

Town Manager's Monthly Report To Farmville Town Council



**JANUARY
2026**

I. PUBLIC WORKS DEPARTMENT

OPERATIONS AND MAINTENANCE

BUILDINGS AND GROUNDS DIVISION

Buildings Operations

- Repaired Town Hall door
- Replaced pump 2 at ICA building
- Gathered bids for replacement pump at ICA
- Repaired toilet at Farmville Area Bus
- Repaired heater fans at Water Treatment Plant
- Repaired State Flag at Library
- Repaired roof leak at Fire House
- Checked on roof leak at Airport
- Repaired toilet at FAB bus station
- Installed soap dispensers at Town Shop
- Checked HVAC at Probation office, Caboose & Wilck's Lake.
- Installed new handicapped signs at Library
- Repaired water drain line at Water Treatment Plant
- Wilck's lake cabin window broken, repaired window
- Repaired toilet at Probation
- Repaired cable on airline at Basin 1 at Wastewater Treatment Plant
- Hooked up generator at Sports Areana
- Snow removal from all Town buildings
- Repaired lights in Airport Terminal Building
- Installed bench in locker room at Town Shop

Pump Station Operations

- Checked and cleaned pump stations
- Checked on communications issue at Hampden Sydney meter
- Replaced float switch/phone dialer at Parc Crest pump station
- Briery Acres pump station replaced pump, repaired piping and cleaned wet well
- River Road pump installation
- Replaced heater at River Road Pump Station

Traffic Operations

- Repaired walk light at Virginia Street
- Repaired walk light at Griffen
- Streetlight repaired on South Main Street
- Repaired walk light on Perry Drive
- Replaced light signal on Wynee Drive
- Met with VDOT on signal specs for upgrade at Griffen and South Main Street

Grounds Operations

- Cleaned and opened rest area bathrooms and restocked daily
- Checked, cleaned, and restocked the dog stations
- Checked and cleaned the dog parks
- Removed debris from all Town properties, as needed
- Checked and maintained all trails
- Vegetation management for Westview Cemetery and the front of Odd Fellow Cemetery
- Removed all Christmas decorations and took down Christmas tree.
- Repaired meter cover in lower parking lot
- Downloaded firmware at Hampden Sydney meter, talk to tell support about loss of signal
- Repaired light at Wilck's lake cabin
- Repaired handicap parking sign at Library
- Cleared out around lagoon, took scrap metal off
- Repaired breaker/panel at Wilck's Lake
- Refueled generators
- Snow removal from all Town grounds
- Cleared snow on airport runway
- Cleaned salt spreader vehicles and plow vehicles from use

Horticulture Operations

- Kept all foliage and plants watered and maintained
- Pruned trees and plant maintenance
- Train Station mulched and pruned trees
- Lions Park & Farmers Market mulched and pruned trees
- Ordered supplies, worked on budget and pruned trees on Second Avenue
- Pruned trees and mulched at Love Sign, & Second and Main
- Helped with snow removal
- Purchased bulbs and trees
- Sowed annual seeds at Town Shop and installed protective wire on trees at Wilck's Lake Park
- Pruned trees at Wilck's Lake Park, Skate Park, & Dogwood trail

CONSTRUCTION AND UTILITIES DIVISION

Water Utility Operations

- Repaired water leaks:
 - 1708 South Main Street
 - 2011 South Main Street
 - 200 East Third Street
 - Cedar and Second Street
 - 1509 Milnwood Road.
 - South Main Street
 - High Street
 - Serpell Street
- Water Taps
 - Milnwood Road 3
 - Monroe Street
- South Main Street set concrete forms

- Blew off fire hydrants on Crestview after water leak
- Called in to turn off water at the Meadows apartments
- Seeded and strawed S Main Street from water leak
- Located water line on Dominion Drive

Sanitary Sewer Utility Operations

- Cleaned and maintained manholes as needed
- Beech Street dug up sewer
- Buffalo Street put camera in sewer
- Unclogged sewer at 1009 2nd Avenue Extended
- 311 North Bridge Street sewage clean out
- Sewer taps
 - Milnwood Road
 - Monroe Street
 - School Street

Storm Sewer Operations

- Cleaned catch basins of leaves to ensure proper drainage
- Checked and cleaned out catch basins before snowstorm

