

REGULAR MEETING OF THE FARMVILLE TOWN COUNCIL
HELD ON FEBRUARY 14, 2018

Mayor Whitus called to order the regular meeting of the Farmville Town Council held on Wednesday, February 14, 2018 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, J.D. Miller, T.M. Pairet, A.D. Reid, J.J. Davis and G.C. Cole.

Staff present were Town Manager, Gerald Spates; Assistant Town Manager, Scott Davis; Town Attorney, Gary Elder; Chief of Police, Andy Ellington; Town Treasurer, Carol Anne Seal; Communication Specialist, Kate Eggleston; Administrative Assistant, Jackie Vaughan and Town Clerk, Lisa Hricko.

Mayor Whitus welcomed guests and called for a moment of silence for the recent unexpected passing of Mr. Howard Simpson, a member of the Prince Edward County Board of Supervisors. Mayor Whitus also asked that those in attendance remember the seventeen plus victims that were shot today at a Florida high school. He then preceded to lead the Lord's Prayer, followed by Vice Mayor Reid leading the Pledge of Allegiance.

Mrs. Hricko called the roll, noting all Members were present.

PUBLIC COMMENT PERIOD

Mayor Whitus announced the public comment portion of the meeting.

Ms. Jen Cox, Director of Local and Community Relations for Longwood University, addressed Council. She provided an update on Off-Campus Housing Intent held the week of January 29th. Ms. Cox stated that students who have completed 48 hours of credit hours (which is at least sophomore status) and have plans of moving off campus, to live with a private landlord for the 2018-2019 academic year, must let the RCL housing office know during this time. As of Tuesday, February 13th, 348 students have completed the intent form. The University estimates this year close to 400 students will be living off campus. She also informed Council that Spring Break is March 5th - 9th and the University will be closed on March 5th and 6th.

REQUEST APPROVAL OF THE CONSENT AGENDA

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

The consent agenda includes the draft minutes of the January 3, 2018 regular work session and the January 10, 2018 regular 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, Hunter, Miller, Pairet, Reid, Davis and Cole voting "aye," the motion to approve the Treasurer's Report as presented was approved.

BACKGROUND: Mrs. Carol Anne Seal, Town Treasurer provided Council with a brief overview of the Treasurer's Report. Mrs. Seal stated the January Treasurer's Report shows the amount collected on real estate and personal property taxes for 2017 is at 96%; revenue for business licenses is up 33.6% from last year at this time and are due by the end of February.

REQUEST AUTHORIZATION TO PAY THE BILLS

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

Bills Printed in Minute Book

APPOINTMENT TO TOWN COUNCIL COMMITTEES

Council's recommendation of John Miller to fill the unexpired term of the Ward B seat vacated by Mrs. Sally Thompson was addressed at work session.

Mayor Whitus welcomed John Miller to Town Council and appointed him to the same committees that Mrs. Thompson had served on. Mr. Miller will be serving on Town Property/Building, Public Safety, and Park & Recreation.

AUTHORIZE PAYMENT FROM NARCOTIC'S FUND TO WITMER PUBLIC SAFETY GROUP, INC.

On motion by Mr. Davis, seconded by Mr. Cole and with a recorded vote with Council members Davis, Cole, Pairet, Reid, Hunter, Miller and Dwyer voting "aye," the motion to approve payment of \$651.35 from the Narcotic's Fund to Witmer Public Safety Group, Inc. was approved.

BACKGROUND: The funds were used to purchase badges and badge cases for the Farmville Police Department.

DISCUSS PROPOSED NEW SOCIAL MEDIA POLICY

Mayor Whitus referred the proposed amendments on the town's social media policy to the Personnel Committee and to Town Attorney, Gary Elder for their recommendations to Council.

RESOLUTION TO ADOPT THE COMMONWEALTH REGIONAL COUNCIL REGIONAL HAZARD MITIGATION PLAN

On motion by Mr. Cole, seconded by Mr. Hunter and with a recorded vote with Council members Dwyer, Hunter, Miller, Cole, Davis, Reid and Pairet voting “aye,” the motion to approve the resolution adopting the Commonwealth Regional Council Hazard Mitigation Plan was approved.

