

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

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

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

Mayor Whitus welcomed Dr. Eric Hodges' political science class from Longwood University, retired Roanoke City Clerk and Councilwoman Stephanie Moon Reynolds, and Reverend Dr. J. Adam Tyler, Pastor of Farmville Baptist Church, who provided the invocation. The Pledge of Allegiance followed and was led by Vice-Mayor Reid.

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

PUBLIC COMMENT PERIOD

With no one signed up or wishing 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 all Council members voting "aye," the consent agenda was approved as presented. The consent agenda includes the draft minutes of the regular January 12, 2022 Town Council meeting.

APPROVAL OF THE TREASURER'S REPORT

BACKGROUND: Mrs. Seal, Acting Finance Director, provided a brief overview of the January 2022 Treasurer's Report. The percentage collected of real estate through February 8, 2022, was 96.68% and personal property tax was still at 95.19%. Real Estate is up .78% from last month. Business license is due the end of February. We have the majority of our business licenses still to collect.

On the motion by Mr. Reid, seconded by Mr. Dwyer and with all Council members voting "aye," the Treasurer's Report was approved as submitted.

TOWN OF FARMVILLE
 TREASURER'S REPORT OF CASH RECEIPTS AND DISBURSEMENTS
 FOR THE MONTH OF JANUARY 2022

FUND NUMBER	FUND TITLE	BALANCE 1/1/2022	NET CHANGE	BALANCE 1/31/2022
<u>UNRESTRICTED FUNDS</u>				
10	GENERAL FUND	1,011,598.54	- 278,810.69	732,787.85
15	ST MAINT FUND	1,045,385.30	- 101,633.54	943,751.76
40	WATER FUND	1,735,926.96	33,452.14	1,769,379.10
42	SEWER FUND	1,833,877.75	66,622.40	1,900,500.15
44	TRANSPORTATION FUND	1,075,014.70	- 42,780.18	1,032,234.52
45	AIRPORT FUND	<u>216,110.25</u>	<u>- 759.38</u>	<u>215,350.87</u>
TOTAL	UNRESTRICTED FUNDS	\$ 6,917,913.50	-\$ 323,909.25	\$ 6,594,004.25
<u>RESTRICTED FUNDS</u>				
10	ARPA-COVID FUNDS	4,073,091.22	566.76	4,073,657.98
10	ENHANCED 911-WIRELESS	604,183.75	9,380.28	613,564.03
10	E911-RESERVE	351,107.65	44.73	351,152.38
10	LIBRARY TRUST	129,432.61	16.49	129,449.10
10	SET ASIDE ACCOUNT	1,106,553.90	150,156.38	1,256,710.28
10	CAPITAL IMPROVEMENTS ACCOUNT	40,620.77	5.17	40,625.94
10	E-CITATION	15,541.19	376.02	15,917.21
10	MEDICAL COMPENSATION	481,581.40	-27,939.17	453,642.23
61	PAULETTE FUND	644.70	0.00	644.70
70	NARCOTICS FUND	2,607.42	0.33	2,607.75
70	TASK FORCE	<u>536.65</u>	<u>641.83</u>	<u>1,178.48</u>
TOTAL	RESTRICTED FUNDS	\$ 6,805,901.26	\$ 133,248.82	\$ 6,939,150.08
TOTAL ALL FUNDS		\$ 13,723,814.76	- 190,660.43	\$ 13,533,154.33

UNRESTRICTED FUNDS - ACCOUNTED FOR AS FOLLOWS:

CHECKING ACCOUNT-BENCHMARK (BANK WIRE)	0.01
PETTY CASH	2,500.00
PETTY CASH-GOLF COURSE	500.00
PETTY CASH-RECREATION	0.00
CHECKING ACCT-BENCHMARK-GOLF COURSE	626,731.94
CHECKING ACCT-FARMERS BANK-AIRPORT	271,259.42
CHECKING ACCOUNT-BENCHMARK-	<u>5,693,012.88</u>
TOTAL UNRESTRICTED FUNDS	\$ 6,594,004.25

RESTRICTED FUNDS - ACCOUNTED FOR AS FOLLOWS:

INTEREST CHECKING-BENCHMARK-ARPA-COVID FUNDS	4,073,657.98
MONEY MARKET - BENCHMARK - 911 WIRELESS	613,564.03
INTEREST CHECKING-BENCHMARK-E911 RESERVE	351,152.38
INTEREST CHECKING-BENCHMARK-LIBRARY	129,449.10
INTEREST CHECKING-BENCHMARK-SET ASIDE ACCOUNT	1,256,710.28
INTEREST CHECKINGS-BENCHMARK-CAPITAL IMPROVEMENTS ACCOUNT	40,625.94
INTEREST CHECKING-FARMERS BANK-E-CITATION ACCOUNT	15,917.21
INTEREST CHECKING-BENCHARK-MEDICAL COMPENSATION	453,642.23
PASSBOOK SAVINGS - BENCHMARK - PAULETTE TRUST FUND	644.70
INTEREST CHECKING-BENCHMARK - NARCOTICS FUND-STATE	2,607.75
INTEREST CHECKING-BENCHMARK - NARCOTICS FUND-FEDERAL	0.00
INTEREST CHECKING-BENCHMARK-TASK FORCE	<u>1,178.48</u>
TOTAL RESTRICTED FUNDS	\$ 6,939,150.08

RESPECTFULLY SUBMITTED:



CAROL ANNE SEAL

REQUEST APPROVAL OF TOWN'S 2020-2021 AUDIT BY BROWN EDWARDS & COMPANY, LLP

BACKGROUND: Mr. Davis explained the requirement that Council needs to approve the audit from the January 12, 2022 meeting as this was not done. The audit was presented but there was no formal vote for acceptance.

