Mayor Whitus called to order the regular meeting of the Farmville Town Council held on Wednesday, November 14, 2018, at 7:00 p.m., in the Council Chamber of the Town Hall, located at 116 North Main Street, Farmville, Virginia.


Staff present were Town Manager, Gerald Spates; Assistant Town Manager, Scott Davis; Town Treasurer, Carol Anne Seal; Town Attorney, Gary Elder; Director of Public Works, Robin Atkins; Chief of Police, Andy Ellington; Town Clerk, Lisa Hricko, and Administrative Assistant, Jackie Vaughan.

Mayor David Whitus called the meeting to order. Rev. Ronnie Kiehm led the invocation followed by Mr. Davis leading the Pledge of Allegiance.

The Town Clerk called the role, noting all members present.

PUBLIC COMMENT PERIOD

Mayor Whitus announced the public comment period and reminded guests to limit their comments to three minutes.

Mrs. Vicky Page, a board member of the Barbara Rose Johns Farmville/Prince Edward Community Library addressed Council. She stated the mission of the Friends is to be of service to the community and the library, and part of that charge is to raise revenue for the library’s needs. As Fund Raising Chairman, she oversees two book sales a year, one in the fall and one in the spring, along with the Friends of the Library hosting an annual Chocolate Gala. Mrs. Page reported that the fall book sale raised almost $1,000 and approximately 90 tickets were sold for the Chocolate Gala, raising almost $4,000. All proceeds raised from the events went towards children’s programming that is a part of the Central Virginia Regional Library system. Mrs. Page spoke of the children programs at the library, among the mentioned where a professional storyteller, a magician and a lego club. She thanked the Town for supplying tables for the book sale. She also thanked the staff from the Department of Public Works for returning the town to normal so quickly after the horrendous rains from Tropical Storm Michael.

Park Ranger Daniel Jordan, Manager of the High Bridge Trail State Park, provided Council with an update on the Virginia State Parks. He has received confirmation that the Virginia State
Parks completed the requirements to have a Virginia State Park license plate. The plates will be available in July. Five hundred plates have already been sold and once they meet 1,000 plates, $15.00 from each Virginia State Park license plate will go towards the Virginia State Parks. Mr. Jordan shared with Council some statistics regarding the Virginia State Parks. Included in his presentation where:

- 40 State Parks covering 73,000 acres;
- 10,474,134 visitors annually;
- $239,400,000 economic impact annually;
- $13.08 is created by every tax dollar spent on state parks;
- 3,598 jobs supported by Virginia State Parks;
- 310,681 hours contributed by volunteers.

He spoke of the damage the High Bridge Trail State Park received from Tropical Storm Michael. He said the Park reported 129 trees down, 11 washes, three culverts failed and the Park had three slope failures.

Mr. Adam Yoelin, a resident of 600 High Street, addressed Council on the intersection of High, Oak, and Griffin. Mr. Yoelin stated that Farmville is an A+ town, describing the services of the Public Works Department, Police, Fire and Rescue organizations as excellent. He said the community is engaged and active with places of worship and with charitable organizations such as FACES and Piedmont Senior Resources. He spoke of he and his wife’s love of Farmville. He restated his belief that Farmville is an A+ town and said before the Town settles for a C solution to any problem, every option to achieve an A+ solution must be exhausted. He said quickly, and without any opportunity for public input, a decision was made to choose an interim option C from the Virginia Department of Transporation’s report from the intersection of High, Oak, and Griffin. Mr. Yoelin stated the report for option C includes additional signal heads with yellow flashing arrows, installing taller light poles and a new control box with signalization from VDOT. He referred back to the report and compared options A, B, and C. He said if Council elected to proceed with option C to save costs, that could affect the level of service of that intersection.

Mr. Yoelin stated he supports a roundabout for its safety, efficiency and aesthetic value, but would support the realignment for its improved efficiency. However, he can not support plan C. It is an unnecessary plan that delivers too little at the cost of time, money and community patience. Mr. Yoelin stated if the Town tries to achieve the results that the report suggested without doing
everything the report recommends, including allowing VDOT to assist with the implementation, Council is creating half a solution based on false assumptions. Mr. Yoelin said the Town and members of the community deserve better.