Streets / Parking Lots / Concrete Operations

- Swept streets
- Cold patched streets:
 - South Main Street
 - Monroe Street
 - East Third Street
- Street edging work
- South Main Street set forms and poured concrete
- Oak Street set forms and poured concrete
- Called in for water leak on Milnwood Road
- Called in to check on the stop sign off Sanford Street
- Fixed Hylawn Road
- Edging sidewalks around town
- Snow removal from streets and sidewalks

WATER TREATMENT DIVISION

- Cleaned backwash filter

WASTEWATER TREATMENT DIVISION

- Replaced cable

FLEET MAINTENANCE DIVISION

State inspections: 17-1 Fire truck, 3 trucks, 5 trailers, 3 buses, 5 police cars
oil changes: 19-4 buses, 9 police cars, 2 fire trucks, 3 trucks, 1 rescue squad.

113 work orders completed

Public Works Department Vehicles/Equipment

- Prepared equipment for weather
- Truck 144 repaired headlight
- Truck 159 repaired water leak
- Truck 157 repaired flashers
- Truck 142 took out of service
- Truck 127 took to Goodman for warranty, plowing lights not working
- Tractor 547 traveled to Lynchburg to pick up
- Loader 508 replaced bucket
- Dump truck 173 installed backup camera
- Traveled to Computer Exchange to have scanner repaired
- Loader 508 installed bushing
- Installed 2 salt spreaders on vehicles to prepare for upcoming snow
- Water truck 130 installed lights
- Went over all generators and chain saws for upcoming snow
- Moved buses from Sports Arena so able to be used as staging area for upcoming snow
- Loader 508 repaired hydraulic leak
- Backhoe 403 repaired cutting edge on plow
- Backhoe 517 repaired cutting edge on plow
- Tractor 547 repaired plow

Police Vehicles

- Car 704 and 705 removed seats and took them to Water Treatment Plant

Prince Edward Rescue Squad Vehicles

- Rescue 12 tires replaced
- Rescue 12 checked inverter and light issue

Farmville Area Bus Vehicles

- Bus 832 traveled to Richmond to pick up after warranty work completed
- Bus 806 to Charlottesville for warranty work

Fire Department Vehicles

- No maintenance for the month of January

SANITATION AND RECYCLING DIVISION

Regular Operations

- Business and residential garbage – 367,980 (183.99 tons)
- Residential brush pickup – 30,700 (15.35 tons)
- Business and residential recycling and cardboard:
 - cardboard – 17,960 (8.98 tons)
 - curbside recycling – 8,320 (4.16 tons)
 - electronics-
 - metal –
- Completed request for brush & cardboard
- Checked rollouts that needed to be fixed or replaced
- Removed dead animals

EVENTS

- Snow event 01/24 through 01/25/2026

OTHER

- Landfill Extraction Monthly report
- Old landfill EW report
- Located and marked Miss Utility tickets
- Superintendents weekly meeting
- Budget meetings
- Solar meeting with ABM/NCI
- Met with TAPCO Service Tech regarding walk lights on High Street
- Worked on Solar project
- Provided equipment training to Public Works grass-crew on operating the tractor equipped with a blade and loader

WASTEWATER TREATMENT

MONTHLY DATA COLLECTED

- Treated 31.244 million gallons of wastewater (average flow was 1.008 million gallons per day – maximum 1.786 million per day)
- Transferred 229,700 gallons of biosolids to the lagoon storage
- Received 10 loads (10,000 gallons) of septage
- Received 0 loads (0 gallons) of leachate from Prince Edward County Landfill
- Sent 5 samples to Virginia Department of Health for COVID sampling program
- Used 39,000 pounds of Alum
- Used 9,000 pounds of Caustic Soda
- Used 1,410 pounds of Chlorine (Averaged 45.5 pounds per day)
- Used 1,240 pounds of Sulfur Dioxide (Average 40 pounds per day)

REGULAR MONTHLY DUTIES

- Daily Chlorine, pH, Alkalinity, Temperature, Dissolved Oxygen, and Solids testing
- Daily Cleaning – Bar Rack, Screw Pump Walls, Pista Grit, Aqua Guard, Influent Flume, Influent Splitter Box, Secondary Weirs, Effluent Flume
- Clean 6 Secondary Valves – 2x weekly
- Delivered weekly samples to contract lab
- Cut grass and weed eat and edged sidewalks
- Waco started destruction of the sand filters
- Completed and submitted year end reports to DEQ and EPA
- Submitted the proposed WWTP 26-27 budget

WATER TREATMENT PLANT

WATER PRODUCTION

- Raw water treated 29,338,000 gallons
- Finished water 28,949,000 gallons

TREATMENT CHEMICAL USED

- Alum 7,000 lbs.
- Soda Ash 850 lbs.
- Carbon 0 lbs.
- Lime 825 lbs.
- Fluoride 687 lbs.
- Corrosion Inhibitor 500 lbs.
- Chlorine 756 lbs.

