

1 | **Appomattox Town Council**
Regular Council Meeting
May 13, 2024

The Appomattox Town Council held a Regular Council meeting on Monday, May 13, 2024, at 6:30 p.m. at the Appomattox Municipal Building, 210 Linden Street, Appomattox, Virginia with Mayor Conner, presiding.

Members present: Jane T. Allen, James J. Boyce, Sr., Claudia G. Puckette, Mary Lou G. Spiggle, Timothy W. Garrett, Nathan A. Simpson

Others: Carlton Duck, Alive Media; Kim Ray, Treasurer; R. Terry McGhee, Town Manager; Christy Torrence, Interim Clerk of Council; Kaylee Simpson; Frank Wright; Mckinley Cardwell; Jeff Elder, Director of Public Works; Charles Conrad; Chad Hodges

Mayor Conner called the meeting to order at 6:30 p.m.

Reverend Duck led the prayer and Pledge of Allegiance to the Flag of the United States of America.

Mayor Conner welcomed everyone to the meeting.

Scheduled Public Appearances:

Carlton Duck gave an update on the new audio-visual equipment in the Council chambers. He encouraged Council to donate the old equipment to Appomattox County High School. Mr. Duck also briefly discussed the “Your Town, Appomattox” programs. He requested that Council consider doing a monthly program.

On a motion by Ms. Spiggle, seconded by Mrs. Allen, the Town Council voted to donate the old audio-visual equipment to Appomattox County High School. All members present voting aye. Motion carried 6-0.

Unfinished Business:

On a motion by Mr. Simpson, seconded by Mr. Boyce, the Town Council voted to adopt the resolution to vacate a portion of Hunter Street between Point A and Point B as presented. All members present voting aye. Motion carried 6-0.

Closed Session:

On a motion by Mr. Simpson seconded by Mr. Garrett, Council voted to amend the agenda to include employee C in the closed session pursuant to Section 2.2-3711(A)1, for the purpose of assignment, promotion, and performance or resignation of a specific public officer, appointee, or employee of any public body.

ROLL CALL VOTE: Allen – yes, Boyce – yes, Spiggle – yes, Garrett – yes, Puckette – yes, Simpson-yes. Motion carried 6-0.

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On a motion by Mr. Boyce, seconded by Ms. Spiggle, Council voted to convene in Closed Session, pursuant to Section 2.2-3711(A)1, for the purpose of assignment, promotion, and performance or resignation of a specific public officer, appointee, or employee of any public body, specifically being Employees A-C.

ROLL CALL VOTE: Allen – yes, Boyce – yes, Spiggle – yes, Garrett – yes, Puckette – yes, Simpson-yes. Motion carried 6-0.

On a motion by Mr. Boyce, seconded by Ms. Spiggle, Council voted to convene in Closed Session, pursuant to Section 2.2-3711(A)1, for the purpose of discussion, consideration, or interviews of prospective candidates for employment of any public body, specifically being candidate A pursuant to Virginia Code Section 2.2-3711(A)(1).

ROLL CALL VOTE: Allen – yes, Boyce – yes, Spiggle – yes, Garrett – yes, Puckette – yes, Simpson-yes. Motion carried 6-0.

The meeting was re-opened to the public.

Council Member Garrett made the following motion:

To the best of each member’s knowledge, the only subjects just discussed or considered in the preceding closed meetings were those: (i) lawfully exempted from the FOIA Act’s open-meeting requirements and (ii) properly identified in the motion that convened the closed meetings, pursuant to Virginia Code Section 2.2-3711(A)1.

The motion was seconded by Council Member Spiggle and Council by the following recorded vote adopted the motion:

ROLL CALL VOTE: Allen – yes, Boyce – yes, Spiggle – yes, Garrett – yes, Puckette – yes, Simpson-yes. Motion carried 6-0.

On a motion by Mr. Simpson, seconded by Mrs. Puckette, the Town Council voted to create a full-time Human Resources and Compliance position.

