REGULAR MEETING OF THE FARMVILLE TOWN COUNCIL
HELD ON JANUARY 8, 2020

At the regular meeting of the Farmville Town Council held on Wednesday, January 8, 2020, at 7:00 p.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, D.E. Dwyer, A.D. Reid, and J.J. Davis.

The staff present was the Interim Town Manager, C. Scott Davis; Town Attorney, Gary Elder; Town Treasurer, Carol Anne Seal; Chief of Police, Andy Ellington; Director of Public Works, Robin Atkins; Administrative Assistant, Jackie Vaughan, and Clerk of Council, Lisa Hricko.

Mayor Whitus welcomed guests and announced that Reverend Michael Kendall, with the Farmville United Methodist Church, would provide the invocation, followed by the Pledge of Allegiance led by Vice Mayor Reid.

The Clerk of Council called the roll, noting all members were present.

Chief Andy Ellington was asked to come forth and introduce the Farmville Police Department’s new officer.

Chief Andy Ellington proudly introduced Officer Taylor Paige Roberts. He said on December 18, 2019, Officer Roberts graduated from the Central Virginia Criminal Justice Training Academy in Lynchburg, VA, receiving top honors for her academic accomplishments throughout the Academy. Officer Roberts received the Academic Distinction Award, which recognizes the long hours of study and effort by the student achieving the highest average initial score on all academic tests and the final exam. He said Officer Roberts is now the fourth Farmville Police Officer to receive the prestigious award. Officer Roberts will continue her training process by completing 12 weeks of field training with a certified field training officer.

Mayor Whitus and the Council welcomed Officer Roberts to the Police Department and congratulated her on the accomplishments while in the academy.

PUBLIC COMMENT PERIOD

With no one signed up to speak, Mayor Whitus returned the Council to the regular order of business.

APPROVAL OF THE CONSENT AGENDA
On the motion by Mr. Hunter, seconded by Mr. Vincent and with a recorded vote with Council members Cole, Hunter, Vincent, Pairet, Dwyer, Reid and Davis voting “aye,” the consent agenda was approved. The consent agenda includes the draft minutes of the regular work session of the Farmville Town Council with the Farmville Planning Commission held on December 4, 2019, and the regular December 11, 2019, Town Council meeting.

**APPROVAL OF THE TREASURER’S REPORT**

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

**BACKGROUND:** Mrs. Seal, Town Treasurer, provided a brief overview of the Treasurer’s Report. She said all business license applications have been mailed and are due at the end of February.

**APPROVAL OF PAYMENT OF THE BILLS**

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

**AUTHORIZATION TO ADJUST A WATER/SEWER BILL ON BEHALF OF VIVIAN ELLISON**

On the motion by Mr. Pairet, seconded by Mr. Davis and with a recorded vote with Council members Vincent, Pairet, Dwyer, Reid, Davis, Cole and Hunter voting “aye,” the motion was approved to authorize the Town Treasurer to make a one-time adjustment of $177.36 on the water/sewer bill for Vivian Ellison at 1602 Scott Drive.

**BACKGROUND:** Carol Anne Seal, Town Treasurer, stated that Ms. Vivian Ellison requested an adjustment on her water/sewer bill due to a hot water leak at her resident located at 1602 Scott Drive, Farmville. This would be the second adjustment within a year at 1602 Scott Drive, and by Town policy, this adjustment would require approval by the Council. She explained that the Ellison’s first adjustment was on May 31, 2019, for $136.81 when a water hose burst. Mrs. Seal said Mr. Ellison has paid $100.00 towards their current November bill of $316.04. She said based on the water/sewer policy, the account would receive a credit of $177.36.

**REAPPOINTMENT OF CINDY CAVE TO THE FARMVILLE INDUSTRIAL DEVELOPMENT AUTHORITY**
On the motion by Mr. Davis, seconded by Mr. Pairet and with a recorded vote with Council members Pairet, Dwyer, Reid, Davis, Cole, Hunter, and Vincent voting “aye,” the motion was approved to request that the Circuit Court of Prince Edward County accept the recommendation of the Farmville Town Council and reappoint Cindy Cave to the Farmville Industrial Development Authority for a term ending on February 28, 2024.

**BACKGROUND:** Mr. Scott Davis, Interim Town Manager, stated that Ms. Cave’s term on the Farmville Industrial Development Authority expires on February 29, 2020. The staff has contacted her, and she has expressed interest in continuing to serve on the Authority.

