

REGULAR MEETING OF THE FARMVILLE TOWN COUNCIL
HELD ON MARCH 9, 2022

At the regular meeting of the Farmville Town Council held on Wednesday, March 9, 2022, 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 D.E. Whitus, presiding, and Council members S.O. Amos, G.C. Cole, D.E. Dwyer, D.L. Hunter, T.M. Pairet, and A.D. Reid.

The staff present were Town Manager C. Scott Davis, Chief of Police Andy Ellington, Deputy Finance Director Carol Anne Seal, Director of Community Development Lee Pambid, Director of Public Works Robin Atkins, IT Support Ashley Austin, Deputy Clerk Jacqueline Vaughan, and Clerk Mary McKay.

Mayor Whitus called the meeting to order by welcoming guests and announced Reverend Dr. Peter Smith, Pastor of Farmville Presbyterian Church, would provide the invocation. The Pledge of Allegiance followed and was led by Vice-Mayor Reid.

The Clerk called the roll, noting B.R. Vincent as absent.

PUBLIC HEARING – CONDITIONAL USE PERMIT CASE CUP22-001

Town Manager reported the public hearing is for a conditional use permit for 703 First Avenue and is for a dwelling unit above the garage. It was noted the applicants were present for the meeting. With no one signed up or wishing to speak, the public hearing ended.

PUBLIC COMMENT PERIOD

Mr. Rick Ewing, Director of Central Virginia Regional Library, provided a verbal report and referenced information that had been provided for Council to review. The largest part of the increase is the new minimum wage that goes into effect January 2023. Most library staff, 11 out of 20, make minimum wage. Mr. Ewing asked for Council to take notice of the library wage history and its modest wages. A reduction in state library funding and joining the Virginia Retirement System were other factors for the increase.

Noted were many attributes of the library:

- Over a million titles are available at the Farmville Library if you include the digital format, which is expanded by connections made with Hampden-Sydney College and Longwood University.
- Delivery is available between all the libraries. Items may be picked up and returned at the Farmville Library.

- The Farmville Library is a meeting/gathering/study place for people of all ages, a place that doesn't require money to be spent.
- Staff are available to help with technology.
- There is high speed wi-fi available 24/7.
- Multiple printing capabilities offer very reasonable prices.
- The Dolly Parton Information Library service is available. Free books can be mailed to children's homes in Farmville and in the two counties to encourage early childhood literacy.
- Story walks are being encouraged around Farmville to read a story while walking around town.

Mr. Ewing thanked Council for supporting the library and asked for calls or emails if there are any questions.

Jen Cox offered her thanks on behalf of Lancer Nation, for the Town and the Community for coming out with such support for Longwood University Men's and Women's Lancer basketball teams. Ms. Cox reported on a newly planned Selection Sunday Watch Party at Willett Hall and advised the doors will open at 5:30 p.m. this Sunday, March 13, 2022, and is free and open to the public to attend. The men's selection show starts at 6:00 p.m. CBS will cut to Live National TV feed of Willett Hall so when Longwood is announced, they will have their big moment, and then again at 8:00 p.m. will be the women's bracket. It is hoped community members will come out and everyone is asked to wear their Lancer gear. Foods, drinks, and giveaways will be provided, and some highlight videos of the season will be posted for everyone to enjoy. Ms. Cox thanked Council for supporting Longwood University, noting the nice welcome back for the buses when they returned to town Monday afternoon, March 7th.

Mayor reported on the "Turn the Town Blue" event and asked residents to place blue lights in their windows or turn their porch lights blue to show the Town's Lancer spirit. A joint Town of Farmville and Prince Edward County effort to "Turn the Community Blue" is anticipated. Ms. Cox stated they hope to have some additional posters for Main Street and Downtown Farmville businesses wanting to help show their support.

Mayor Whitus returned the Council to the regular order of business.

REQUEST APPROVAL OF THE CONSENT AGENDA

On the motion of Mr. Cole, seconded by Mr. Hunter, and with all Council members present voting “aye”, the Consent Agenda was approved.