ROLL CALL VOTE: Allen – yes, Boyce – yes, Spiggle – yes, Garrett – yes, Puckette – yes, Simpson-yes. Motion carried 6-0.

On a motion by Mr. Garrett, seconded by Mr. Simpson, the Town Council voted to postpone all additional agenda items to the next meeting. All members present voting aye. Motion carried 6-0.

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Adjournment:

On a motion by Mr. Garrett, seconded by Mr. Boyce, the Council voted to adjourn at 9:15 pm. All members present voting aye. Motion carried 6-0.

Christy Torrence
Interim Clerk

Richard C. Conner
Mayor

1 | **Appomattox Town Council**
Workshop Meeting
April 23, 2024

The Appomattox Town Council held a Workshop meeting on Tuesday April 23, 2024, at 6:30 p.m. at the Appomattox Town Hall, Council Chambers, 210 Linden Street, Appomattox, Virginia with Mayor Conner presiding.

Members present: Mary Lou Spiggle, Timothy W. Garrett, Claudia G. Puckette, Nathan A. Simpson and James J. Boyce, Sr.

Absent: Jane Allen

Others present: Carlton Duck, Jeff Elder, Facilities Director; Kim Ray, Town Treasurer; R. Terry McGhee, Town Manager; Christy J. Torrence, Interim Clerk of Council; Kaylee Simpson; Rob Fowler, Frank Wright

Mayor Conner called the meeting to order.

DISCUSSION:

Rob Fowler discussed the property maintenance code. He suggested the possibility of using the Physical Development Committee. Councilman Simpson suggested taking Council out of it and having enforcement a function of town manager and not an elected official. Mr. Fowler said a general property maintenance code would cover things like peeling paint, loose siding, structural issues, and nuisance items. The code would be complaint based—a complaint would be received, the homeowner cited, and staff would work with the homeowner to come up with a plan and a communication schedule. The town would need to hire a consultant or invest in training a staff member. Mr. Fowler will present a draft of the code at the workshop meeting scheduled for May 28.

Mr. Simpson asked that discussion item number two be tabled for a future meeting. Council agreed.

On a motion by Mr. Boyce, seconded by Ms. Spiggle, Council voted to adopt Robert's Rules of Order 12th Edition as the rules of order for the governing body. All members present voting aye. Motion carried 5-0.

PUBLIC COMMENTS:

Bryan Baine thanked Council for how he was received when he spoke at the last meeting. He discussed his concerns about widening Lee Grant Ave; houses in the area are large and couples with children are the ones who buy large houses. If yards are close to a busy street, the houses are less attractive to buyers. Mr. Baine expressed his concern about his houses losing value.

Mayor Conner read a letter from Deana and Timothy Olsen, owners of 111 Burke St. They also spoke out against widening Lee Grant Ave and the Smart Scale Project.

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Mayor Conner asked legal counsel if there was a legal way we could prohibit school bus traffic on Lee Grant Ave. Attorney Frank Wright said he would have to refer the question to someone else as he also represents Appomattox County School Board. Mr. Simpson requested that a meeting be set up with Mayor Conner, the Director of Transportation and Appomattox County School Board.

On a motion by Mr. Simpson, seconded by Mrs. Puckette, Council voted to withdraw the Smart Scale application and to authorize the Public Works Director to advertise for engineering to correct the issues on Lee Grant Ave and Burke St.

ROLL CALL VOTE: Simpson – yes, Boyce – yes, Spiggle – yes, Garrett – yes, Puckette – yes. Motion carried 5-0.

Closed Session 1:

On a motion by Mr. Simpson, seconded by Mr. Garrett, the Council voted to amend the closed session to include employees A-H. All members present voting aye. Motion carried 5-0.

On a motion by Mr. Simpson seconded by Ms. Spiggle, Council voted to convene in Closed Session, pursuant to Section 2.2-3711(A)1, for the discussion of the performance of a specific public employee, specifically being Employee A-H.

