

**REGULAR COUNCIL MEETING OF THE FARMVILLE TOWN COUNCIL**  
**HELD ON APRIL 12, 2017**

Mayor Whitus called to order the regular meeting of the Farmville Town Council held on Wednesday, April 12, 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 and J.J. Davis.

Council members D.L. Hunter and G.C. Cole 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; Communications Specialist, Kate Eggleston and Administrative Assistant, Jackie Vaughan.

Mayor Whitus welcomed guests and led the invocation and Mr. Reid led the Pledge of Allegiance.

Mrs. Hricko called the roll for Council, noting that Mr. Hunter and Mr. Cole were absent.

**PUBLIC COMMENT PERIOD**

Mrs. Patty Pugh, Chairman of the Library Advisory Committee, asked to address Council as a Town resident in reference to the renaming of the library. Mrs. Pugh spoke at great length on the two libraries that joined together, to become the current community library. She stated that she had received many calls concerning Council's conversations on renaming of library. Mrs. Pugh provided Council with background of the library's conception and requested that Council continue to let the library be for "everybody in the county".

Mr. Rick Ewing, Library Director for Central Virginia Regional Library, addressed Council with concerns about the renaming of the library. Mr. Ewing stated that he is in support of the Town renaming the building, but not the actual name of the library. He stated he consulted with the State library that assisted with setting up the Regional Library Board, to confirm that only the governing Regional Library Board has the authority to rename the library. He affirmed that Town Council can rename the building, which the Town owns, but cannot change the actual name of the community library.

Mr. John Burton, Program Manager for Downtown Farmville Partnership, addressed Council updating members on the 2<sup>nd</sup> Annual Soup Dinner event that was held on Friday, April

7, 2017 at the Longwood Center for Visual Arts. He described the event as a huge success with over 150 community members participating in the voting for awarding the mini grants. Three projects were selected and the Partnership awarded \$4,000 in mini grants. The winners of the mini grants had submitted concepts and designs to improve and promote the downtown area, such as student mural artist project, Farmville coloring books and herb gardens.

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

- Off Campus Intent update: 438 students have informed Longwood of their intent to move off campus to live with a private landlords for the 2017-2018 academic year.
- Longwood will be hosting the Big South Softball Tournament May 10-13, 2017, and anticipates approximately 1,200 to 1,600 people attending the event. Longwood will have a “Farmville Info Table” setup to provide information on the community. A “Fan Zone” will be setup on the grass field behind the softball press box. The Fan Zone will include a bounce house, along with games and activities. Big South materials have gone up throughout town, including ground decals and posters.
- Exams will be May 4-9. This will be the first year that the students will be in town for the Heart of Virginia Festival. Ms. Cox has been in touch with the HOV Board to find ways to utilize the students during the event.

Mrs. Kay Whitfield, a Farmville resident, addressed Council about the renaming of the library. She spoke in depth about the history of the community library. Mrs. Whitfield requested that Council keep the current name of the library as Farmville Prince Edward Community Library because it was originally purchased with community funds.

#### **REQUEST APPROVAL OF THE CONSENT AGENDA**

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

**BACKGROUND:** The consent agenda includes the draft minutes of the March 1, 2017 regular work session meeting, the draft minutes of the regular March 8, 2017 Council meeting and the March 24, 2017 special called 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. Dwyer, seconded by Mrs. Thompson and with all Council members voting “aye”, the motion to authorize the Town Treasurer to pay the bills as submitted was approved.

**CONTINUE – VACANCY ON THE LOCAL BUILDING OFFICIAL BOARD**

This matter was continued pending recommendation of the Personnel Committee.

**BACKGROUND:** The vacancy is to fill the unexpired term of Mr. Southard Brumfield, who was appointed to the Board of Zoning Appeals and is no longer eligible to serve on the Local Building Official Board. Mr. Brumfield’s term on the Local Building Official Board expires on May 31, 2018.