REQUEST APPROVAL OF THE FINANCE REPORT

The February Finance Report was provided by the Deputy Finance Director. Ms. Seal stated the percentage collected of real estate through March 9th is 97.19% and personal property tax is 95.44%. Real Estate is up .51% and personal property tax is up .25% from last month. Business license is still being collected which was due by February 28, 2022. The Annual Retail Sales Report will be available for the April meeting.

On a motion by Mr. Pairet, seconded by Mr. Dwyer, and with all Council members voting “aye”, the Treasurer’s report was approved.

APPOINTMENTS TO THE FARMVILLE INDUSTRIAL DEVELOPMENT AUTHORITY

BACKGROUND: Personnel Committee Chairman Reid provided a brief update from the Committee meeting that was held prior to the Regular Meeting on March 9, 2022, to discuss the expiring terms and the vacant position on the Farmville Industrial Development Authority. The Committee agreed to recommend to Council to reappoint Perry Carrington, Teresa Stewart and Leigh Lunsford and to appoint the two new applicants, Mark Kernohan and Zachary Preston, to the Farmville Industrial Development Authority. Chairman Reid asked for a motion for the appointments to the Industrial Development Authority. Town Manager noted the full-term appointments will be Perry Carrington, Teresa Stewart, Leigh Lunsford, and Mark Kernohan. Zachary Preston will fill the unexpired term of Marie Godin which is three years. Ms. Marie Godin resigned effective January 25, 2022.

Mr. Cole made the motion to appoint Perry Carrington, Teresa Stewart, Leigh Lunsford, and Mark Kernohan to a full term, and Zachary Preston to fill the unexpired term of Marie Godin to the Farmville Industrial Development Authority, seconded by Mr. Hunter, and with a recorded vote of Council members Cole, Dwyer, Hunter, Pairet, Reid, and Amos voting “yes”, the measure passed.

APPROVAL OF FY 2022-2023 LOCAL CHOICE HEALTH INSURANCE RATES

BACKGROUND: Town Manager reported discussions were held at the February 24, 2022 Finance Committee meeting and the March 2, 2022 Work Session concerning the increased Anthem health insurance rates and the need to select a rate of percentage of the employee contribution. The renewal selection is due to Anthem by March 25, 2022. A discussion was held at the Work Session about looking at different calculations of percentages of increase. These calculations were sent to Council for consideration. Mr. Cole gave an overview of the spreadsheet's calculations noting one to three percent pre-tax increases being shown.

Mr. Cole made a motion to increase the employee contribution by two and one-half percent over the current contribution, seconded by Mrs. Amos, and with Council members Dwyer, Hunter, Pairet, Reid, Amos, and Cole voting "yes", the measure passed.

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The Local Choice Health Benefits Program Town of Farmville Proposed Rates Effective from for July 01, 2022 through June Employee Contribution Worksheet.

**With Comprehensive Dental
ACTIVE EMPLOYEES**

	Current Rate	New Rate	Current Rate	New Rate	Current Rate	New Rate
Key Advantage 250	852	921	1,576	1,704	2,300	2,487
Key Advantage 500	762	850	1,410	1,573	2,057	2,295

	Tier	2021/22 Rates	Current Emp%	Monthly Cost	Employee Increase
Key Advantage 250	Single	57.89	6.80%	62.63	4.74
	Dual	413.35	26.20%	446.45	33.10
	Family	602.72	26.20%	651.59	48.87
Key Advantage 500	Single	13.00	1.71%	14.54	1.54
	Dual	325.54	23.09%	363.21	37.67
	Family	474.17	23.05%	529.00	54.83

	Tier		Current Emp%	Per Pay Cost	Employee Increase
Key Advantage 250	Single	\$ 26.72	6.80%	28.91	2.19
	Dual	\$ 190.78	26.20%	206.05	15.28
	Family	\$ 278.18	26.20%	300.74	22.56
Key Advantage 500	Single	\$ 6.00	1.71%	6.71	0.71
	Dual	\$ 150.25	23.09%	167.63	17.38
	Family	\$ 218.85	23.05%	244.15	25.31

1% Increase to Employee Contribution		
Current Emp%	Monthly Cost	Employee Increase
7.80%	71.84	9.21
27.20%	463.49	17.04
27.20%	676.46	24.87
2.71%	23.04	8.50
24.09%	378.94	15.73
24.05%	551.95	22.95