Mrs. Faye Green, a resident of 207 First Avenue, addressed Council on the intersection of High, Oak, and Griffin. Mrs. Green stated she was confused with the option that was discussed at the last Council meeting and questioned if the roundabout was still a possibility. She asked if Council was dismissing the recommendations of McCormick Taylor. She expressed concerns with the speed that vehicles travel through that intersection and spoke of the lights, overhead wires, etc. Mrs. Green spoke of grant opportunities to help offset the cost of a roundabout. She suggested that if Council was no longer considering a roundabout, perhaps a four-way stop could be discussed. She presented the Council with a rough draft sketch of the intersection depicting a four-way stop.

**REQUEST APPROVAL OF THE CONSENT AGENDA**

On motion by Mr. Hunter, seconded by Mr. Vincent, and with all Council members voting “aye,” the motion was granted to approve the consent agenda, as presented. The consent agenda included the draft minutes of the October 10, 2018, regular Council meeting and the draft minutes of the October 18, 2018, reconvened Council meeting.

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

On motion by Mr. Davis, seconded by Mr. Reid, and with Council members Dwyer, Hunter, Vincent, Pairet, Reid, Davis and Cole voting “aye,” the motion was granted to approve the Treasurer’s Report, as presented.

**BACKGROUND:** Mrs. Seal provided Council with an overview of the monthly Treasurer’s Report. She stated that the 2018 real estate and personal property tax bills have been mailed and are due on December 15, 2018.

**REQUEST AUTHORIZATION TO PAY THE BILLS**

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

*Bills Printed in Minute Book*
CONTINUE – REQUEST ON BEHALF OF MR. FRED PEARSON FOR A CONDITIONAL USE PERMIT

On motion by Mr. Hunter, seconded by Mr. Reid, and with all Council members voting “aye,” the motion was granted to continue the request on behalf of Mr. Fred Pearson for a conditional use permit.

BACKGROUND: Mr. Scott Davis, Assistant Town Manager, reported that Mr. Pearson was out of town and wanted to be present for the public hearing. On September 26, 2018, the Farmville Planning Commission recommended the Council approve the request on behalf of Mr. Fred Pearson for a conditional use permit.

Mr. Spates provided Council with background information on the request. He stated on July 10, 2018, the Board of Zoning Appeals approved two variances. One variance of having more than one building erected on any lot or parcel. The second variance was for the lot width of 457 feet, which is less than the section’s minimum required lot width of 815 feet. Mr. Spates stated the housing development would be targeted at college and professional tenants. He also stated the development is an allowed use, with a conditional use permit. A public hearing will be held on December 12, 2018, at 6:45 p.m. to hear citizens comments on the matter.

REQUEST FOR A CONDITIONAL USE PERMIT ON BEHALF OF MELANIE ADAMS

On motion by Mr. Cole, seconded by Mr. Davis, and with a recorded vote with Council members Vincent, Pairet, Reid, Davis, Cole, Dwyer and Hunter voting “aye,” the motion was approved to accept the recommendation of the Farmville Planning Commission for a conditional use permit on behalf of Ms. Melanie Adams to operate a daycare facility, with up to eight children, from her home located on Milnwood Road. Two conditions recommended by the Farmville Planning Commission: 1) the structure housing the day school be regularly inspected by the Town’s Building Official for compliance with all the fire and building code requirements for this type of use; and 2) to limit the overall number of children to be served to four of her own and four additional children, not her own. In the future she may add an additional four children, not her own, which would require a license from the Commonwealth of Virginia.

BACKGROUND: At the September 26, 2018, meeting, the Farmville Planning Commission held a public hearing and recommended Farmville Town Council approve the request on behalf of Melanie Adams for a conditional use permit to allow for a day school in the basement of her residence with two conditions: 1) the structure housing the day school be regularly inspected by
the Town’s Building Official for compliance with all the fire and building code requirements for this type of use; and 2) to limit the overall number of children to be served to four of her own and four additional children, not her own. In the future, she may add another four children, not her own, which would require a license from the Commonwealth of Virginia. The property is located at 503 Milnwood Road and zoned Residential District R-1, which allows for day schools and kindergartens with a conditional use permit.