**CONTINUE - VACANCY ON THE FARMVILLE INDUSTRIAL DEVELOPMENT AUTHORITY**

This matter was continued pending the recommendation of the Personnel Committee.

**BACKGROUND:** The vacancy is to fill the remaining term of Mrs. Elizabeth Ragland, whom submitted her letter of resignation in February. Mrs. Ragland’s term on the Authority expires on February 28, 2018.

**AMENDING FARMVILLE PLANNING COMMISSION ORDINANCE**

On motion by Mr. Pairet, seconded by Mrs. Thompson and with all Council members voting “aye”, the motion to accept the recommendation of the Finance and Ordinance Committee and authorize advertisement of a public hearing on amending Town Code Section 20-28 Members, to add the two At-Large representative seats was approved.

**BACKGROUND:** At the March 8, 2017 Council meeting, Council accepted the recommendation of the Finance and Ordinance Committee and agreed that the Farmville Planning Commission should mirror Council, with representation from each Ward and two (2) At-Large members. In order to amend the ordinance, Council must advertise a public hearing.

**CONTINUED - REQUESTS ON BEHALF OF MR. RICHARD BRATCHER**

This matter was continued pending the recommendation of the Infrastructure Committee.

**BACKGROUND:** Mr. Richard Bratcher, property owner of 900 4<sup>th</sup> Avenue, Ext., submitted a request to Council, to abandon a street right of way and the possible purchase of a lot owned by the Town of Farmville, located on Third Avenue.

**TOWN MANAGER'S EMPLOYMENT AGREEMENT**

On motion by Mr. Reid, seconded by Mr. Davis and with a recorded vote with Council members Dwyer, Thompson, Pairet, Reid and Davis voting "aye", the motion to accept the recommendation of the Personnel Committee and enter into the Employment Agreement prepared by Town Attorney, Gary Elder between the Town of Farmville and Gerald J. Spates commencing on July 1, 2017, was approved.

**BACKGROUND:** At the March Council meeting, the Town Manager's Employment Agreement was referred to the Personnel Committee. Mr. Reid as Chairman of the Personnel Committee stated that the Committee has thoroughly reviewed and discussed Mr. Spates' employment. He noted the Town's growth in economic development, with the addition of new businesses, restaurants and hotels and also spoke of Mr. Spates' wealth of institutional knowledge. He stated the Personnel Committee had directed the Town Attorney to prepare the Employment Agreement.

**RECOMMENDATION TO EXTEND THE REBATES ON IN-TOWN NEW RESIDENTIAL AND COMMERCIAL WATER AND/OR SEWER CONNECTIONS**

On motion by Mr. Davis, seconded by Mr. Pairet and with all Council members voting "aye", the motion to authorize advertisement of a public hearing on an ordinance to continue to offer rebates for new water and/or sewer connections within the corporate limits of the Town of Farmville was approved.

**BACKGROUND:** Ordinance #178 provides a discount on new residential and commercial water and/or sewer connections within the corporate limits of the Town of Farmville. The current ordinance expires on June 30, 2017. The Finance and Ordinance Committee met and discussed the community's economic growth mentioning the three new hotels and the restaurants at the Hotel Wyanoke. The Committee agreed to recommend Council extend the connection discounts until June 30, 2018 and revisit the matter prior to June 30, 2018.

**AMENDMENT TO THE EMPLOYEE HANDBOOK – COMPENSATION FOR EMPLOYEES CALLED-IN TO ASSIST IN AFTER HOUR EMERGENCY SITUATIONS**

On motion by Mr. Dwyer, seconded by Mr. Davis and with all Council members voting "aye", the motion to accept the recommendation of the Finance and Ordinance Committee and authorize an employee policy to be drafted, adding travel compensation reimbursement for employees not driving a Town vehicle home and are called in to respond to emergency situations

after their regular work hours, was approved. The draft policy will be presented to Council for their approval at the May Council meeting.

**BACKGROUND:** The Finance and Ordinance Committee discussed mileage reimbursement verses and compensating an employee for travel time. Mr. Spates stated the Committee is recommending Council amend the employee handbook to add compensating employees for travel when called in to respond to an emergency situations.