RESOLUTION TO ADOPT COMMONWEALTH REGIONAL COUNCIL REGIONAL HAZARD MITIGATION PLAN

WHEREAS, the Town of Farmville is vulnerable to an array of hazards that can cause loss of life and damage to public and private property; and

WHEREAS, the Town desires to seek ways to mitigate situations that may aggravate such circumstances, and the development and implementation of a hazard mitigation plan can result in actions that reduce the long-term risk to life and property from hazards; and

WHEREAS, the Town is covered under a regional hazard mitigation plan that outlines ways to protect its citizens and property from the effects of hazards, in accordance with Section 322 of the Robert T. Stafford Disaster Relief and Emergency Assistance Act; and

WHEREAS, that plan must be reviewed and updated every five years for the Town to remain in compliance with Section 322 of the Robert T. Stafford Disaster Relief and Emergency Assistance Act, and to remain eligible for certain types of federal assistance in the event of a disaster affecting the Town; and

WHEREAS, the Commonwealth Regional Council (CRC) has undertaken an update of the regional hazard mitigation plan, which includes Farmville, with input from the appropriate local and state officials; and

WHEREAS, citizens have been afforded an opportunity to comment and provide input in the Plan and the actions in the Plan; and

WHEREAS, the Virginia Department of Emergency Management and the Federal Emergency Management Agency have reviewed the updated hazard mitigation plan for legislative compliance and have approved the plan pending the completion of local adoption procedures.

NOW, THEREFORE BE IT RESOLVED that the Town Council for the Town of Farmville hereby adopts the updated CRC Regional Hazard Mitigation Plan, as applicable to the Town, and agrees to take such official actions as reasonably necessary, and as available resources allow, to carry out the proposed actions in the plan.

Adopted on _____

Signed

Mayor

Attest

Clerk

BACKGROUND: Mr. Spates stated that the Town is covered under a regional hazard mitigation plan that outlines ways to protect its citizens and property from the effects of hazards. The plan must be reviewed and updated every five years for the Town to remain in compliance with Section 322 of the Robert T. Stafford Disaster Relief and Emergency Assistance Act, and to remain eligible for certain types of federal assistance in the event of a disaster affecting the Town. The CRC has undertaken the task of updating the plan; it has been reviewed and will be approved pending local adoption procedures.

CLOSED SESSION: SECTION 2.2-3711.A(29) PUBLIC CONTRACT AND SECTION 2.2-3711(A)(1) PERSONNEL

On motion by Mr. Davis, seconded by Mr. Hunter and with all Council member voting “aye,” the motion for Council to convene in closed session pursuant *Section 2.2-3711.A(29) of The Code of Virginia*, for the discussion of a public contract and for the discussion of the terms or scope of such contract, involving the expenditure of public funds for updating Farmville’s Comprehensive Plan, zoning ordinances and subdivision ordinance, where discussion in open session would adversely affect the bargaining position or negotiating strategy of the Town of Farmville and for *Section 2.2-3711(A)(1) of The Code of Virginia*, for prospective candidate for employment, was approved.

On motion by Mr. Davis, seconded by Mr. Reid and with all Council members voting “aye,” Council returned to their 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: Seven

MOTION: Hunter

SECOND: Davis

AYES: Dwyer, Hunter, Miller, Pairet, Reid, Davis and Cole

NOES: None

ABSENT DURING VOTE: No one

ABSENT DURING MEETING: No one

Clerk

INFORMATION ONLY - PLANNING COMMISSION 2017 ANNUAL REPORT

Assistant Town Manager Scott Davis presented the Farmville Planning Commission's 2017 Annual Report. He stated in the annual report, the Farmville Planning Commission is requesting Commissioners receive certified training. He also noted that Farmville Planning Commission continues to be supportive of any changes to Farmville's Comp Plan or Zoning Ordinance.

Council advised that funds for Planning Commission training are in the 2017-2018 Town Budget. Mayor Whitus asked Mr. Spates to review that line item in the budget for next month's Council meeting.

BACKGROUND: At the regular Farmville Planning Commission meeting held on Wednesday, January 31, 2018 the Commission approved the 2017 Annual Report and requested Assistant Town Manager, Scott Davis present the report to Town Council.

REQUEST FOR A FIRE STUDY/TECHNICAL ASSISTANCE FOR THE FARMVILLE VOLUNTEER FIRE DEPARTMENT

On motion by Mr. Hunter, seconded by Mr. Cole and with a recorded vote with Council members Cole, Davis, Pairet, Reid, Hunter, Miller, and Dwyer voting “aye,” the motion to enter into an agreement with the Virginia Fire Service Board to conduct a study of the fire service in the town was approved.

BACKGROUND: The Virginia Fire Services Board, at no cost to localities, will conduct a comprehensive study on fire service in the town. Mr. Spates stated the report is intended to build on what is working well, while observing opportunities for improvement.

REQUEST ON BEHALF OF THE WOODLAND, INC. FOR THE ABANDONMENT OF A PORTION OF COBB STREET

On motion by Mr. Pairet, seconded by Mr. Reid and with Council members Dwyer, Hunter, Miller, Pairet, Reid, and Davis voting “aye,” and Council member Cole abstaining, stating conflict of interest, the motion to advertise for a public hearing on the request by Attorney E. Preston Lancaster, Jr. on behalf of The Woodland, Inc. for the abandonment of Cobb Street, from Agee Street to the right of way of Dowdy Street was approved.

