDING THE INDUSTRIAL M-1 ZONE LANGUAGE FROM THE TOWN’S ZONING ORDINANCE

On motion by Mr. Cole, seconded by Mr. Pairet and with a recorded vote with Council members Dwyer, Thompson, Reid, Pairet, Davis and Cole voting “aye”, the motion to authorize a public hearing on rescinding the Industrial M-1 zone language from the Town’s Zoning Ordinance was approved.

BACKGROUND: With the closing of Buffalo Shook and W. C. Newman, Co., there is no longer a need for the Industrial District M-1 zone.

REQUEST AUTHORIZATION TO ADVERTISE A PUBLIC HEARING FOR A CONDITIONAL USE PERMIT ON BEHALF OF JACOB ROMAINE TO CONVERT A SINGLE-FAMILY DWELLING LOCATED AT 306 CEDAR AVENUE INTO A DUPLEX

On motion by Mr. Cole, seconded by Mrs. Thompson and with a recorded vote with Council members Cole, Davis, Pairet, Thompson Dwyer and Reid voting “aye”, the motion to authorize a public hearing for a conditional use permit on behalf of Jacob Romaine to convert a single-family dwelling located at 306 Cedar Avenue into a duplex was approved.

BACKGROUND: Jacob Romaine has submitted a request for a conditional use permit to convert a single-family dwelling located at 306 Cedar Avenue into a duplex. Farmville Planning Commission held a public hearing on Wednesday, January 25, 2017 and has recommended to Town Council to approve the conditional use permit.

REQUEST COUNCIL’S REVIEW AND APPROVAL OF THE TRANSIT DEVELOPMENT PLAN FARMVILLE AREA BUS FISCAL YEARS 2016 – 2021

On motion by Mr. Davis, seconded by Mr. Reid and with a recorded vote with Council members Dwyer, Thompson, Pairet, Reid, Davis and Cole voting “aye”, the motion to approve the Transit Development Plan – Farmville Area Bus, Fiscal Years 2016-2021, with amendments was approved. The amendments will add “Mayor Whitus” to Governance on page 1-1, item 1.2 and add the “Mayor” to the organizational charts on page 1-2.

BACKGROUND: The Commonwealth of Virginia mandates that every transit operator in the Commonwealth have a Transit Development Plan (TDP). The plan must be updated annually and comprehensively revised every six years.
**VACANCY ON THE LOCAL BUILDING OFFICIAL BOARD**

On motion by Mr. Cole, seconded by Mr. Pairet and with all Council members voting “aye”, the motion to advertise in the Farmville Herald for persons interested to serve on the Farmville Local Building Official Board was approved.

**BACKGROUND:** With Council’s recent appointment of Mr. Southard Brumfield to the Farmville Board of Zoning Appeals, Mr. Brumfield is no longer eligible to serve on the Local Building Official Board. Mr. Spates stated at the February work session, Council questioned if the vacancy must be filled by a resident of Farmville. He said he had researched the matter and the person does not have to be a town resident.

**REQUEST TEMPORARY USE OF A PORTION OF THE PARKING AREA ADJACENT TO THE TRAIN STATION FOR THREE (3) HANDICAP PARKING SPACES**

On motion by Mr. Davis, seconded by Mr. Reid and with all Council members voting “aye”, the motion to grant Walk2Campus Holdings, LLC’s request to pave a portion of the Town’s parking lot located due west of 312 West Third Street (High Bridge Lofts, LLC) was approved. The area is to be used for three (3) handicap parking spaces for a two (2) year period.

**BACKGROUND:** Mr. Spates stated the parking area is needed until the parking lot across the Trail is developed and no Town expenses would be incurred. He added that Walk2Campus Holdings, LLC is looking at having a traffic light installed at the intersection and will pay the expenses. Mr. Spates stated he had met with Virginia Dominion Power and they have agreed to remove the pole and transformer from the corner of the old Southern States Building, which will make that intersection bigger.

**STANDING COMMITTEE REPORTS**

Parks and Recreation, Chairman Cole – the Committee interviewed three (3) firms for the recreation master plan study, looking closely at each firm’s experience and ideas. Mr. Cole stated he Committee is recommending Council authorize the Town Manager to engage Land Planning and Design Associates Inc. with a contact, not to exceed $50,000 for developing a master plan on the Town’s recreational facilities and programs.