REGULAR MONTHLY TEST RESULTS

Analyses Averages

Turbidity

Raw 9
Applied 1.9
Finished .09

pH

Raw 7.6
Applied 6.9
Finished 7.1

Alkalinity

Raw 37 mg/l
Applied 28 mg/l
Finished 32 mg/l

C02

Raw 8
Finished 12

Iron

Raw .82 mg/l
Finished .006 mg/l

Manganese

Raw .256 mg/l
Finished .016 mg/l

Hardness

Raw 36 mg/l
Finished 38 mg/l

Chlorine

Applied 0.5 mg/l
Finished 2.2 mg/l

Fluoride

Finished 0.65 mg/l

Corrosion Inhibitor

Finished .31 mg/l

BACTERIOLOGICAL TESTING

- 9 compliance samples all result absent
- 36 customer samples

FILTER OPERATIONS

- Filter run times 75 hours average
- 8 backwash cycles (340,600 gallons used)

HOLDING POND OPERATIONS

- 2 discharge - averaged 202,000 gallons
- Testing
 - CI2 <QL
 - pH 7.5
 - Total Suspended Solids – Results <1

DAILY AND WEEKLY PLANT OPERATIONS

- Turned off the overnight pump
- Reset the finish pump
- Started the finish pump
- Changed overnight charts and put up new ones
- Calculated charts and record the results
- Calibrated the lab equipment and chemical feeders
- Rewashed filters
- Turned on filters, chemical feeders and raw pump
- Added chemicals
- Monitored tank levels
- Ran routine water tests
- Filtered backwash

OTHER

- Checked and cleaned pumping stations
- Greased equipment/ tightened pump packing
- Check raw water intake
- Ran sludge collectors in settling basin
- General housekeeping
- Sedimentation basin drained and cleaned

CAPITAL IMPROVEMENTS PROJECTS

- Conversion from gas to sodium hypochlorite - project underway
- Volumetric chemical feeder/dust collector -ordered

II. FINANCE DEPARTMENT

FINANCE

- Checks Written: 29
- ACH Written: 119

MEDICAL COMPENSATION FOR RETIREES

- Disbursement(s): 1

UTILITY BILLING

- Bills mailed: 2,248
- Bills sent electronically: 726
- Cutoffs (3rd Tuesday of each month): 43
- ACH direct withdrawal: 450

NEW BUSINESSES (January 2026)

- **Elevates One LLC** – 201 N. Main Street – Personal Service
- **Bonny Brow LLC** – 201 N. Main Street – Professional Service
- **Liquid Life IV Therapy** - 101 N Bridge Street - Professional Service
- **Farmville Gathering Place** - 217 W Third Street – Retail-All Other

BID ACTIVITIES

PROPOSED ENGINEERING STUDY, VENABLE STREET STORM SEWER - The Town of Farmville is issuing a Request for Proposal to perform an engineering study for a storm sewer failure on Venable Street, as well as a box culvert under the Fourth Street bridge. The proposals were due Thursday, January 8, 2026, at 2:00 p.m. Council will review the proposal at the February 2026 meeting.

RISK ACTIVITIES

January 27, 2025 - #02-25-70759-1 – Town tractor scratched parked vehicle while plowing snow. Claim has been turned over to insurance.