**AUTHORIZATION TO PROCEED WITH THE USDA GRANT FOR THE FARMVILLE POLICE DEPARTMENT**

On the motion by Mr. Hunter, seconded by Mr. Davis and with a recorded vote with Council members Dwyer, Reid, Davis, Cole, Hunter, Vincent, and Pairet voting “aye,” the motion was approved to grant authorization to the Interim Town Manager to sign the necessary documents to apply for a USDA grant for radios for the Farmville Police Department.

**BACKGROUND:** Chief Andy Ellington informed the Council that he had been working with Mr. Todd Fortune with the Commonwealth Regional Council to find funding for upgrades to the radios for the police department. Mr. Fortune had contacted the USDA to seek grant funding. Ms. Cindy Bomar, an Area Specialist with the USDA, advised that there is a grant available with a $50,000 limit. The grant is on a first-come, first-serve basis and encouraged the Town to apply as soon as possible. Chief Ellington stated that the funding would require a 25% match from the Town on the amount awarded.

**COMMITTEE REPORTS**

Prince Edward Volunteer Rescue Squad Board, Mr. Cole, representative – The Executive Board has selected an individual to fill the Executive Director position. They are currently in negotiations and hope to have the candidate named within the next few days. The Board’s goal is to have the person start on the first of February.

- Public Safety Committee, Mr. Hunter, Chairman – no report
- Parks/Recreations Committee, Mr. Vincent, Chairman – no report
- Infrastructure Committee, Mr. Pairet, Chairman – no report
- Town Property/Buildings Committee, Mr. Dwyer, Chairman – no report
- Personnel Committee, Mr. Reid, Chairman – no report
Finance and Ordinance Committee, Mr. Davis, Chairman - no report

**INTERIM TOWN MANAGER AND STAFF REPORTS**

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

*The Berkley Group*—several members of the community that attended the Berkley Group’s public information meeting on the Comprehensive Plan update and amendments to the zoning and subdivision ordinance, have requested that an additional public meeting be scheduled. They are asking that the meeting take place after the public has the opportunity to review the draft Comprehensive Plan and zoning and subdivision amendments. Council discussed the request.

**REQUEST TO CONSIDER ADDING AN ADDENDUM TO THE CONTRACT WITH THE BERKLEY GROUP ON UPDATING THE COMPREHENSIVE PLAN AND ZONING AND SUBDIVISION ORDINANCE**

On the motion by Mr. Hunter, seconded by Mr. Pairet and with a recorded vote with Council members Cole, Hunter, Vincent, Pairet, Dwyer, Reid, and Davis voting “aye,” the Council authorized the Interim Town Manager to proceed with adding an addendum to the Berkley Group’s contract on updating the Town’s Comprehensive Plan and zoning and subdivision ordinances. The addendum is to add an additional Public Information meeting to the contract for a fee of $3,000.

**BACKGROUND:** The Interim Town Manager stated on December 18, the Berkley Group held a public information meeting in the Council Chamber. Representatives presented an overview of the drafts of the updates to the Town’s Comprehensive Plan and amendments to the Town’s zoning and subdivision ordinance. Some community residents expressed their desire that a public information meeting is held after they have the opportunity to review the documents so their questions or concerns could be addressed by the Berkley Group before the public hearing process begins. Mr. Davis, Interim Town Manager, said the Planning Commission has funds available in their budget. However, the Town Council will have to authorize the Interim Town Manager to issue the addendum to amend the contract.

Mr. Davis, Interim Town Manager, reviewed the process of the Farmville Planning Commission and the Town Council on the recommendation and adoption of the updated Comprehensive Plan and the Town’s zoning and subdivision ordinances. He reminded the Council that both the Farmville Planning Commission and the Town Council would have to hold public hearings.
Paypoint HR—reviewed a working draft of the report and made a few suggestions. The Interim Town Manager stated he has not seen the classifications or compensation plan but anticipates having the final report to present to the Council at their February work session.

Town Auction—Reminded members that Carwile Auctions will be handling the auction of surplus Town equipment on Saturday, January 11, at 10:00 a.m. at the Sports Arena.