**REQUEST AUTHORIZATION TO PROCEED WITH AWARDING THE CONTRACT FOR A MASTER PLAN STUDY ON THE TOWN’S RECREATIONAL FACILITIES AND PROGRAMS**
On motion by Mr. Cole, seconded by Mr. Reid and a recorded vote with Council members Dwyer, Thompson, Reid, Davis and Cole voting “aye”, the motion to authorize the Town Manager to engage Land Planning and Design Associates Inc. with a contact, not to exceed $50,000 for the purpose of developing a master plan on the Town’s recreational facilities and programs.

Finance and Ordinance Committee, Chairman Davis - the Committee has begun discussing the 2017-2018 Town Budget. Mr. Davis stated included in this month’s discussions were health insurance premiums, equipment purchases and employee salaries. He said the Committee is still gathering information and has made no recommendations at this time. He asked members to contact the Town Manager if they had anything specific that they wanted to add to the discussion process.

Personnel Committee, Chairman Reid – no report

Infrastructure Committee, Chairman Pairet – the Committee met to discuss truck traffic concerns expressed by several residents of the Peery Drive area and to review the VDOT traffic-engineering mini report of Peery Drive. Mr. Pairet stated the Committee agreed that strict enforcement of no thru trucks is the first step. The Farmville Police Department has been instructed to increase patrols in the area. They also directed the Town Manager to send a letter to area residents informing them that the area will be monitored and if it did not address the issue, a community meeting will take place to discuss other options. Chief Ellington spoke briefly regarding Officers working stationary radar of the area.

Town Property/Building Committee, Chairman Thompson – Mrs. Thompson stated the Town Property/Building Committee interviewed four (4) firms for a master plan study of the Public Works facility. The study will consist of several components including: documentation of the existing conditions, an environmental assessment and a conceptual design. The Committee is recommending Council move forward with Thompson and Litton.

REQUEST AUTHORIZATION TO PROCEED WITH AWARDING THE CONTRACT FOR A MASTER PLAN STUDY ON THE TOWN’S PUBLIC WORKS FACILITY

On motion by Mrs. Thompson, seconded by Mr. Dwyer and with a recorded vote with Council members Dwyer, Thompson, Pairet, Reid, Davis and Cole voting “aye”, the motion accept the recommendation of the Town Property/Building Committee and award the master
plan study of the Public Works facility to Thompson and Litton at a cost of $19,800 was approved.

**BACKGROUND:** Mr. Spates stated budget funds from the Farmville Area Bus will be paying 100% of the cost for master plan study.

FERN Committee, Chairman Dwyer – no report

**MISCELLANEOUS ITEMS**

- Public Information meeting on the intersection of Oak, High, Griffin and Appomattox is scheduled for 6:00 p.m., on Thursday, February 16 in the Council Chamber of the Town Hall. Mr. Spates stated the traffic engineering firm will present a brief presentation and then be available to answer questions
- Council received an invitation to the welcome reception in honor of Mr. Rick Erving, Director of the Central Virginia regional Library System. The reception is from 6:00 p.m. – 8:00 p.m. on Thursday, February 16, 2017 at the Farmville/Prince Edward Community Library

**FARMVILLE POLICE DEPARTMENT 2016 MOTOR VEHICLE CRASH REPORT**

Chief Andy Ellington provided a verbal review of the 2016 Motor Vehicle Crash Report. He stated that the two most dangerous intersections in the Farmville in 2016 were South Main and Clarke Street with seven accidents, South Main, and Milnwood Road also with seven accidents. Mr. Spates stated the accident report for 2016 is broken down by months.

**REQUEST ON BEHALF OF THE FARMVILLE PLANNING COMMISSION**

Mayor Whitus referred the following requests on behalf of the Farmville Planning Commission to the Finance and Ordinance Committee:

- $15,000 to $20,000 for the review and update on the Town’s Comprehensive Plan; Mrs. Honeycutt stated Mr. Mike Chandler, Director of Education for the Land Use Education (LUEP) stated most jurisdictions outsource the preparation of their comprehensive plan. He recommended that Farmville look at hiring a consultant to update the Town’s comprehensive plan.
- $500 for Planning Commission members to conduct site visits to other jurisdictions similar in nature to Farmville, to help the Commissioners gain insight and ideas from other localities, as it relates to planning.
- $500 for Planning Commission members for continuing education
• Request Town Council keep current Commissioners intact instead of moving forward with Commissioners being appointed by Ward representation

**REQUEST ON BEHALF OF MR. RICHARD BRATCHER, PROPERTY OWNER OF 900 4TH AVENUE, EXT.**

Mayor Whitus accepted the recommendation of the Town Manager and forwarded the request by Mr. Richard Bratcher, property owner of 900 4th Avenue, Ext. to abandon the street right of way between 4th Avenue, Ext to the Third Avenue easement. The property lies between Mr. and Mrs. Bratcher’s property and the property owned by Mr. and Mrs. Kiewiet de Jonge. Mr. Bratcher is also asking to purchase the vacant lot on Third Street that is adjacent to his property and owned by the Town of Farmville. Mr. Spates stated the lot was donated to the Town several years ago.