2% Increase to Employee Contribution		
Current Emp%	Monthly Cost	Employee Increase
8.80%	81.05	23.16
28.20%	480.53	67.18
28.20%	701.33	98.61
3.71%	31.54	18.54
25.09%	394.67	69.13
25.05%	574.90	100.73

2.5% Increase to Employee Contribution		
Current Emp%	Monthly Cost	Employee Increase
9.30%	85.65	27.76
28.70%	489.05	75.70
28.70%	713.77	111.05
4.21%	35.79	22.79
25.59%	402.53	76.99
25.55%	586.37	112.20

3% Increase to Employee Contribution		
Current Emp%	Monthly Cost	Employee Increase
9.80%	90.26	32.37
29.20%	497.57	84.22
29.20%	726.20	123.48
4.71%	40.04	27.04
26.09%	410.40	84.86
26.05%	597.85	123.68

Current Emp%	Per Pay Cost	Employee Increase
7.80%	33.16	4.25
27.20%	213.92	7.86
27.20%	312.21	11.48
2.71%	10.63	3.92
24.09%	174.89	7.26
24.05%	254.75	10.59

Current Emp%	Per Pay Cost	Employee Increase
8.80%	37.41	10.69
28.20%	221.78	31.01
28.20%	323.69	45.51
3.71%	14.55	8.55
25.09%	182.15	31.90
25.05%	265.34	46.49

Current Emp%	Per Pay Cost	Employee Increase
9.30%	39.53	12.81
28.70%	225.71	34.94
28.70%	329.43	51.25
4.21%	16.52	10.52
25.59%	185.78	35.53
25.55%	270.63	51.79

Current Emp%	Per Pay Cost	Employee Increase
9.80%	41.66	14.94
29.20%	229.65	38.87
29.20%	335.17	56.99
4.71%	18.48	12.48
26.09%	189.41	39.16
26.05%	275.93	57.08

ADOPTION OF RESOLUTION 2022-03-01 – SALARY ADJUSTMENTS FOR E911 COMMUNICATIONS OPERATORS

BACKGROUND: Mayor noted this discussion was held previously. Town Manager advised the resolution allows for the transfer of funds from the Wireless Fund to the actual department for the increase in funds needed to adjust these salaries.

On a motion by Mr. Cole, seconded by Mr. Reid, and with a recorded vote of Council members Hunter, Pairet, Reid, Amos, Cole, and Dwyer voting “yes”, the motion to adopt Resolution 2022-03-01 passed.

Resolution # 2022-03-01

Transfer Funds To Adjust For Change In Salaries In Emergency Communications From 911 Wireless Funds

WHEREAS, Town Council recognizes the current difficulties of hiring qualified and quality applicants in emergency communications; and

WHEREAS, Town Council is committed to being competitive in hiring salary; and

WHEREAS, Town Council recognizes the need to retain current employees while maintaining fiscal responsibility for the Town as a whole; and

WHEREAS, Town Council agrees for the hiring salary of the position of Communications Operator I to start at \$33,000, for current employees in the position Communications Operator I with the lowest salary will be increased to \$33,000 and all other Communication Operator I and II positions will be increased by \$4,920 unless this amount would make the salary above the maximum in the salary range then these employees will receive an increase up to the maximum of the salary range, these increases will become effective at the beginning of the pay period on March 20, 2022; and

WHEREAS, Town Council approves the transfer of up to \$40,000 from 911 wireless fund to the dispatch department in the general fund for the salary increases; NOW THEREFORE,

BE IT RESOLVED BY THE TOWN OF FARMVILLE TOWN COUNCIL:

1. The hiring salary of the position of Communications Operator I to start at \$33,000, for current employees in the position Communications Operator I with the lowest salary will be increased to \$33,000 and all other Communication Operator I and II positions will be increased by \$4,920 unless this amount would make the salary above the maximum in the salary range then these employees will receive an increase up to the maximum of the salary range, these increases will become effective at the beginning of the pay period on March 20, 2022.

- 2. The transfer of up to \$40,000 from 911 wireless fund to the dispatch department in the general fund for the salary increases.
- 3. This resolution shall be in full force and effect upon approval.