On the motion by Mr. Cole, seconded by Mr. Hunter, and with all Council members voting "aye," the motion was approved to accept the Town's 2021-2021 Audit as presented by Brown Edwards & Company, LLP.

APPOINTMENT TO THE BOARD OF ZONING APPEALS

BACKGROUND: The Personnel Committee met on February 2, 2022, to discuss applications received for a vacancy on the Board and agreed to recommend to Council the appointment of Zachary Preston to the Board of Zoning Appeals. Town Manager provided a verbal report of the Personnel Committee's recommendation.

On a motion by Mr. Hunter, seconded by Mrs. Amos, and with a recorded vote of Council members Hunter, Pairet, Reid, Vincent, Amos, Cole, and Dwyer voting “yes”, the measure was passed to appoint Zachary Preston to the Board of Zoning Appeals.

DISCUSSION OF COVID REVENUE LOSS/ARPA FUNDS

BACKGROUND: Town Manager reported on a discussion from the February 2, 2022 Work Session that a new response was received from the Town’s auditors about what was or was not allowed. There is a revenue loss of a little over \$800,000.00, and it could be used for incentive pay for employees who have continued their employment with the Town during the COVID pandemic. It was noted it is part of the total \$8 million that the Town will receive overall and that back in December 2021, an incentive payment was given to employees at that time and Council stated the issue would be revisited again. The topic is back before Council to see if there is any additional incentive pay from these ARPA funds.

Mayor noted a Special Meeting being held in December 2021, where \$1,000.00 per employee and \$500.00 for part time was awarded. The Town’s auditor provided a presentation and would go back to calculate exactly the amount of revenue loss which is now reported to be above \$800,000.00. Mayor reported Council was provided the costs of giving \$1,000.00/\$500.00, and \$2,000.00/\$1,000.00 bonuses and asked what the pleasure of Council is as far as providing a \$1,000.00 or \$2,000.00 bonus.

Mr. Pairet made a motion that a \$1,000.00 bonus be provided at this time and then at the end of the year in December 2022, award a second \$1,000.00 bonus.

Mr. Cole inquired if the date would be June or December, noting the fiscal year runs from July 1 to June 30.

Mr. Pairet noted his reason and wanting to use the second thousand dollars for the next Christmas bonus instead of giving \$2,000.00 all at one time.

Mayor noted part of the previous discussion in December 2021, was that Prince Edward County gave its employees an amount of \$3,000.00.

Mrs. Amos reported on her suggestion made in December 2021, that the Town do the same as Prince Edward County and give \$3,000.00, so her motion is that Council give the

incentive pay of \$2,000.00 right now as \$1,000.00 has already been given, seconded by Mr. Hunter.

Mayor noted procedurally we can't do that as we have a motion on the table, but not a second to that motion. We need to go back to the original motion which Mr. Pairet made, which was to give \$1,000.00 now and \$1,000.00 in December 2022, so there needs to be a second to vote on that motion. With no second being made, that motion then died.

Mrs. Amos then made a motion that \$2,000.00 incentive pay be given right now for the employees, to match what Prince Edward County gave which was \$3,000.00.

Mr. Cole noted the wording needs to be specific.

Mrs. Amos included in her motion, "and \$1,000.00 part-time."

Mrs. Amos' motion is \$2,000.00 full time and \$1,000.00 part time, Mr. Hunter seconded, with no further discussion and with Council members Reid, Vincent, Amos, Cole, Dwyer, and Hunter voting yes, and Council member Pairet voting no, the measure passed.

FARMVILLE PLANNING COMMISSION'S 2021 ANNUAL REPORT

Council was provided the report for informational purposes. Dr. John Miller, Chairman of the Farmville Planning Commission, was present and commented that he was grateful for Council allowing them to serve as an advisor of the town planning process and especially grateful for consideration of the additional funds to send the rest of our planning commissioners to the certified planning commissioner program. Mayor thanked Dr. Miller and the planning commissioners for their service and for the great job that they do.

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/Recreations Committee, Mr. Vincent, Chairman – no report

STAFF REPORTS

Town Manager Davis referenced an email he sent to Council with a link to the *Guide to Local Redistricting for 2021* published by the Virginia Division of Legislative Services and thought it might be helpful as Council goes through the redistricting process. He also provided a

Mr. Vincent provided a comment to the political science students in attendance, “Democracy is about participation and there is a seat at the table for everybody, so I encourage ya’ll to step into the arena if the interest strikes you. Thanks for coming out.”

Mr. Dwyer reported receiving a phone call from someone at Jesse’s Way requesting that the Town look at the feasibility of a second streetlight. One light was placed previously, and they are asking we take another look. Mr. Dwyer noted this request to see if its something to be looked at in the future. Mayor noted this topic could be added to the infrastructure committee’s agenda.

CLOSED SESSION – SECTION 2.2-3711. A.1

On the motion by Mr. Vincent, seconded by Mr. Hunter, and with all Council members voting “aye,” Council convened in closed meeting pursuant to the Code of Virginia, in accordance with the provisions of paragraph A.1 of Section 2.2-3711, for the discussion of the vacant position of Finance Director.

After a five-minute break, the Council reconvened in closed session. Mayor noted after the closed session, no action will be taken.

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: Vincent

SECOND: Hunter

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

NOES: None

ABSENT DURING VOTE: No one

ABSENT DURING MEETING: No one

There being no other business, on a motion by Mr. Hunter, seconded by Mr. Vincent, and will all Council members voting “aye”, the meeting was adjourned at 7:50 p.m.

APPROVED:

ATTEST:

David E. Whitus, Mayor

Mary H. McKay, Clerk of Council