ROLL CALL VOTE: Boyce – yes, Spiggle – yes, Garrett – yes, Puckette – yes, Simpson-yes. Motion carried 5-0.

The meeting was re-opened to the public.

Council Member Boyce made the following motion:

To the best of each member's knowledge, the only subjects just discussed or considered in the preceding closed meeting were those: (i) lawfully exempted from the FOIA Act's open-meeting requirements and (ii) properly identified in the motion that convened the closed meeting, pursuant to Virginia Code Section 2.2-3711(A)1.

The motion was seconded by Council Member Spiggle and Council by the following recorded vote adopted the motion:

ROLL CALL VOTE: Boyce – yes, Spiggle – yes, Garrett – yes, Puckette – yes, Simpson-yes. Motion carried 5-0.

Closed Session 2:

On a motion by Mr. Garrett, seconded by Mr. Simpson, Council voted to convene in Closed Session, pursuant to Section 2.2-3711(A)1, for the discussion of the performance of a specific public employee, specifically being Employee A-D.

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ROLL CALL VOTE: Boyce – yes, Spiggle – yes, Garrett – yes, Puckette – yes, Simpson-yes.
Motion carried 5-0.

The meeting was re-opened to the public.

Council Member Garrett made the following motion:

To the best of each member’s knowledge, the only subjects just discussed or considered in the preceding closed meeting were those: (i) lawfully exempted from the FOIA Act’s open-meeting requirements and (ii) properly identified in the motion that convened the closed meeting, pursuant to Virginia Code Section 2.2-3711(A)1.

The motion was seconded by Council Member Boyce and Council by the following recorded vote adopted the motion:

ROLL CALL VOTE: Boyce – yes, Spiggle – yes, Garrett – yes, Puckette – yes, Simpson-yes.
Motion carried 5-0.

COUNCIL COMMENTS:

Spiggle – none

Garrett – none

Puckette – none

Simpson – none

Boyce-none

STAFF REPORTS:

Mr. McGhee referred Council to his email sent on April 22, 2024.

ADJOURNMENT:

On a motion by Mr. Garrett, seconded by Mrs. Puckette, the Council voted to adjourn at 10:28 p.m. All council members present voting aye. Motion carried 5-0.

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Christy J. Torrence, Interim Clerk

Richard C. Conner
Mayor

1 | **Appomattox Town Council**
Workshop Meeting
May 28, 2024

The Appomattox Town Council held a Workshop meeting on Tuesday, May 28, 2024 at 6:30 p.m. at the Appomattox Town Hall, Council Chambers, 210 Linden Street, Appomattox, Virginia with Mayor Conner presiding.

Members present: Jane T. Allen, James J. Boyce, Sr., Mary Lou Spiggle, Timothy W. Garrett, Nathan A. Simpson, and Claudia G. Puckette.

Others present: Carlton Duck; Kim Ray, Town Treasurer; Rob Fowler, Interim Town Manager; Christy Torrence, Interim Clerk of Council; Bill Jamerson; Kaylee Simpson; Nickcole Maynard-Errami

Mayor Conner called the meeting to order and opened the public hearing.

Public Hearing:

The purpose of this public hearing will be to receive public comments concerning the following:

Proposed FY 2025 Budget for the Town of Appomattox - In accordance with §15.2-2506 Code of Virginia, the following is a brief synopsis of the budget proposed by the Town of Appomattox for FY 2025:

GENERAL FUND EXPENDITURES	\$2,852,462.00
WATER FUND EXPENDITURES	\$3,093,628.00
SEWER FUND EXPENDITURES	\$1,583,712.00
TOTAL EXPENDITURES	\$7,529,802.00
GENERAL FUND REVENUE	\$2,852,462.00
WATER FUND REVENUE	\$3,093,628.00
SEWER FUND REVENUE	\$1,583,712.00
TOTAL REVENUE	\$7,529,802.00

Documentation is available during regular business hours in the Appomattox Town Office, 210 Linden Street, Appomattox, Virginia. A copy is also available on the Town of Appomattox website, www.townofappomattox.com.