RENTAL FACILITIES REPORT FOR JANUARY

- **Train Station** – VA Dept of Corrections, Farmville/Prince Edward Historical Society, Linda Pryor, and Delta Sigma Theta Farmville Alumnae Chapter
- **Sports Arena** – Farmville Parks & Recreation, Farmville Parks & Recreation and Union Outreach Fellowship Church
- **Wilck's Lake** – None (Closed for the season)
- **Riverside Park** – None
- **Farmer's Market** – Winter Farmer's Market
- **Crute Stage** – None

III. HUMAN RESOURCES

The following information is a summary of activities for the Human Resources Department:

RECRUITMENT

Currently advertised:

- Laborer I
 - Vacancy due to internal transfer to the Water Plant
 - Water Plant Interviews were held on 1/21/26
- Custodian
 - Advertised, interviews held and filled within a week!
- Part-time Bus Driver
 - Interviews held
- Continuously accepting Police Officer applications
 - Certified Police Officer
 - Certified Police Corporal
 - Interview set for 2/4/26
 - Offering a \$3,000 sign-on bonus for DCJS certified officers
 - Tentative interviews set for first week of February for June police academy
 - Police Hiring Event at Train Station 2/5/26 from 9 am to 3 pm
- Emergency Communications Operator
 - Interviews held 1/28/26

NEW HIRE ONBOARDING & PROMOTIONS

Welcome to the team – we are so happy you're here! The following employees were hired in January:

- Dawn Copsetta-Emergency Communications Operator I-1/5/26-happy to have you join our team and you'll do great!
- Corey Taylor-Police Officer- graduated from the Police Academy and is undergoing his FTO training while beginning night shifts! Awesome work, Corey!
- Charlie Gallagher is moving from her part-time position with Park & Recreation to full-time due to a transition (see below). We are delighted that Charlie is taking on the full-time role!
- In February, we will welcome our new hires for Police Sergeant, Custodian, and Emergency Communications Operator I! More information to come.
- Collin Howard-Laborer I, has accepted the position of Water Plant Operator Trainee and will begin at the Water Plant in February!

OFFBOARDING & TRANSITIONS

We wish these employees all the best in their retirement and/or new endeavors!

- Krystle Watkins is moving from her full-time position with Parks & Recreation to part-time, as she has accepted a position with the State-we are very excited for her and still ecstatic that she is staying with the P&R Team and the Town too!
- Megan Wright is moving from her full-time position with Emergency Communications to part-time, as she has accepted a full-time position with the Farmville Rescue Squad-we are grateful for her commitment to the Town and public service!

COMPLIANCE, TRAINING, & RESEARCH

- Pay study data returned and analyzed
 - Meetings held & final preparations made
- Virtual meetings held with several applicant tracking system vendors

MISCELLANEOUS

- Continuation of Archives Project-retention & destruction for HR related files
- Continuation of Wellness Wednesday emails
- Continuation of monthly randomized drug & alcohol testing
- Continuation of employee payroll updates
- Actively collecting employee recognition nominations for our upcoming Superstar Shoutouts
- Audit and update to Employee Alert System (Everbridge); Virginia New Hire Reporting; & DMV's Extranet to monitor employee driving records
- Maintaining position control to stay updated & account for vacancies
- Emailed new hire check-in surveys to appropriate employees
- Third Annual Employee Appreciation Basketball Game at Longwood University held on 1/10/26
 - Employees and several council members gathered with their families to enjoy catered food and the game!
- Employee Secret Gift Exchange
 - Elves distributed their surprise gifts
 - 12 employees participated in the fun!

- Holiday Door Decorating Contest – most departments participated (8 in total) and lovely FAB’s won!



- Preparing for future employee events:
 - Chili Cookoff- tentatively set for late February
 - Secret Candy Exchange -set for 2/13/26
 - Employee Appreciation Day-March 1st

IV. COMMUNITY DEVELOPMENT

BUILDING AND ZONING

The Staff participated in the following meetings and trainings in January:

- Local Building Officials Meeting (Ramsay)
- James Madison Building and Code Officials Association Regional Meeting (Ramsay)
- Virginia Airport System Economic Impact Study Webinar (Austin)
- Town Council / Planning Commission Joint Meeting (Austin, Dvorak)
- Planning Commission Meeting (Austin, Dvorak)

STATISTICS

- **Zoning Permits** – 14
- **Building Permits** – 34
 - 7 - New single-family construction
 - 0 – Town House-Apartments
 - 18 -Trades (mechanical, electrical, plumbing)
 - 6 - Other structural (exterior improvements, interior renovations, decks, accessory buildings, porches, etc.)
 - 3 - Signs
 - 0 – Commercial Structure

FARMVILLE PLANNING COMMISSION

The Planning Commission conducted its annual meeting on January 20, 2026. Commissioners elected officers, approved 2026 meeting dates, approved the 2025 Annual Report and 2026 goals, and held a discussion on a draft of the sidewalk ordinance.

