

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

Mayor Whitus called to order the regular meeting of the Farmville Town Council held on Wednesday, March 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, D.L. Hunter, S.B. Thompson, A.D. Reid, J.J. Davis and G.C. Cole.

Council member T. M. Pairet 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; Town Clerk, Lisa Hricko; Communication Specialist, Kate Eggleston and Administrative Assistant, Jackie Vaughan.

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

Mrs. Hricko called the roll for Council, noting that Mr. Pairet was absent.

PUBLIC COMMENT PERIOD

Mr. Joe Morrisett, Mayor for the Town of Burkeville, addressed Council. He thanked the Town for its generous donation of an out of service police vehicle to the Town of Burkeville. The vehicle will be used by the Burkeville Police Department. Burkeville Police Chief, William C. "Billy" Able also expressed his appreciation for the vehicle.

Ms. Mary Grogan, Director of The Big Event for Longwood University, addressed Council, sharing information about this year's event. Ms. Grogan stated that The Big Event will be held on April 1, 2017, from 10:00 a.m. to 1:00 a.m. She asked Council to pass on her contact information to anyone in need of helping hands for yard work, small house repairs, and other small jobs around their house.

Mr. John Burton, Program Manager for Downtown Farmville Partnership, addressed Council updating members on various projects the DFP is currently working on. Mentioned were:

- The 2nd Annual Soup Dinner event will be held on Friday, April 7, 2017 at 6:00 p.m. at the Longwood Center for Visual Arts. This event is used to showcase a number of

community source proposals to improve downtown. The public attending will be able to vote, which will determine which proposed project will be supported with mini grants.

- DFP is currently working to enhance services for locals and visitors by updating the physical downtown map, creating a specific shop & dine rack card and updating the mobile-friendly shopfarmvilledowntown.com, which should be completed by next month.

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

- Holocaust month is April: Through a partnership with the Virginia Holocaust Museum, the Longwood History Department, the LCVA, and the College of Graduate & Professional Studies, there will be several events in April to promote Awareness and Remembrance of the Holocaust.
- This is All About Youth Art Month at Longwood Center for Visual Arts and there are a number students from all the surrounding counties that have their artwork on exhibit at the LCVA.
- The Annual 12 hour Relay for Life will begin Friday, March 24, 2017, at the Health & Fitness Center, at 5:00 p.m. and conclude at 5:00 a.m. on Saturday, March 25th.
- Spring Weekend at Longwood University will be Friday, April 7th thru Saturday, April 8th.

REQUEST APPROVAL OF THE CONSENT AGENDA

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

BACKGROUND: The consent agenda includes the draft minutes of the February 1, 2017 regular work session meeting and the draft minutes of the regular February 8, 2017 Council meeting.

REQUEST APPROVAL OF THE TREASURER’S REPORT

On motion by Mr. Davis, seconded by Mr. Reid and with all Council members voting “aye”, the motion to approve the Treasurer’s Report as presented was approved.

REQUEST AUTHORIZATION TO PAY THE BILLS

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

REQUEST FOR A CONDITIONAL USE PERMIT ON BEHALF OF SOUTHSIDE CENTER FOR VIOLENCE PREVENTION/MADELINE’S HOUSE

On motion by Mr. Reid, seconded by Mr. Hunter and with a recorded vote with Council members Cole, Davis, Reid, Thompson, Hunter and Dwyer voting “aye”, the motion to accept the recommendation of the Town Manager and approve a conditional use permit on behalf of Southside Center for Violence Prevention/Madeline’s House with the following conditions was approved.

- 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.
- 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 integrated security system with 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 a.m. – 9 p.m.) with 24/7/365 supervision via on-call rotation by staff.
- Admission will occur only during normal business hours of 8 a.m. – 5p.m., Monday through Friday except in cases of life-or-death situations, referred mostly by police, emergency personnel and associated professionals.
- Shelter will be provided at alternate location/s in cases that could 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 which will be aesthetically pleasing and nondescript around almost the entire perimeter of the shelter, except for the front of the building which will serve as the administration section.
- There will be no identifying signage.
- The conditional use permit is not transferable to another entity or person without reapplying.