The public and all interested parties are invited to attend this public hearing to make their views known on the proposed FY 2025 Budget for the Town of Appomattox. Any person needing special accommodation should contact the Town Office no later than the close of business on the day of the hearing at 434-352-8268.

There were no comments received from the public.

Mayor Conner closed the public hearing.

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DISCUSSION #1:

Rob Fowler reviewed three code sections the town could possibly use in the Property Maintenance Code. Mr. Fowler recommended option three. He will start communicating with problem areas and inform property owners of the code the Town is trying to put into place and our goals. Mr. Fowler will try to have someone from the state here during the June workshop. With Council consensus, staff will move forward with training and ask the attorney to provide a final draft of the code.

DISCUSSION #2:

Staff was asked to solicit at least one more quote for the Town Hall Compliance Survey.

DISCUSSION #3:

Mr. Simpson led a discussion on the Town's outdated IT infrastructure. He mentioned that it was impacting us in areas that we didn't realize such as our security camera system. It was requested that Mr. Fowler look into finding someone to help with the Town's IT and networking to support cameras and accessing files from home. Staff was asked to submit a plan at the June workshop meeting.

DISCUSSION #4:

The Town has two key positions to fill. The Berkley Group is providing a quote to conduct the search for the new Town Manager. Staff will solicit two more quotes. Staff will update the job description for the Public Works Director and come up with a plan to handle the day-to-day in the interim.

Mr. Fowler and Mrs. Maynard-Errami will come up with some ideas for employee appreciation.

COUNCIL COMMENTS:

Mary Lou Spiggle-none

Claudia Puckette – none

Nathan A. Simpson – 1925-2025 anniversary is coming up. 15-20 photos albums were found stored at the Town office. Wants to make a book and asked permission to scan the pictures. No council member objected to the request. Talked with Mrs. Adams from the County about her email regarding the joint meeting. Would like to change the agenda to include a meet and greet, introductions-who are you and what do you hope to see in the community? With all council members giving their consent, Nathan will send out the updated agenda to the county for their approval.

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James Boyce- Thanked Nickcole publicly for being willing to step in.

Jane Allen - none

Richard Conner- Gained a lot from the training retreat and would like to get organizational chart ready and approved.

STANDING COMMITTEE REPORTS:

Finance and Planning/ARPA-none

Physical Development-none

STAFF REPORTS:

Kim Ray-Provided the May 2024 financial report. Will be needing to ask for some budget amendments soon. She is working to close the Downtown Revitalization Project Grant. Gave an update on where we currently stand with Nathan Harbin and his contract.

Nickcole Maynard-Errami-Gave a report on the current state of Human Resource affairs within the Town administration and made the following recommendations: compliance review and training, capitalize on existing technology, policy development and implementation, employee relations support.

Rob Fowler-Asked Council if they would prefer the potential new clerk to be a clerk position or a deputy clerk position with the Town Manager carrying the title of clerk and delegating the work to the deputy. Consensus by Council was the offer would be a deputy clerk position. Mr. Fowler also asked Council to consider recognizing the American Civil War Museum for hosting the Council Retreat rent free.

On a motion by Mr. Simpson, seconded by Mrs. Allen, Council voted to give the American Civil War Museum a one-time donation in the amount of \$2,500 for allowing to use the meeting room.

Roll Call Vote: Jane Allen-yes, Jim Boyce-yes, Mary Lou Spiggle-yes, Timmy Garrett-yes, Nathan Simpson-yes, and Claudia Puckette-yes.

ADJOURNMENT:

On a motion by Mr. Garrett, seconded by Mr. Boyce, Council voted to adjourn at 8:09 pm. All council members present voting aye. Motion carried 6-0.

Christy Torrence
Interim Clerk

Richard C. Conner
Mayor

1 | **Appomattox Town Council**
Regular Council Meeting
June 10, 2024

The Appomattox Town Council held a Regular Council meeting on Monday, June 10, 2024, at 6:30 p.m. at the Appomattox Municipal Building, 210 Linden Street, Appomattox, Virginia with Mayor Conner, presiding.