**PARKING METERS**

On motion by Mr. Pairet, seconded by Mr. Davis and with a recorded vote with Council members Pairet, Reid, Davis, Cole, Dwyer, Hunter and Vincent voting “aye,” the motion was granted to accept the recommendation of the Infrastructure Committee to cover the parking meters on Main Street, Fourth Street, and Second Street from December 1, 2018 until December 25, 2018, for the holiday season. Citizens will not have to pay to park during that time period. Council also voted to convert all existing meters to accept nickels, dimes and quarters, with parking fees being established at $.25 for 30 minutes at all meters, with a maximum time of two hours. Metered parking will be in effect from Monday through Saturday, 8:00 a.m. through 6:00 p.m.

**BACKGROUND:** Mr. Pairet, Chairman of the Infrastructure Committee, reported that the Committee had discussed changing the parking meter heads in order to accept nickels, dimes and quarters. The cost to change the heads would be approximately $13.75 per meter. A nickel would allow six minutes of parking, and a quarter would allow 30 minutes of parking. Farmville Downtown Partnership conducted a study on the effects of parking meters in small shopping areas. Since currently all parking meters only accept quarters, Council members asked for additional information, such as how the new parking meter regulations would affect downtown restaurants and patrons? Would the parking meters be enforced 24 hours a day/seven days a week, less holidays? Mayor Whitus asked Council to consider changing metered parking to a $.25 minimum, with the ability to use nickels, dimes and quarters. They asked Ms. Ilsa Loeser, President of the Board for the Farmville Downtown Partnership, to work with the local merchants on gathering their thoughts on the parking meter fees and enforcement times.

**CONTINUED – PROBATION AND PAROLE EXPANSION**

On motion by Mr. Hunter, seconded by Mr. Davis and with all Council members voting “aye,” the motion was approved to continue the matter of the probation and parole office expansion.
BACKGROUND: The Assistant Town Manager is still gathering the information.

CONTINUED - INTERSECTION OF HIGH, OAK AND GRIFFIN

On motion by Mr. Reid, seconded by Mr. Cole and with all Council members voting “aye,” the motion was approved to continue the matter of the Oak, High and Griffin intersection.

BACKGROUND: At the November 7, 2018, work session, Council was asked by Mr. Adam Yoelin, a resident of High Street, to delay any decisions regarding the intersection until after the New Year. Mr. Pairet, Chairman of the Infrastructure Committee, reported the Committee will continue discussions about the intersection after the first of the year.

At the October 10, 2018, Council meeting, the motion to accept the recommendation by VDOT and realign the intersection of Oak, High and Griffin failed. Mayor Whitus recommended additional options be evaluated and to look at Oak Street. He also suggested that the residents in the area be included in the discussions. There was also conversation on applying for grant funding for a roundabout. Mr. Dwyer asked that members visit the intersection with staff to have a clearer understanding of the crosswalks and realignment. The Town Manager and the Director of Public Works marked the intersection, and Council was asked to contact the Town office if they wished to visit the intersection with the Town Manager. Mr. Spates stated that he and several Council members had visited the area of intersection of Oak, High and Griffin to visualize the layout of VDOT’s recommendation.

REQUEST ON BEHALF OF FACES

On motion by Mr. Reid, seconded by Mr. Davis, and with all Council members voting “aye,” the motion was approved to continue the request on behalf of FACES Food Pantry.

BACKGROUND: Mayor Whitus referred this item to the Finance and Ordinance Committee for recommendations. The Committee meets on November 29, 2018, and will discuss and bring back their recommendation to Council in December. FACES Food Pantry is constructing a new building next to the YMCA on Commerce Road. The building is going to be 7,000 square feet and located on two and one-half acres of land they purchased from the YMCA for $40,000. FACES has received a $400,000 grant from Feed More. The cost of the project is $700,000, and they will be raising the difference from local efforts. FACES is requesting the Town waive the cost of water and sewer tap fees and contribute to or help with site grading. The current value of the out-of-town water and sewer tap fees would be approximately $15,000, plus the cost for
materials and the estimated $20,000 cost for grading. There should only be one water and sewer tap, and FACES would be responsible for the monthly bill.

**THANKSGIVING HOLIDAY SCHEDULE**

On motion by Mr. Pairet, seconded by Mr. Reid, and with all Council members voting “aye,” the motion was approved to follow the 2018 Commonwealth of Virginia Thanksgiving Holiday Schedule for Town employees.