Fireworks at the Farmville Regional Airport on July 3—Delta Airport Consultants notified Mr. Davis that construction at the airport will not begin until after July 6. The Interim Town Manager stated the July 3rd Fireworks celebration will take place at the Farmville Regional Airport; however, the cost may be slightly higher because the Town will have to contract with a vendor to shoot the fireworks show. The Interim Town Manager noted that some fireworks were remaining from last year’s event, which will have some bearing on what will be purchased. He added that since July 4 falls on a Saturday, Friday, July 3, is a holiday for Town employees. With Town employees not shooting the fireworks, only essential staff will need to be working the event.

The pool at the Farmville Municipal Golf Course—Mr. Davis, Interim Town Manager, asked if the Council would revisit discussions of the pool at their February work session. He said he needed direction from the Council on their plans of opening the pool for this coming season or of the possibility of working with Fuqua School on arrangements for Farmville residents to use Fuqua’s pool. If the Council chooses to open the municipal pool for one more season, some repairs need to be done before the pool season begins. Mr. Davis, Interim Town Manager, mentioned that next week he has a meeting scheduled with Mr. John Melton, Head Master of Fuqua School, to discuss the Town residents using the Fuqua School pool.

Federal Highway Administration Audit—Periodically, the Federal Highway Administration performs audits on projects where they provide grant funding. They will be here on Friday, January 10 to audit the Pedestrian Bridge project. The process should take approximately four hours.

Virginia Local Government Management Association Winter Conference—The Interim Town Manager stated he would like to attend the VLGMA winter conference and had discussed the request with the Mayor. He said Mayor Whitus expressed no concerns, but he also wanted to let the rest of the Council know that barring any objections from the Council, he would not be at the February 12 Council meeting. The VLGMA winter conference is beginning on Wednesday, February 12. The Council voiced no objections.
Mayor Whitus informed the Council that he has recently spoken with representatives from the Berkley Group. They would like to meet with Town Council to review the applicants and provide additional information on perhaps the top five or six candidates recommended for interviews. The Berkley Group will be presenting at the VLGMA and will not be available for an evening meeting on February 12. They have asked if the Council would consider changing the February 12 meeting time from 7:00 p.m. to 10:00 a.m. Mayor Whitus reported that the Berkley Group has received 25 applications and anticipates receiving an additional 5 to 10 applications before the initial process date of January 20.

**REQUEST TO CHANGE THE MEETING TIME OF THE WEDNESDAY, FEBRUARY 12, 2020 TOWN COUNCIL MEETING**

On the motion by Mr. Davis, seconded by Mr. Hunter and with all Council members voting “aye,” the Council approved changing the time of the Wednesday, February 12, 2020, regular Town Council meeting from 7:00 p.m. to 10:00 a.m.

The Council returned to the staff reports.

Chief Ellington informed the Council that the Farmville Police Department raked 13th in the nation on National Night Out for localities with fewer than 10,000 residents. The Council congratulated Chief Ellington on the department’s accomplishment. National Night Out is a community-police awareness-raising event in the United States, held on the first Tuesday of August. He also mentioned that applications are being accepted for the Department's Annual Citizen Academy.

Robin Atkins, Director of Public Works, mentioned staff from the Department of Environmental Quality that administers landfill inspections will be conducting a review on the closed town landfill tomorrow. The process should take approximately four hours, and he anticipates no issues. He also stated that this past month staff from public works has repaired several water line breaks mostly caused by contractors.

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

Mr. Pairet complimented Chief Ellington and the Farmville Police Department for their handling of recent incidents.

**CLOSED SESSION – SECTION 2.2-3711. A.7**

On the motion by Mr. Davis, seconded by Mr. Hunter and with all the Council members voting “aye,” the Council convened in closed meeting pursuant to the Code of Virginia, in
accordance with the provisions of paragraph A.7 of Section 2.2-37114, for the discussion of probable litigation between the Town of Farmville and Charles C. Anderson, M.D.

  Mayor Whitus announced a five (5) minute recess.
  The Council reconvened in closed session.
  On the motion by Mr. Davis, seconded by Mr. Reid and with all the Council members voting “aye,” the Council returned to the regular order of business.
  Mayor Whitus called for a five (5) minute recess before entering the closed session.
  On a motion by Mr. Davis, seconded by Mr. Hunter 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: 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

There being no other business, the meeting adjourned.
APPROVED: David E. Whitus, Mayor

ATTEST: Lisa M. Hricko Clerk