Members present: Jane T. Allen, James J. Boyce, Sr., Claudia G. Puckette, Mary Lou G. Spiggle, Timothy W. Garrett, Nathan A. Simpson

Others: Carlton Duck, Alive Media; Kim Ray, Treasurer; Rob Fowler, Interim Town Manager; Christy Torrence, Interim Clerk of Council; Kaylee Simpson; Charles Conrad; Nickcole Maynard-Errami, Human Resources Director; Eric and Dorothy Van Opstal; Don Jones; Katrina Slagle; Stan Slagle

Mayor Conner called the meeting to order at 6:30 p.m.

Reverend Duck led the prayer and Pledge of Allegiance to the Flag of the United States of America.

Mayor Conner welcomed everyone to the meeting.

Public Hearing:

Katrina A. Slagle does hereby request a Conditional Use Permit to operate a small private practice serving the community providing mental health, medication management, counseling and wellness care by appointment located at 667 Lee Grant Avenue in an existing single-family structure. Tax Map Identification Number 64A5 A 85. The property is zoned R-1, Limited Residential and the proposed use is permitted by a Conditional Use Permit.

Mrs. Slagle spoke to Council stating that she is a mental health nurse practitioner and has been in the nursing field for 32 years. She said that statistically speaking 1 in 5 will experience a mental health condition and only 50% will get help. Aspire Mental Health and Wellness will be the first full service mental health center in Appomattox, staffed with a licensed mental health counselor and a psychiatric practitioner with prescriptive authority.

Rob Fowler informed Council that the Appomattox Town Planning Commission unanimously approved the Conditional Use Permit and forwarded to Town Council for final approval.

Eric and Dorothy Van Opstal stated objections to a residential property being changed to conditional use. They stated that they are not opposed to the service that they are trying to offer but they don't want it in that location.

Don Jones spoke on behalf of Liberty Baptist Church. The church is supportive of the conditional use and have offered up their parking lot for the business to use.

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Mayor Conner read a letter from Bryan Baine stating that while he is opposed to rezoning the property, he will support the conditional use permit.

Mr. Simpson asked Mr. Fowler if the conditional use permit was attached to the property. Mr. Fowler said it would be approved for the Slagle's only—if she closed the business, it reverts to single family residential automatically.

Unfinished Business:

Mr. Fowler informed Council that, due to health concerns, Nathan Harbin would no longer be able to finish the depot landscaping project. He suggested regrouping and rebidding the work. He would like to look for landscapers who have in-house designers. If Council agrees, he will pursue.

With consensus from Council, Mr. Fowler will pursue landscapers.

New Business:

On a motion by Mr. Simpson, seconded by Mr. Boyce, the Council voted to approve the conditional use permit as presented for a period of 24 months. All members present voting aye. Motion carried 6-0.

On a motion by Mr. Garrett, seconded by Ms. Spiggle, the Council voted to give all Town employees July 5, 2024 off with pay for employee appreciation. All members present voting aye. Motion carried 6-0.

Adoption of the Consent Agenda:

On a motion by Mr. Garrett, seconded by Ms. Spiggle, the Town Council voted to adopt the consent agenda as presented for June 10, 2024. All members present voting aye. Motion carried 6-0.

Council Standing Committee Reports:

ARPA: None

Finance and Planning Committee: None

Physical Development Committee: None

Citizen Comment:

Don Jones updated on some tourism news. July 5-11 Virginia State District Youth League softball and baseball tournaments are being held in Appomattox. This will bring in 12 teams, 300 children, along with coaches and families.

Town Manager's Report:

Mr. Fowler referred to the report that was emailed to Council on Friday, June 7 and updated Council on the following:

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- Had lunch with Public Works employees and received feedback from them on what they would like to see in a Public Works director.
- The town attorney said that there is some confusion with the property maintenance code and it has to be tweaked a little.
- Discussed bids for ADA compliance audit. Mr. Simpson said that all bids looked similar, and he would like to defer to Mr. Fowler to decide. Ms. Spiggle said we should move forward as fast as possible. Mr. Simpson asked if we could use ARPA funding to have the study done. Mrs. Ray responded with yes, ARPA money can be used.