**BACKGROUND:** Mr. Spates stated that the last year during the 2017 Thanksgiving holiday season, Council followed the State and granted four hours holiday time on the Wednesday before Thanksgiving. This year the Commonwealth of Virginia 2018 Holiday Calendar grants four hours of holiday time for Wednesday, November 21, 2018.

**REQUEST AUTHORIZATION TO ADVERTISE A PUBLIC HEARING ON ORDINANCE #191**

On motion by Mr. Hunter, seconded by Mr. Davis, and with all Council members voting “aye,” the motion was approved to advertise for a public hearing on Ordinance #191 – Electronic Summons Systems Fee; Amount; Administration.

**BACKGROUND:** Mr. Spates stated that after speaking with the Town Attorney Gary Elder, Cumberland County needed to be added to the original Ordinance that was drawn up. Ordinance #191 would allow a fine of $5.00 for each criminal and traffic case where the defendant is convicted in either the General District Court or Circuit Court of Prince Edward County or Cumberland County. The criminal charge or traffic violation must occur within the Town of Farmville, and the fine collected must be used for funding software, hardware, and associated equipment costs for the implementation and maintenance of an electronic summons system.

**INFORMATION ONLY – RECREATION PROGRAMS**

For Council’s information only – during the Council retreat, members asked about the enrollment in the Town’s Recreation programs. Recreation Director, Chris Bolt, provided Council with enrollment information, along with Town resident versus Prince Edward County resident participants in each program.

**COMMITTEE REPORTS**

- Parks and Recreation Committee, Chairman Cole - no report
- Finance and Ordinance Committee, Chairman Davis – no report
- Personnel Committee, Chairman Reid – no report
Infrastructure Committee, Chairman Pairet – no report
Public Safety, Chairman Hunter – no report
Town Property/Building, Chairman Dwyer – no report

PURCHASE DIRECTIONAL SIGNS FOR PARKING DOWNTOWN

On motion by Mr. Hunter, seconded by Mr. Cole, and with a recorded vote with Council members Hunter, Vincent, Pairet, Reid, Davis, Cole, and Dwyer voting “aye,” the motion was approved to purchase directional signs for parking downtown.

BACKGROUND: Mr. Spates stated one of the issues that came up with parking downtown was signage showing where to park.

TOWN MANAGER AND STAFF REPORTS

Mr. Spates reported on the following items:

— The mattress store will be returning to Main Street. The store will be under new management.

— The sidewalk in front of Wal-Mart has been finished, and Public Works has started trimming and pruning the trees in the Westview Cemetery.

— The Prince Edward County Board of Supervisors has approved the First Responder Resolution.

— The Town and Longwood are working on specifics for the Town dispatching for Longwood University Police.

— The Pedestrian Bridge project is moving forward.

— The Milnwood Road project must be awarded by June of next year.

— The apron project at the airport is complete.

— The Veteran Program hosted by Fuqua School at the Crute Stage was well attended.

Chief Ellington thanked Council for the years of service bonus and spoke of the wonderful job the Public Works Department did during Tropical Storm Michael.

MAYOR WHITUS AND TOWN COUNCIL MEMBERS COMMENTED ON THE FOLLOWING MATTERS

Mr. Reid thanked the Public Works Department for all they did during Tropical Storm Michael, and commented on how well the Town looks. He questioned the decision of not having the annual employee holiday dinner this year, saying he looks at the event as a way to show appreciation to the Town employees. Brief discussions took place. Mr. Spates stated employees
would take part in departmental holiday lunches and the employee holiday dinner would be revisited next year.

**CLOSED SESSION – CONTRACT**

On motion by Mr. Davis, seconded by Mr. Hunter, and with all Council members voting “aye,” Council went into closed session under Section 2.2-3711.A.29 of the Code of Virginia for the discussion of the award of a public contract involving the expenditure of public funds, where discussion in an open session would adversely affect the bargaining position or negotiating strategy of the public body.

    Mayor Whitus announced a five-minute recess.
    Council returned to closed session.

On motion by Mr. Davis, seconded by Mr. Reid, and with all 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: Seven “ayes”, Zero “Noes”

MOTION: Davis  SECOND: Cole

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

NOES: None

ABSENT DURING VOTE: None

ABSENT DURING MEETING: None

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Clerk
There being no other business, the meeting adjourned.

APPROVED:  ATTEST:

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