BACKGROUND: The Southside Center for Violence Prevention 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 District R-1 to Business District B-3 and zoning amendments, which allow domestic violence shelters in Business District B-3 zones with a conditional use permit. The Farmville Planning Commission held a public hearing on January 25, 2017 and had recommended Town Council approve the conditional use permit, with several conditions. Council held its public hearing this evening and received no comments.

REQUEST FOR A CONDITIONAL USE PERMIT ON BEHALF OF JACOB ROMAINE TO CONVERT A SINGLE-FAMILY DWELLING INTO A DUPLEX

On motion by Mr. Davis, seconded by Mr. Dwyer and with a recorded vote with Council members Dwyer, Thompson, Hunter, Davis, Reid and Cole voting “aye”, the motion to approve 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: Mr. Jacob Romaine submitted a request for a conditional use permit to convert a single-family dwelling located at 306 Cedar Avenue into a duplex. The property is zoned Residential District R-3 and allows for duplexes, with a conditional use permit. The Farmville Planning Commission held a public hearing on Wednesday, January 25, 2017 and has recommended to Town Council approve the conditional use permit. Council held its public hearing this evening and received no comments.

REQUEST TO RESCIND CHAPTER 29, DIVISION 13, INDUSTRIAL DISTRICT M-1 ZONE LANGUAGE FROM THE TOWN'S ZONING ORDINANCE

On motion by Mrs. Thompson, seconded by Mr. Hunter and with a recorded vote with Council members Reid, Davis, Thompson, Cole, Hunter and Dwyer voting “aye”, the motion to rescind Chapter 29, Division 13, Industrial District M-1 Zone from the Town's Zoning Ordinance was approved.

BACKGROUND: The M-1 zone is for manufacturing. Mr. Spates stated that with the closing of the two manufacturing businesses, Buffalo Shook and W. C. Newman, Co., there is no longer a need for the Industrial District M-1 zone. Council held its public hearing this evening and received no comments.

CONTINUED - VACANCY ON THE LOCAL BUILDING OFFICIAL BOARD

On motion by Mr. Hunter, seconded by Mrs. Thompson and with all Council members voting “aye”, the motion to continue the vacancy on the Local Building Official Board to the April 12, 2017 Council meeting was approved.

BACKGROUND: The vacancy is to replace Southard Brumfield, who was appointed to the Board of Zoning Appeals. Members of the Board of Zoning Appeals are not permitted to serve on a Local Building Official Board. Mr. Brumfield’s term on the Local Building Official Board expires on May 31, 2018.

CONTINUED - VACANCY ON THE FARMVILLE INDUSTRIAL DEVELOPMENT AUTHORITY

On motion by Mr. Davis, seconded by Mr. Hunter and with all Council members voting “aye”, the motion to continue the vacancy on the Farmville Industrial Development Authority to the April 12, 2017 Council meeting was approved.

BACKGROUND: The vacancy is to fill the remaining term of Mrs. Elizabeth Ragland. Mrs. Ragland submitted a letter of resignation in February and her term on the Authority expires on 2/28/2018.

REQUESTS BY THE FARMVILLE PLANNING COMMISSION

On motion by Mr. Hunter, seconded by Mrs. Thompson and with a recorded vote with Council members Dwyer, Hunter, Thompson, Cole, Davis and Reid voting “aye”, the motion to accept the recommendations of the Finance and Ordinance Committee approve the following requests on behalf of the Farmville Planning Commission was approved:

- Appropriate \$1000.00 in the Town’s 2017-2018 Town Budget for site visits to other municipalities and additional training for Planning Commission members.
- Deny the Commission’s request to keep the current Commissioners intact and Council move forward to mirror the Planning Commission with Council, to have representation from each Ward and two (2) At-Large members.