Approved:

Mayor

Attest: _____
Clerk of Council

I certify that the above resolution was:

Adopted on _____.

Ayes: _____. Nays: _____. Absent: _____. Abstain: _____.

The Honorable A.D. "Chuckie" Reid: _____.

The Honorable Sallie O. Amos _____.

The Honorable Daniel E. Dwyer _____.

The Honorable Tommy Pairet _____.

The Honorable Brian Vincent _____.

The Honorable Donald L. Hunter _____.

The Honorable Greg Cole _____.

REQUEST FOR CONDITIONAL USE PERMIT – CASE CUP22-001

On a motion by Mr. Cole, seconded by Mr. Hunter, and with a recorded vote of Council Members Pairet, Reid, Amos, Cole, Dwyer, and Hunter voting "yes", the motion to approve Conditional Use Permit - Case CUP22-001 passed.

REFUND PARTIAL BUSINESS LICENSE FOR DAVIES & DAVIES, ATTORNEYS AT LAW Town Manager reported this business is no longer in the Town of Farmville and a request for a partial refund on their business licenses was requested.

On a motion by Mr. Dwyer, seconded by Mrs. Amos, and with a recorded vote of Council Members Reid, Amos, Cole, Dwyer, Hunter and Pairet voting “yes” the motion to approve the partial refund of \$46.80 on the 2021 business license to Davies and Davies Attorneys at Law passed.

DISCUSSION: CHANGES ON RENTAL FACILITIES FEES AND DEPOSITS

BACKGROUND: Town Manager reported a discussion was held previously in the February 24, 2022 Finance Committee meeting of what the cost is to maintain and also clean the rental facilities after each event and the fees. The rental facility rates have not been adjusted for some time. Town Manager reported on the usage of the rental facilities in calendar year 2019, the year prior to the pandemic: Train Station-162, Wilck’s Lake-62, Fireman’s Sports Arena-36, Banquet Room -18, Riverside Park -10, Crute Stage-4, and the Community Marketplace-3 (outside of the Farmer’s market usage). There is wear and tear on the buildings and the expense of cleaning the facility after each event. The proposed rates are not drastic, and increases should be implemented gradually as the economy is increasing instead of all at one time. As discussed, Town Manager suggested increasing the rental rate, and adding a deposit, to be paid up front to avoid any non-payment issues. The deposit would be returned to the renter, if the facility is left in good shape and not too extreme that its going to require more than average cleaning and there is no damage in excess. If there is any damage in excess with the rental, then the deposit would not be returned. The non-profit usage was noted by the Town Manager as government entities and non-profit organizations will be allowed to use the rental facility at no charge one time per year.

	Proposed Rental Facility Fees and Deposits			
Rental Facility	Current Rental Fee	Average Cleaning Cost (per event)	Proposed Rental Fee	Proposed Deposit
Train Station	\$150.00	\$40.00	\$350.00	\$200.00
Sports Arena	\$1,000.00	\$60.00	\$1,300.00	\$200.00
Banquet Room	\$1,050 / \$1,300	\$60.00	\$1,500.00	\$200.00
Wilck's Lake	\$100.00	\$20.00	\$200.00	\$100.00
Riverside Park	\$250.00	\$20.00	\$300.00	\$100.00
Farmer's Market	\$100.00	\$20.00	\$200.00	\$100.00
Crute Stage	\$0.00	\$20.00	\$200.00	\$100.00

A discussion was held on the proposed rates and the cleaning fees noted on the spreadsheet. The cleaning fees were noted as a cost for the Town. The proposed rate is noted as the Proposed Rental Fee, and the Proposed Deposit would be returned. Town Manager reviewed as an example, the \$550 fee for the Train Station would be paid up front, and the \$200 deposit would be returned unless there is damage to the rental facility.

Mr. Hunter suggested the deposit be higher for the Sports Arena rental, with Mr. Cole noting the deposit for a larger space should be a larger deposit because there could be more damage. Mr. Hunter and Mr. Cole both suggested \$500 for the Banquet Room and the Sports Arena.