Mr. Cole stated he was abstaining from participating in request on behalf of The Woodland because he is employed by The Woodland and serves as the CEO.

BACKGROUND: The Woodland, Inc. is requesting the abandonment of Cobb Street, from Agee Street to the right of way of Dowdy Street. Mr. Spates stated the town will maintain the utilities under the street and The Woodland cannot build over the town’s utilities.

Mr. Spates stated previously the Infrastructure Committee had agreed on setting a policy for the abandonment of streets. He said, the fee is calculated on the square footage of the abandonment, multiplied by half of the square footage cost of the adjacent appraised property. Mr. Spates stated the square footage of the request is 32,650 square feet, multiplied by half of \$1.38 (.59 cents) the appraised square foot cost. Mr. Spates stated, if approved, the cost of the abandonment of Cobb Street from Agee Street to the right of way of Dowdy Street would be \$22,528.50, plus all legal fees.

TOWN MANAGER AND STAFF REPORTS – MISCELLANEOUS ITEMS

Mr. Spates reported on the following matters. The Hotel Weyanoke is schedule for a soft opening on April 6th with the grand opening on April 16th; the Hilton Tru opened last week, and tours can be arranged. The traffic study, from the meeting with VDOT representative, Gerry Harter on the intersection of High, Oak and Griffin is projected to be completed in 45 to 60 days. Mr.

Spates reported there are 41 parking spaces in the Train Station between the old Southern States building and the Appomattox Street.

PURCHASE NEW FIRE TRUCK

On motion by Mr. Pairet, seconded by Mr. Hunter and with a recorded vote with Council members Dwyer, Hunter, Miller, Pairet, Reid, Davis and Cole voting “aye,” the motion to authorize the Town Treasurer to use funds from the Town’s set aside account and the general fund to pay for Farmville’s new fire truck was approved.

BACKGROUND: Mr. Spates stated the town has approximately \$721,000 in the current budget to purchase the fire truck. Longwood University donated \$150,000, the town sold its old fire truck to the Meherrin Volunteer Fire Department for \$120,000 and the Farmville Volunteer Fire Department has agreed to annually contribute \$35,000 until the \$415,000 is paid back to the town.

Members discussed funding options, including using the town’s line of credit. Mr. Davis recommended using the town’s set aside account, which has a balance of approximately \$332,000 and the remaining monies from the general fund. Mr. Cole recommended beginning next month, the Town Treasurer should start putting \$150,000 a month in the set aside account, to rebuild the account by October.

REQUEST TO ADVERTISE INVITATION FOR BIDS TO UPDATE THE TOWN’S COMP PLAN, ZONING ORDINANCES AND SUBDIVISION ORDINANCES

On motion by Mr. Reid, seconded by Mr. Hunter and with all Council members voting “aye,” the motion to advertise for Invitations to Bid on updating Farmville’s Comp Plan, Zoning Ordinances and Subdivision Ordinances, was approved.

STANDING COMMITTEE REPORTS

Parks and Recreation, Chairman Cole – requested an update on the recreation master plan study. Mr. Cole stated that he has people that has requested a copy of the study.

Finance and Ordinance Committee, Chairman Davis – the Committee meets on the last Thursday of each month and working closely with the Town Manager, Assistant Town Manager and Treasurer on the 2018 - 2019 budget.

Personnel Committee, Chairman Reid – no report

Infrastructure Committee, Chairman Pairet – will be meeting with Third Street Brewery regarding parking issues and will return to Council with a recommendation. The Committee is also

waiting on the VDOT report on the intersection on High, Griffin and Oak and will share the information with Council and the public.

Public Safety, Chairman Hunter – no report

Town Property/Building, Chairman Dwyer – asked for clarification of the Town Property/Building Committee. Mayor Whitus advised him of the Public Works Master Plan Study in process.

TOWN MANAGER AND STAFF REPORTS – MISCELLANEOUS ITEMS

Mr. Spates reported that the Town has entered into an agreement with the CRC to assist with submitting grant reimbursements at a cost of \$54.00 an hour.

Chief Andy Ellington reported that he is finalizing the crime numbers for 2017 and will have a report ready by the first of next month.

MAYOR AND COUNCIL MEMBER COMMENTS

No comments from Council.

There being no other business, the meeting adjourned at 7:45 PM.

APPROVED:

ATTEST:

David E. Whitus, Mayor

Lisa M. Hricko, Clerk