- Deny the Commission's request to outsource the review and update of the Town's Comprehensive Plan, the Town's Comprehensive Plan is to be updated by staff and the Farmville Planning Commission

BACKGROUND:

The Farmville Planning Commission requested Town Council budget funds for the following:

- \$15,000 to \$20,000 to outsource the review and update of the Town's Comprehensive Plan;
- \$500 for Planning Commission members to conduct site visits to other jurisdictions similar in nature to Farmville, to gain insight and ideas from other localities, as it relates to planning
- \$500 for Planning Commission members for continuing education
- Request to keep its current commissioners intact and allow at-large membership to the Farmville Planning Commission.

CONTINUED - REQUESTS ON BEHALF OF MR. RICHARD BRATCHER

On motion by Mr. Hunter, seconded by Mr. Davis and with all Council members voting "aye", the motion to continue to the April 12, 2017 Council meeting the request on behalf of Mr. Richard Bratcher, property owner of 400 4th Ave., Ext. was approved. The request was to abandon a street right of way and the possible purchase of lot owned by the Town of Farmville, located on Third Avenue, Farmville.

BACKGROUND: The Infrastructure Committee met and is recommending a request be continued.

MISCELLANEOUS ITEMS

Mr. Spates reported on the following matters:

- Public Works will be making a sewer tap on the Southern States building sometime in April. During this process, a portion of the street will be closed most of the day. The Public Works Department will try to schedule the work when Longwood students are out.
- The Tourism Development Financing Program (TDFP) media event and presentation to the Town and the Weyanoke Hotel was held today.

STANDING COMMITTEE REPORTS

Parks and Recreation Committee, Chairman Cole – Staff and members of the Committee attended the kick off meeting for the master plan study. The group identified the scope of work for the study and representatives from the firm toured the Town’s current facilities.

Finance and Ordinance Committee, Chairman Davis – The Committee is working with staff on the proposed 2017-2018 Town Budget and discussed health insurance for town employees.

REQUEST TO ADD AN ADDITIONAL HEALTH INSURANCE OPTION FOR EMPLOYEES

On motion by Mr. Davis, seconded by Mr. Hunter and with a recorded vote with Council members Dwyer, Hunter, Thompson, Reid, Cole and Davis voting “aye”, the motion to add an additional health insurance plan for employees and to authorize the Town Manager to sign the contract with Anthem offering the two (2) plans was approved.

BACKGROUND: The Finance and Ordinance Committee, in discussing the Town’s 2017-proposed Budget discussed employee health insurance and the increase in premiums. The Committee recommended adding a second health care plan. Mr. Davis stated the contract to add the second option needs to be sign by April 1st.

Personnel Committee, Chairman Reid – no report

Town Property Committee, Chairman Thompson – The Committee is moving forward with the master plan study on the public works facility and is waiting on an environmental report.

Public Safety Committee, Chairman Hunter – no report

Fern Committee, Chairman Dwyer – A Request for Bids has been placed in the local newspapers with a deadline of March 17, 2017. The Committee is hoping to generate some interest in starting the project back up.

TOWN MANAGER AND STAFF COMMENTS

Spring clean-up is April 10th. Information will be announced on the local radio stations and newspapers.

MAYOR AND COUNCIL COMMENTS

Mr. Davis invited the Mayor and Council members to attend the Farmville-Prince Edward Youth Association opening ceremony on Saturday, April 1, 2017.

CLOSED SESSION - PERSONNEL

On motion by Mr. Davis, seconded by Mr. Hunter and with all Council members voting “aye”, Council went into closed session pursuant to **Section 2.2-3711.A.1** of the Code of

Virginia, for discussion or consideration of or interviews of prospective candidates for employment, assignment, appointment, promotion, performance, demotion, salaries, disciplining or resignation of specific public officers, appointees or employees of the Town of Farmville.

On motion by Mr. Davis, seconded by Mr. Reid 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 certified 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

MOTION: Mr. Davis

SECOND: Mr. Hunter

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

NOES: 0

ABSENT DURING VOTE: Mr. Pairet

ABSENT DURING MEETING: Mr. Pairet

Clerk

There being no other business, the meeting adjourned.

APPROVED:

ATTEST:

David E. Whitus, Mayor

Lisa M. Hricko, Clerk

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