**REQUEST FOR A CONDITIONAL USE PERMIT ON BEHALF OF MARK AND LAURA FRENCH TO BUILD NINE (9) COTTAGES**

On motion by Mr. Davis, seconded by Mr. Pairet and with all Council members voting “aye”, the motion to authorize advertisement for a public hearing to be held on May 10, 2017 and to refer the request for a conditional use permit on behalf of Mark and Laura French to build nine (9) cottages on 1.052 acres located 1<sup>st</sup> Street and bound by N. Virginia and N. Bridge Street to the Farmville Planning Commission was approved.

**BACKGROUND:** The property is zoned Residential District R-4 and cottages would be considered an allowed use with a conditional use permit.

**REQUEST ADOPTION OF ORDINANCE 4A.2017 TO REPLACE THE ORDINANCE THAT COUNCIL ADOPTED IN JANUARY 2017 ON THE HOLIDAY INN EXPRESS & SUITES FARMVILLE PROJECT**

On motion by Mr. Pairet, seconded by Mrs. Thompson and with a recorded vote with Council members, Dwyer, Thompson, Pairet, Reid and Davis voting “aye”, the motion to adopt ordinance 4A.2017 in support of the Holiday Inn Express & Suites Farmville Project for Gap Financing was approved.

**BACKGROUND:** The original ordinance that Council adopted in January 2017 did not meet State statue on Gap Financing and in addition, the number of jobs noted in the ordinance for the project has increased. Mr. Spates stated Town Attorney, Gary Elder has reviewed the proposed ordinance and feels it meets the requirements.

**REQUEST APPOINTMENT TO THE MOTON MUSEUM COUNCIL**

On motion by Mr. Dwyer, seconded by Mr. Davis and with all Council members voting “aye”, the motion to reappoint Council member Sally Thompson as Town Council’s representative on the Moton Museum Board was approved. Mrs. Thompson’s term will run through December 31, 2017.

**2017-2018 VIRGINIA MUNICIPAL LEAGUE POLICY COMMITTEE NOMINATIONS**

On motion by Mr. Davis, seconded by Mr. Pairet and with all Council members voting “aye”, the motion to nominate the following Council members on the VML Policy Committees for fiscal year 2017 was approved:

Mayor Whitus and Mrs. Thompson – Community & Economic Development

Mr. Hunter – General Laws

Vice Mayor Reid – Human Development and Education

**BACKGROUND:** Those members serving on the VML Policy Committees for 2016-2017 expressed their willingness to serve on the same VML Policy Committees for 2017-2018.

**STANDING COMMITTEE REPORTS**

Finance and Ordinance Committee, Chairman Davis – nothing to add

Personnel Committee, Chairman Reid – nothing to add

Barbara Johns Committee, Chairman Reid – Mr. Reid commended and thanked those individuals that spoke during the public portion of the meeting regarding the library. He acknowledged their contributions and suggested that the Library Board consider naming a room at the library in honor of those mentioned this evening.

Mr. Reid stated the Barbara Johns Committee met and discussed appropriate ways to honor Barbara Johns’ contribution to the Town and County and the Committee strongly supported naming the library in honor of Barbara Johns.

**BARBARA JOHNS COMMITTEE**

On motion by Mr. Reid, seconded by Mr. Davis and with a recorded vote with Council members Dwyer, Thompson, Pairet, Reid and Davis voting “aye”, the motion to accept the recommendation of the Barbara Johns Committee and name the library “Barbara Rose Johns, Farmville Prince Edward Community Library”, and that the motion includes the granite slab be changed to add her name and a plaque be added to the outside of the building, was approved.

**BACKGROUND:** Mr. Dwyer stated he had received a phone call suggesting that the library be named The Barbara Johns Community Library and was asked to pass that information to Council.

**STANDING COMMITTEE REPORTS CONTINUED**

Infrastructure Committee, Chairman Pairet – Mr. Pairet stated the Infrastructure Committee will be meeting next week.