Mr. Hunter made a motion to approve the requests from the Town Manager of the increases but to the adjustment of the deposit for the Sports Arena and for the Banquet Room to \$500, seconded by Mr. Dwyer, with further discussion from Mrs. Amos inquiring when this is going to go into effect? Town Manager advised for any new rentals after tonight; for any new rentals from this point forward.

Mr. Hunter added to his motion, for any new rentals after tonight (March 9, 2022), and with it being added to Mr. Dwyer’s second, Mr. Reid asked for clarification of the non-profit use of one time then after that they must pay, and Town Manager advised within a 12-month period. The discussion ended, then **with a recorded vote of Council members Amos, Cole, Dwyer, Hunter, Pairet and Reid voting “yes”, the measure passed.**

Proposed Rental Facility Fees and Deposits				
Rental Facility	Current Rental Fee	Average Cleaning Cost (per event)	Proposed Rental Fee	Proposed Deposit
Train Station	\$150.00	\$40.00	\$350.00	\$200.00
Sports Arena	\$1,000.00	\$60.00	\$1,300.00	\$500.00
Banquet Room	\$1,050 / \$1,300	\$60.00	\$1,500.00	\$500.00
Wilck’s Lake	\$100.00	\$20.00	\$200.00	\$100.00
Riverside Park	\$250.00	\$20.00	\$300.00	\$100.00
Farmer’s Market	\$100.00	\$20.00	\$200.00	\$100.00
Crute Stage	\$0.00	\$20.00	\$200.00	\$100.00

STANDING COMMITTEE REPORTS

Finance and Ordinance Committee, Mr. Cole, Chairman – no report

Public Safety Committee, Mr. Hunter, Chairman – no report

Personnel Committee, Mr. Reid, Chairman – no report

Infrastructure Committee, Mr. Pairet, Chairman – no report

Parks/Recreation Committee, Mr. Vincent, Chairman – no report

STAFF REPORTS

Town Manager reported a change in the paving schedule. Finishing out West Third Street was scheduled for 2022 but will be moved to the next set of most needed areas in the Capital Improvement Plan now that there are available ARPA funds. Some clarification is needed on whether the infrastructure in the area should be replaced before repaving is completed.

A bid will be going out by next week for the repaving of all the streets in the Crestview neighborhood as they are in bad condition. Almost \$800,000.00 will be spent from VDOT Maintenance Funds received. The next streets in the Capital Improvement Plan in need of repaving are Fourth Street, Longwood Avenue, Johnston Drive, Putney Street, Barber Street, and streets in that area. With available ARPA funds, Town Manager noted the need to think about what is to be paved and determine beforehand, especially a major highway, if there are water and sewer lines that need to be replaced.

Mr. Reid inquired if the road to Eastgate Mobile Home Park is a private road. Public Works Director advised the town property goes down 200 feet then it's private from thereon.

Mr. Cole inquired if any of the funds can be designated for sidewalks in some areas. Town Manager noted if there are some sidewalks, some of those could be done, noting some difficulty with vacant positions from retirees and not having the skill in concrete work that there once was. Mr. Cole reported some residents on Fourth Avenue have asked about sidewalks. A discussion was held on the installation of new sidewalks and neighborhoods and the need to look at the drainage because Farmville does not have a traditional stormwater management system.

Chief Ellington reported his appreciation and thanks for the action taken by Council for the salary adjustments for the E911 Communications Operators. He noted not only are they their lifeline out there on the streets but they're the entire community's lifeline.

Public Works Director Robin Atkins reported April 25th is the big event with Longwood, the cleanup campaign for the Town.

COMMENTS BY THE MAYOR AND MEMBERS OF TOWN COUNCIL

No comments were provided by Council members.

Mayor Whitus announced he would not be running for reelection, and quoted one of his favorite passages of scripture, the third chapter of Ecclesiastes, “To everything there is a season, a time, and a place.” He plans to move to the next season of his life and thanked the citizens of Farmville for giving him the honor of serving as Mayor for the last eight years. When his term ends, he’ll explore other opportunities for serving. He gave his announcement to allow those interested in running to start their campaign.

On a motion by Mr. Cole, seconded by Mr. Reid, and with all Council members voting “aye”, the meeting adjourned at 7:46 p.m.

APPROVED:

ATTEST:

David E. Whitus, Mayor

Mary H. McKay, Clerk of Council