**TOWN MANAGER AND STAFF COMMENTS**

Mr. Spates spoke on the following matters:

• Shared with Council a copy of the resolution that the Executive Committee of the Virginia Municipal League adopted requesting that the members of the General Assembly reject SB 1585. This would require local candidates nominated by a political party or at a primary election to be identified on the ballot by the name of the political party.

• Announced Monday, February 20 is President’s Day, there will be no trash collection. Monday’s route will be combined with Tuesday and the rest of the week will be normal pick up

• Andrew Goss, Chief of the Farmville Volunteer Fire Department has resigned effective February 28. Chief Goss has accepted a position with the State Police as a pilot and will no longer be able to serve as Chief of the Department. Mr. Spates stated Chief Goss has done an exceptional job as Chief and has served the Department well. He stated the Town Manager appoints the Fire Chief, based on recommendations from members of the Fire Department. Dean Farmer serves as 1st Lieutenant and Mr. Spates asked for Council’s support on appointing Lieutenant Farmer as Acting Chief until the Farmville Volunteer Fire Department has their elections in June. No objections were expressed by Council.

• The new CEO, Stephen Moret of the Virginia Economic Development Partnership will be touring the region with the Director for the Virginia Growth Alliance (VGA). They
will be in Farmville on February 17 from 1:00 p.m. – 3:00 p.m. The meeting will take place in the Council Chamber of the Town Hall. Mr. Spates invited members to attend.

- Council is invited to attend the After Action Plan/Improvement Plan of the Vice Presidential Debate. The meeting will take place on February 24, beginning at 9:00 a.m. in the Emergency Operations Center. Captain Mike Slaughter will be spearheading the review.
- The four-year reaccreditation of the Farmville Police Department is set for February 27, 28 and 29.

Andy Ellington, Chief of Police announced the Department’s Citizen Academy will be beginning on March 2. Currently there are 18 individuals signed up and their goal is 20. He asked if any Council members were interested in attending the Academy.

MAYOR AND COUNCIL MEMBER COMMENTS

Mr. Cole stated the Recreation Committee is very excited about the master plan. He said there will be opportunities for public participation and encourage people to be on the lookout for notices to participate.

FORMING OF THE BARBARA JOHNS COMMITTEE

Mayor Whitus stated he has established a Barbara Johns Committee. The Committee has been assigned the task of looking into ways for Farmville to honor Barbara Johns’ contribution to the Civil Right Movement. Mr. Reid will serve as Chairman along with Mrs. Thompson and Mr. Dwyer.

CLOSED MEETING – LEGAL, DISPOSITION OF PUBLICLY HELD PROPERTY AND PERSONNEL

On motion by Mr. Davis, seconded by Mrs. Thompson 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 the consultation with legal counsel employed or retained by a public body regarding specific legal matters requiring the provision of legal advice by such counsel, where such consultation or briefing in open meeting would adversely affect the negotiating or litigating posture of the Town of Farmville; and Section 2.2-3711.A.3 of the Code of Virginia, for the discussion or consideration of the disposition of publicly held real property, where discussion in an open meeting would adversely affect the bargaining position or negotiating strategy of the
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: Six (6)

MOTION: Davis
SECOND: Reid

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

NOES: none

ABSENT DURING VOTE: Hunter

ABSENT DURING MEETING: Hunter

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Clerk

**MOTTLEY LAKE PROPERTY**

On motion by Mr. Davis, seconded by Mr. Reid and with a recorded vote Dwyer, Thompson, Pairet, Reid, Davis and Cole voting “aye”, the motion to approve the transfer of the Mottley Lake property and the amended and restated promissory note to the Simpsons (David K. Simpson and Robyn J. Simpson) under the same terms as Farmville Farms LLC was approved.
The Town Manager and the Mayor were granted authorization to sign the necessary documents to execute the transfer.

There being no other business, the meeting was adjourned.

APPROVED:                        ATTEST:

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David E. Whitus, Mayor          Lisa M. Hricko, Clerk