BOARD OF ZONING APPEALS

The Board of Zoning Appeals did not meet in January

FARMVILLE AREA BUS (FAB)

Ridership: 7,957 riders total

Miles: 13,207 miles

Service Hours: 960 service hours

FARMVILLE REGIONAL AIRPORT (KFVX)

FUEL SALES

- 22 sales totaling – \$3,147.85
- 565.50 gallons
 - 319.60 gallons AV - \$1,856.87
 - 245.90 gallons Jet A - \$1,290.98

Additional airport usage figures are attached. Flightaware.com provides 7-day trailing averages for free, and more specific data is available for purchase. For comparison, Staff includes the same data for William M. Tuck Airport (W78) in South Boston.

(See next page)

January 2026 Arrivals and Departures

Farmville Regional Airport KFXV

Date	Day	KFXV Arrivals & Departures * Farmville	KFXV Notes Farmville	W78 Arrivals & Departures * South Boston
01/1/2026	THURSDAY	0		3
01/2/2026	FRIDAY	5		4
01/3/2026	SATURDAY	6		0
01/4/2026	SUNDAY	6		3
01/5/2026	MONDAY	0		3
01/6/2026	TUESDAY	4		3
01/7/2026	WEDNESDAY	4		5
01/8/2026	THURSDAY	4		5
01/9/2026	FRIDAY	4		5
01/10/2026	SATURDAY	0		5
01/11/2026	SUNDAY	4		5
01/12/2026	MONDAY	4		6
01/13/2026	TUESDAY	4		6
01/14/2026	WEDNESDAY	5		4
01/15/2026	THURSDAY	4		3
01/16/2026	FRIDAY	5		4
01/17/2026	SATURDAY	4		4
01/18/2026	SUNDAY	0		4
01/19/2026	MONDAY	4		0
01/20/2026	TUESDAY	4		4
01/21/2026	WEDNESDAY	4		4
01/22/2026	THURSDAY	4		6
01/23/2026	FRIDAY	5		7
01/24/2026	SATURDAY	0		0
01/25/2026	SUNDAY	0		0
01/26/2026	MONDAY	0		6
01/27/2026	TUESDAY	0		0
01/28/2026	WEDNESDAY	0		6
01/29/2026	THURSDAY	0		0
01/30/2026	FRIDAY	0		0
01/31/2026	SATURDAY	0		0

* Source: FlightAware.com- 7-day trailing averages

V. FARMVILLE POLICE DEPARTMENT

Three (3) new officers started Basic Training on 1-3-2026

SPECIAL EVENT(S)

- TRIAD event held at the Sports Arena

NEIGHBORHOOD/DOWNTOWN WALK

- Officers continue to conduct walkthroughs at Shopping Centers, Fuqua School, Downtown, and local Apartment Complexes

PATROL OPERATIONS DIVISION (Commanded by Lieutenant Bobby Ragland)

	January		Year to Date
Calls for Service	504		504
Property Checks	491		491
Traffic Stops	232		232
Uniform Traffic Summons	158		158
Parking Tickets Issued	59		59
Felony Warrants	13		13
Misdemeanor Warrants	26		26
DUI Arrest	4		4
Accidents w/ Injury	1		1
Accidents w/o Injury	25		25

SPECIAL OPERATIONS UNIT (Commanded by Lieutenant Chris Moss)

Lieutenant C. W. Moss

- No new cases for January

Detective Sergeant David Ragland

- Hit and Run – Under Investigation
- Rape – Under Investigation
- Obtain by false pretense – Under Investigation
- Petit Larceny – Under Investigation

Detective Sammy Entrekin

- Assigned to patrol

Detective Albert Bappert

- Attempt to obtain by false pretense – inactive
- Obtain by false pretense – Under Investigation
- Obtain by false pretense – passed to proper jurisdiction

Detective Chad Hudson

- Assigned to patrol

DEPARTMENT TRAINING (Staff Officer Gary Williams)

The following training was completed in January:

- Officers received training on new Taser 10’s issued to the department.

