

**REGULAR WORK SESSION OF THE FARMVILLE TOWN COUNCIL**  
**HELD ON MARCH 2, 2022**

At the regular work session of the Farmville Town Council held on Wednesday, March 2, 2022, at 11:00 a.m., in the Council Chamber of the Town Hall, 116 North Main Street, Farmville, Virginia, there present were Mayor D.E. Whitus, presiding, and Council Members G.C. Cole, T.M. Pairet, S.O. Amos, B.R. Vincent, A.D. Reid, and D.E. Dwyer.

Staff present were Town Manager C. Scott Davis, Chief of Police Andy Ellington, Captain Bill Hogan, Deputy Finance Director Carol Anne Seal, Director of Community Development Lee Pambid, IT Support Ashley Austin, Deputy Clerk Jacqueline Vaughan, and Clerk Mary McKay.

Mayor Whitus called the work session to order and welcomed guests. A moment of silence was offered for the people of Ukraine and for all that is going on in the world.

The Clerk called the roll, noting Council Member D.L. Hunter as absent.

**DISCUSSION: WRITE-OFF CERTAIN DELINQUENT REAL ESTATE TAXES AND UTILITY BILLS**

Deputy Finance Director reported the topic was brought before the February 24, 2022 Finance Committee meeting. It was requested a listing be brought to the work session of all the utility bills that are over five years old. Council was provided a summary sheet of the Utility accounts from 2012-2017 to write off in the amount of \$43,115.22. Deputy Finance Director advised letters were sent including sending to debt set off and reported everything we know to do has been done. The tax accounts will be brought forward at one time instead of piecemeal. A report was provided of the accounts receivable from 2019 and 2020, with all but one account being under \$300. The accounts receivable to be written off was reported as \$1,827.13.

**Mr. Pairet made a motion to delete the accounts that are over five years old for collections in the amount of \$43,115.22, seconded by Mr. Cole, and with Council Members Amos, Cole, Dwyer, Pairet, Reid, and Vincent voting “yes”, the motion passed.**

Deputy Finance Director noted the accounts receivable is from 2019 and 2020, not five years old, and asked if there could be a separate motion to write off the uncollectible accounts receivable in the amount of \$1,827.13.

**Mr. Cole made a motion to write off the accounts receivable in the amount of \$1,827.13, seconded by Mr. Vincent, and with Council Members Cole, Dwyer, Pairet, Reid, Vincent, and Amos voting “yes”, the motion is passed.**

**DISCUSSION: CHANGING DISCONNECT FOR DELINQUENT UTILITY ACCOUNTS**

Town Manager reported this issue was discussed prior to the onset of the pandemic about moving from the current policy which is current plus two past due bills before service would be disconnected for an occupant. What is being suggested is to move to current plus one past due bill. This issue is for discussion to see if Council is in favor before an ordinance or resolution is brought forward for Council to pass. Mr. Cole noted the need to minimize our risk and by moving to the current plus one is a better policy for the town, with all Council members nodding in agreement to move forward.

**DISCUSSION: SALARY ADJUSTMENTS FOR E911 COMMUNICATIONS OPERATORS**

Town Manager reported this topic was discussed at a prior meeting of the Finance Committee. The current hiring salary for 911 Emergency Communicators is between \$28,000-\$29,000. A suggestion was made to increase the hiring salary to \$33,000, and then adjust the salaries of employees in the Communication Operator I and II positions unless already at the maximum salary allowed. Town Manager reported on Wireless 911 funds being received, that could be used for the potential funding for changing the hiring salary and adjusting the salaries in this fiscal year, to be budgeted from the General Fund next fiscal year. If amenable to Council, a resolution would need to be brought back to Council to adopt. Mr. Pairet and Mr. Vincent noted favorable comments. Town Manager was asked to proceed with a resolution. Mrs. Amos asked where this would put those employees in comparison to other jurisdictions. Town Manager reported on conversations of potential increases and noted \$33,000. as a good hiring salary.

**DISCUSSION: FY 2022-2023 LOCAL CHOICE HEALTH INSURANCE RATES**

Town Manager reported there is an overall average rate increase of 8.3% this year. Anthem must receive the renewal selection no later than March 25, 2022, with no extensions being allowed. A decision needs to be made by the next meeting date, March 9, 2022. Council was provided the rates for review. Town Manager reported on the discussion from the February 24, 2022 Finance Committee meeting, that the increase is such that Council might want to look at a different method of calculating the employee contribution than last year that was agreed upon by Council.

Finance Committee Chairman Cole provided a review of current rates and increases and asked what do you want the employee contribution to be and at what increments to make increases? Mr. Cole offered to provide a listing of different increases for Council to review before the March 9, 2022 meeting.

**DISCUSSION: REDISTRICTING LEGAL REQUIREMENTS**

Town Manager referenced state code section 24.2-129 which is listed in 24.2-306, a copy of which was provided to Council, and reported seeing advertisements from a few counties that listed the referenced codes sections. 24.2-306 states there cannot be any changes to precincts within 60 days before a general election but in that code section lists 24.2-129, as far as further advertisement requirements. Town Manager reviewed actions required prior to the enactment of covered practices, such as decennial redistricting. Noted was an option to provide notice of opportunity for public comment for a required 45-day period and receive public comment for a minimum of 30 days. During this period, public feedback may be received in writing by mail, fax, or email. The notice will include where the proposed ordinance and maps may be viewed. To meet the 45-day requirement, the advertisements for the public comment period can be placed starting in next Wednesday's March 9, 2022 issue of *The Farmville Herald*. The public comment period will be from March 9-April 25, 2022. Town Manager noted we would still meet the requirement of 24.2-306, which is what we do with every ordinance, and advertise for two consecutive weeks prior to the public hearing and one consecutive week prior to the public hearing and before it can be enacted.

There were no staff reports.

Mr. Reid reported trying to schedule a Virginia Municipal League Regional Dinner to be held in Farmville and advised he will report back on dates and possible locations to hold the event.

There being no other business, on a motion by Mr. Vincent, seconded by Mrs. Amos, and with all Council members voting "aye", the meeting was adjourned at 11:25 AM.

APPROVED:

ATTEST:

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David E. Whitus, Mayor

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Mary H. McKay, Clerk of Council