Town Property/Building Committee, Chairman Thompson – nothing to report

FERN Committee, Chairman Dwyer – nothing to report

**MISCELLANEOUS ITEMS**

Mr. Spates presented a power point presentation that highlighted several projects, mentioned was information on the new Longwood University Admission & Visitor Center, which will be located fronting Buffalo Street. Also, included in the presentation was a project overview of the new Frensius Kidney Center, the new Schewels building, Huddle House, the old Southern States building, the Holiday Inn Express, Hotel Weyanoke, Hilton Tru Hotel, along with slides of the Public Works Department repairing sewer lines and road work. Mr. Spates added that the inside of the Jackson Height water tank would be painted in June. The tank will be off-line for three (3) weeks but will have no effect on the Town's availability to supply water.

**REQUEST APPOINTMENT OF TOWN REPRESENTATIVE TO LIBRARY BOARD**

Council agreed to place an ad in The Farmville Herald for Town residents interested in representing the Town of Farmville on the Central Virginia Regional Library Board.

**BACKGROUND:** Mr. Spates stated Mr. Lowell Frye, Farmville's representative on the Library Board will be stepping down on June 30, 2017, after serving for two (2) four years terms. Mr. Spates stated Board members are only permitted to serve for two terms and Council will need to appoint a representative to fill the Town's seat. Members spoke in support of advertising the vacancy.

**REQUEST ON BEHALF OF THE FARMVILLE DOWNTOWN PARTNERSHIP FOR CONTINUED FUNDING**

Mayor Whitus referred the request for continued funding by Mr. John Burton, Program Manager of the Farmville Downtown Partnership to the Finance and Ordinance Committee. Mr. Davis, Chairman of the Finance and Ordinance Committee stated the request is on the Committee's May agenda.

**2016 RETAIL SALES FIGURES**

Members received a copy of the Town's 2012-2016 Retail Sales & Dollar Volume Report. Mr. Spates provided a brief overview of the report stating total retail sales were up 2.96 percent, and grocery stores were slightly down from last year. In addition, there was also an increase in hotel and restaurant revenue, which he said might be attributed to the Vice Presidential Debate.

**TOWN MANAGER AND STAFF REPORTS**

Police Chief, Andy Ellington informed Council that on Thursday, April 27, the Farmville Police Department will be hosting its 4<sup>th</sup> Police Academy graduation and on Friday, April 28, the Department will heading up the Law Enforcement Torch Run for the Special Olympics.

Director of Public Works, Robin Atkins updated Council on several projects, mentioned were water/sewer taps, road maintenance and the success of this year’s spring clean-up campaign. Mr. Atkins thanked Council for extending the Town Manager’s employment agreement stating the Town Manager is a great leader for the Public Works Department. Mrs. Thompson praised the Public Works Department stating they do a wonderful job. Mayor Whitus commented that the Public Works Department makes Farmville look good. Mr. Pairet also commented on the dedication on the staff of the Public Works Department.

Mr. Spates thanked Town Council for their support and commented on their generosity to the Town and all of its employees.

**MAYOR AND COUNCIL MEMBER COMMENTS**

No additional comments.

**CLOSED SESSION – PROBABLE LITIGATION**

On motion by Mr. Davis, seconded by Mr. Reid 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 briefing by staff members and legal counsel pertaining to probable litigation, where such consultation or briefing in open meeting would adversely affect the negotiating or litigating posture of the Town of Farmville.

Mayor Whitus called for a five (5) minute recess. Council reconvened and went into closed session.

On motion by Mr. Davis, seconded by Mr. Pairet 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: Five (5)

MOTION: Davis

SECOND: Reid

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

NOES: None

ABSENT DURING VOTE: Hunter and Cole

ABSENT DURING MEETING: Hunter and Cole

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Clerk

There being no other business, the meeting adjourned.

APPROVED:

ATTEST:

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David E. Whitus, Mayor

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Lisa M. Hricko, Clerk