

**REGULAR WORK SESSION OF THE FARMVILLE TOWN COUNCIL**  
**HELD ON OCTOBER 2, 2019**

At the regular work session of the Farmville Town Council held on Wednesday, October 2, 2019, at 11:00 a.m., in the Council Chamber of the Town Hall, located at 116 North Main Street, Farmville, Virginia, there present were Mayor David E. Whitus, presiding and Council members G.C. Cole, D.L. Hunter, B.R. Vincent, T.M. Pairet, A.D. Reid, D.L. Dwyer, and J.J. Davis.

The Town staff present were Interim Town Manager, C. Scott Davis; Administrative Assistant, Jackie Vaughan; Farmville Volunteer Fire Chief, Dean Farmer, and Town Clerk, Lisa Hricko.

Town Treasurer, Carol Anne Seal, Chief of Police, Andy Ellington, and Director of Public Works, Robin Atkins, entered the meeting after the closed session.

Mayor Whitus called the meeting to order.

The Town Clerk called the roll, noting all members as present.

Mayor Whitus announced that Town Council would be going into closed session.

**CLOSED MEETING – PERSONNEL**

On the motion by Mr. Davis, seconded by Mr. Hunter and with all members voting “aye,” the Council went into closed session under Section 2.2-3711.A.1, of the Code of Virginia, to discuss the search process for the Town Manager position.

On the motion by Mr. Davis, seconded by Mr. Hunter, and with all members voting “aye,” the 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

MOTION: Davis

SECOND: Hunter

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

NOES: None

ABSENT DURING VOTE: No one

ABSENT DURING MEETING: No one

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Clerk

**2019-2020 STREET PAVING**

Mr. Davis, Interim Town Manager, stated each year the Town spends Street Maintenance funds to maintain sidewalks, paint roadway markings, patch roadway areas, pave specific arterial and collector corridors, and Town Council approves the list of streets to be paved. The Interim Town Manager presented the 2019 list of arterial and collector streets in need of paving, as reported by Robin Atkins, Director of Public Works.

**Arterial streets highlighted:** West Third Street, parameters—Buffalo Creek Bridge to Main Street, estimated cost \$213,000, and South Main, parameters—described as the outside lane headed south, past the construction of the Milnwood and Main Street grant project. Mr. Davis, Interim Town Manager, stated the paving would complete that grant project, estimated cost \$8,040.

**Collector streets highlighted:** Gilliam Drive, parameter—Fourth Avenue Ext, estimated cost \$87,000; Gilliam Drive, parameters— South Main Street to Fourth Avenue Ext., estimated cost \$32,000; Graham Road, parameters— Milnwood Road to South Main Street, estimated cost \$17,600.

Mayor Whitus spoke of West Third Street as an entryway into the Town and that the road was in terrible shape. He said that West Third Street from the town limits to Main Street had been mentioned in the past when discussing paving. Adding, that perhaps he, Mr. Reid, and the Interim

Town Manager, could speak with Commissioner Bert Dodson, Jr, about some discretionary funding after the ribbon-cutting.

The ribbon-cutting is for the Buffalo Creek Bicycle/Pedestrian Bridge and Trail and is scheduled for 11:00 a.m., Friday, October 18, 2019. Mr. S. Davis, Interim Town Manager, agreed to reach out to Chris Winstead, P.E., District Engineer, with the Virginia Department of Transportation regarding Commissioner Dodson's schedule.

The Council asked Mr. Atkins, Director of Public Works, if there were other town streets that were not on the report and in need of repaving. Mr. Atkins stated there were additional streets. Mr. Davis, Interim Town Manager, advised the Council that there are companies that a locality can contract with that use special vehicles that ride the roads and grade them, prioritizing the need for repaving. He added he is gathering information on this method and will present it to the Council at a later date. There were no additional questions from the Council.

**WATER AND SEWER LINE FROM BRAGG STREET TO WEST SIDE OF MAIN STREET**

Mr. Davis, Interim Town Manager, stated Mr. Mike Papandrea wants to develop some duplexes on property located on North Main Street. To do that, Mr. Papandrea would need an easement from Robert E. Taylor Family Limited. The Interim Town Manager stated he had spoken with Mr. Taylor, and he is in agreement with the area for the easement. Mr. Davis, Interim Town Manager, said he will work with the Town Attorney on the drawing for the easement to bring water and sewer from Bragg Street. He informed the Council, based on the language of the sewer ordinance, Mr. Papandrea does not have to connect to the sewer system because it does not abut to his property from the street or alley. The price for boring for the water and sewer is costly, so the plan is to open-cut North Main Street and patch the road. The cost of labor and equipment is part of the budget, the additional cost to the Town would be materials, estimated at \$24,500. The Interim Town Manager projected recouping those costs when taps are made. Mr. Pairet stated the Town was moving in the right direction. There were no questions from the Council.