Total Training Hours: 120

DEPARTMENT TRAINING

The following instructed during January 2026:

- Virginia Criminal Law - Captain Hogan and Lieutenant Moss
- Taser - Sergeant Paulette, Sergeant Foley, Sergeant Herndon and Detective Hudson

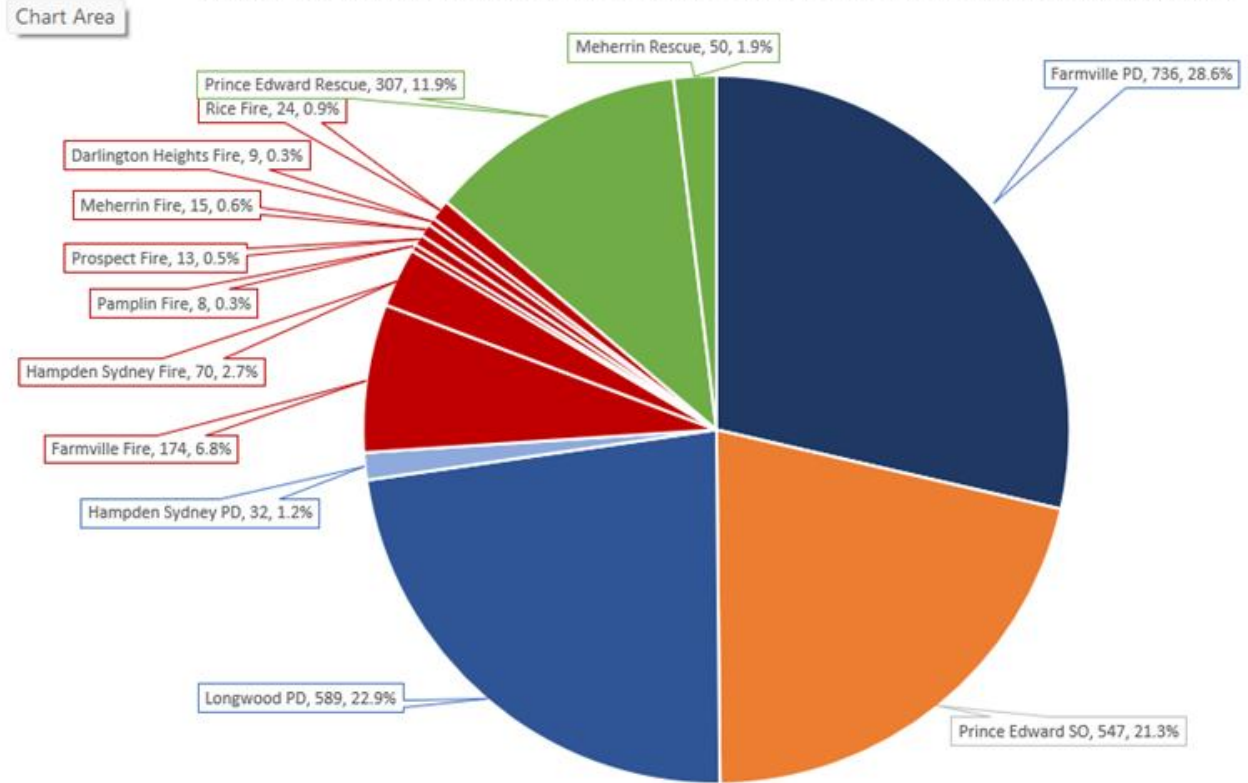
Total Instructing Hours: 112

VI. FARMVILLE EMERGENCY COMMUNICATIONS CENTER

January brought multiple winter weather events that increased call volume and required staffing adjustments, including increased overtime, to ensure adequate coverage. Supervisors and staff worked extended shifts as needed, while the Communications Center continued close coordination with law enforcement, fire, EMS, VDOT and public works, including implementing necessary policy adjustments during the weather events. We received multiple commendations regarding how staff handled the increased call volume. Additionally, interviews were conducted this month, and we are currently in the background investigation phase for one full-time position to join our staff.

Calls For Service By Agency			
Agency	Jan-26		YTD
Farmville PD	736		736
Longwood PD	547		547
Prince Edward	589		589
Hampden Sydney PD	32		32
Total Law Enforcement	1,904		1,904
Farmville Fire	174		174
Hampden Sydney PD	70		70
Pamplin Fire	8		8
Prospect Fire	13		13
Meherrin Fire	15		15
Darlington Heights Fire	9		9
Rice Fire	24		24
Total Fire	313		313
Prince Edward Rescue	307		307
Meherrin Rescue	50		50
Total Rescue	357		357
Total Calls For Service	2,574		2,574