**TOWN RENTAL FACILITIES – FEES AND NON-PROFITS**

Mr. Davis, Interim Town Manager, asked for clarity from Town Council on waiving fees on the rental of Town facilities. Currently, there is not a policy, and he is asking for guidance from the Council on granting requests when asked to waive the rental fee. The Council asked that a spreadsheet be generated, either monthly or quarterly, that identifies the facility, who is renting the

facility, and how much was charged. It was also suggested that Mr. Davis, Interim Town Manager, look into an online calendar system so the availability of the facilities can be shared between office staff. Mayor Whitus suggested this matter should be referred to a committee and directed the Interim Town Manager to use his discretion until guidelines can be formulated, and if he was uncertain about waiving the fee, he could always call. Mr. Davis, Interim Town Manager, stated that he would waive the rental fees for non-profits and government agencies, other than that he would not recommend waiving any rental fees. Mr. Dwyer inquired about civic groups, and Mr. Cole stated a cleaning fee should be charged on all rentals because its an expense that the Town incurs. Conversations continued. Mr. Davis, Interim Town Manager, suggested that a deposit be collected on all rentals, and if the facility is left in good condition, the deposit would be refunded. Mayor Whitus stated he does not want to make any seismic shifts quickly. There were no additional comments from the Council.

#### **ADJUSTMENT TO WATER/SEWER BILL POLICY**

In 2009, Farmville Town Council adopted a policy on adjustments to water/sewer bills. The policy is based on the customer having a leak. Mr. Davis, Interim Town Manager, stated a customer has requested an adjustment on the bill because she filled her pool and watered her sod. He noted that in the past, she has received an adjustment for filling her pool. He said he agreed to credit her bill for a portion of the water used to fill her pool, but not on watering her sod. Mr. Davis, Interim Town Manager, stated water and sewer were discussed at the July Finance and Ordinance Committee meeting. He said he would like to update the water and sewer policy and enhance it in other sections to include more than just billing. The policy will be amended and presented for discussion at the next work session. There were no comments from the Council.

#### **REPORT FROM THE INTERIM TOWN MANAGER**

Mr. Davis, Interim Town Manager, reported on the following matters:

- Longwood University will be holding Octoberfest and an evening concert on Saturday, October 5, 2019 - overtime has been authorized for the Farmville Police Officers
- An employee picnic is scheduled for Friday, October 25, 2019, from 11:00 a.m. – 2:00 p.m. at Wilck’s Lake. The event is floating, and Supervisors will be cooking hamburgers and serving the town employees. Mrs. Jackie Vaughan, the Administrative Assistant in the Town Manager’s Office, has agreed to coordinate the event, which will include games and

a homemade dessert contest. The winner of the dessert contest will receive a free day off. Three (3) employees from different departments will serve as judges.

- Water update—as of today, 18.2 million gallons are flowing past the Water Treatment Plant; if the flow was to fall to about 16 million gallons, the Council might want to consider water conservation measures and a media blitz, and if the flow drops to about 10 million gallons then that creates concerns and additional actions.

**COMMENTS BY MAYOR AND MEMBERS OF TOWN COUNCIL**

Mr. Cole stated a resident of Gilliam Drive contacted him about the condition of the private pond located off Jesse's Way. The resident described the pond with scum like growth covering the water and overgrown vegetation around the pond. The resident described the pond as hazardous with mosquitos and other critters that carry diseases. Mr. Cole asked if there was an ordinance that addresses these concerns. Mr. Davis, Interim Town Manager, stated the Town does not have an ordinance that regulates ponds. Mayor Whitus said he and the Interim Town Manager were meeting with the developer tomorrow and would add this issue to the topics being discussed.

Mr. Hunter asked if the Town has a cost estimate for the pool repair? Mr. Davis, Interim Town Manager, said no, he did not, because the pool is closed for the season. Mr. Hunter said it would be good to have a cost estimate to have an idea of what next year's costs would be.

Mr. Davis said he will move forward with getting an estimate.

There being no other business, the meeting adjourned.

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David E. Whitus, Mayor

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Lisa M. Hricko, Clerk