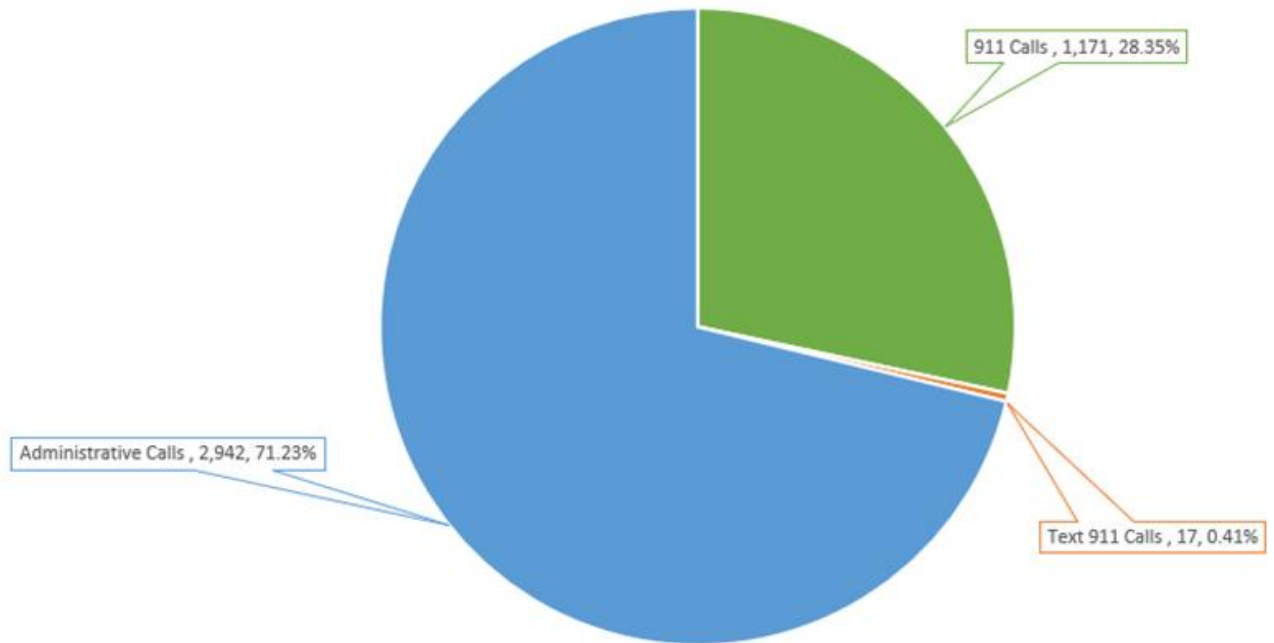
YTD Calls For Service Per Agency
 (Farmville Fire and Hampden Sydney Fire also include Calls For Service for EMS First Responder Programs)



Agency	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Totals
Farmville PD	736												736
Prince Edward SO	547												547
Longwood PD	589												589
Hampden Sydney PD	32												32
Farmville Fire	174												174
Hampden Sydney Fire	70												70
Pamplin Fire	8												8
Prospect Fire	13												13
Meherrin Fire	15												15
Darlington Heights Fir	9												9
Rice Fire	24												24
Prince Edward Rescue	307												307
Meherrin Rescue	50												50

FECC TOTAL MONTHLY CALLS BY TYPE													
Phones	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total
911 Calls	1,171												1,171
Text 911 Calls	17												17
Administrative Calls	2,942												2,942
Total Monthly Calls													

Total Agency Calls Answered YTD

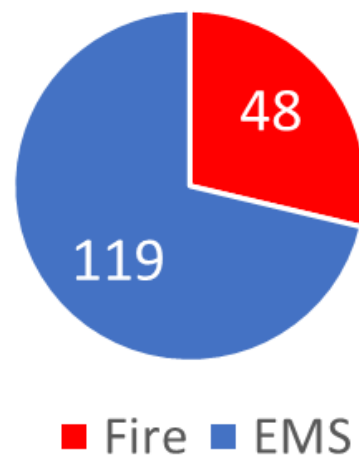


VII. FARMVILLE FIRE DEPARTMENT

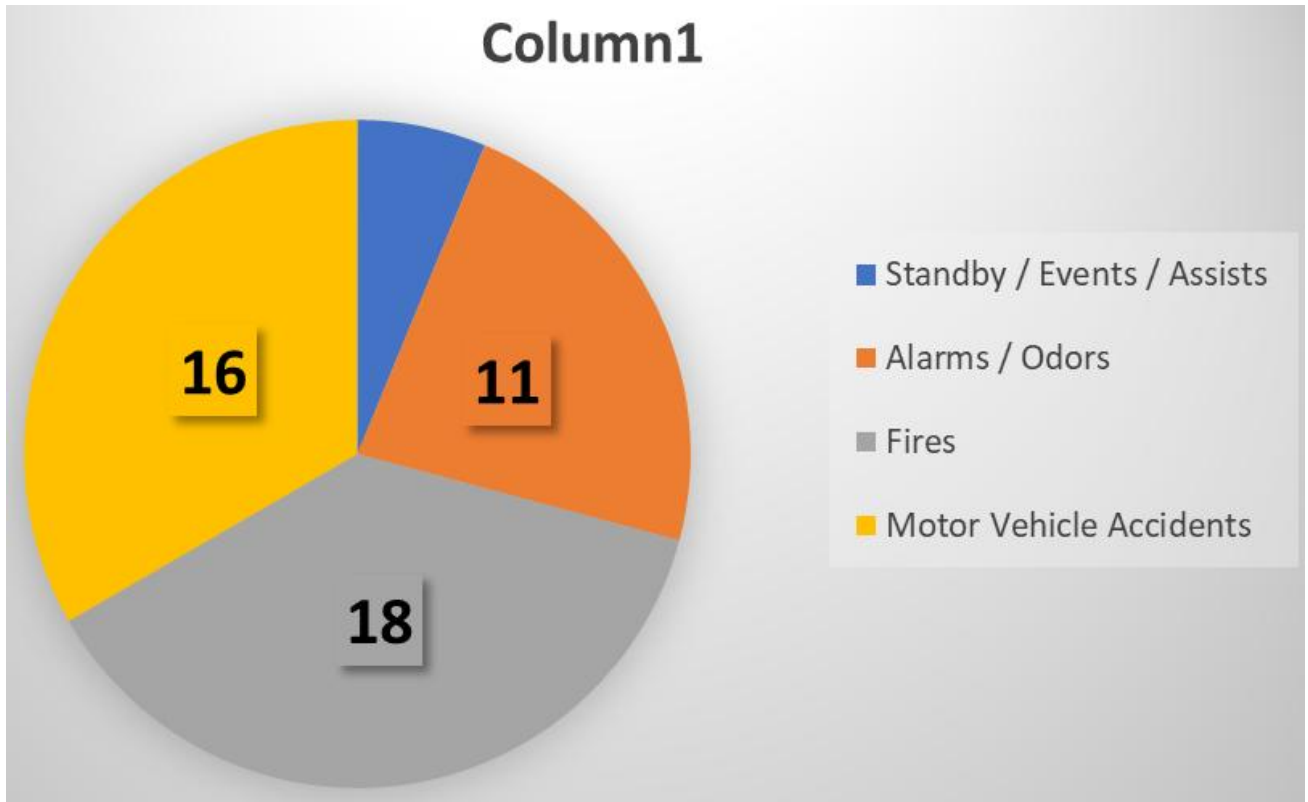
Total Calls:
167

Total Training Hours:
149

Fire/EMS



Column1



EMS CALLS FOR SERVICE:

Abdominal Pain: 3	Chest Pains: 9	Pain: 8
Allergic Reaction: 0	Choking: 0	Police Dept. Related: 4
Altered Mental: 6	Cardiac Arrest: 0	Pregnancy: 0
Animal Related: 0	Diabetic: 3	Seizure: 8
Assault: 0	Difficulty Breathing: 8	General Sickness: 11
Back Pain: 0	Fall: 23	Stroke: 1
Bleeding: 1	Medical Alarm: 12	Trauma: 1
Burns: 0	Overdose: 2	Unconscious: 11
	Gynecology: 0	Unknown Problem: 8

COMMUNITY EVENTS:

- No community events attended in January

INSPECTIONS:

The following fire inspection(s) were completed in January:

- Centra Southside
- ICA
- STEPS

TRAINING:

During the month of January our members participated in training on:

- SCBA
- Forcible Entry
- Hose Advancement
- Pump Operations
- Apparatus Familiarization
- Ladders
- EMS
- Person Protective Equipment
- Apparatus Positioning
- Air Monitoring

VIII. RECREATION DEPARTMENT

No report available for January