On a motion by Mr. Simpson, seconded by Mr. Garrett, the Town Council voted to use ARPA funding to have the ADA compliance analysis performed.

ROLL CALL VOTE: Allen – yes, Boyce – yes, Spiggle – yes, Garrett – yes, Puckette – yes. Simpson – yes. Motion carried 6-0.

- Provided staff with VRSA site assessment. Staff is actively working to correct what we can. Mr. Simpson asked if we have a maintenance contract for dehumidifiers. Mr. Fowler will check into it.

Council Comments:

Spiggle-Reminded everyone about the fireworks on June 29.

Simpson-

- Lee Grant was never meant to be a connector route in town. The solution lies in working with county and state to build a road that mirrors the bypass. This should be added to the comprehensive plan.
- 100th Anniversary is coming up. If we want to plan an event we need to start now. Would like to discuss at the next meeting to determine a reasonable amount of money to spend. We also need to check with Historical Society and Experience Appomattox.
- The county administrator responded regarding a joint meeting. She is working on a date that works for everyone, possibly August or September.

Allen-Would like for staff to check into Safe Way to School grants or similar grants for Highland Ave. A crosswalk is needed from Confederate to Church St (Jamerson Building Supply to middle school). Asked staff to check into this.

Boyce-Lee Grant Ave holes need to be filled.

Puckette-nothing

Garrett-nothing

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Adjournment:

On a motion by Mr. Garrett, seconded by Mrs. Puckette, the Council voted to adjourn at 7:40 pm. All members present voting aye. Motion carried 6-0.

Christy Torrence
Interim Clerk

Richard C. Conner
Mayor

1 | **Appomattox Town Council**
Workshop Meeting
June 25, 2024

The Appomattox Town Council held a Workshop meeting on Tuesday, June 25, 2024 at 6:30 p.m. at the Appomattox Town Hall, Council Chambers, 210 Linden Street, Appomattox, Virginia with Mayor Conner presiding.

Members present: Jane T. Allen, James J. Boyce, Sr., Mary Lou Spiggle, Timothy W. Garrett, and Claudia G. Puckette.

Absent: Nathan A. Simpson

Others present: Carlton Duck; Kim Ray, Town Treasurer; Rob Fowler, Interim Town Manager; Christy Torrence, Interim Clerk of Council; Nickcole Maynard-Errami, Human Resources Director

Mayor Conner called the meeting to order.

DISCUSSION #1:

Mr. Fowler referred Council to the proposals received by firms interested in managing the recruitment and hiring process of the new town manager. He suggested the Berkley Group might be a better fit since they already have a relationship with Council. Ms. Spiggle mentioned that she thought having a local group was important. Mrs. Maynard-Errami said either government agencies, MGT or SGR would be good choices. She mentioned that MGTs Layne Bailey was a town manager in VA. She also mentioned that Berkley Group wasn't on the ICMA list and both government agencies were. Both government agencies were vetted by ICMA-the International City/County Manager Association which is very reputable.

On a motion by Mrs. Puckette, seconded by Ms. Spiggle, Council voted to authorize Mr. Fowler to contact Berkley Group and negotiate their contract down to \$25,000 to manage the recruitment process for the new town manager.

ROLL CALL VOTE: Allen – yes, Boyce – yes, Spiggle – yes, Garrett – yes, Puckette – yes.
Motion carried 5-0.

On a motion by Ms. Allen, seconded by Mr. Garrett, Council voted to authorize the Human Resource Director to post the town manager vacancy on all free online sites. All members present voting aye. Motion carried 5-0.

DISCUSSION #2:

Mrs. Maynard-Errami presented Council with a job description for the Public Works Director position for their review. A brief discussion was held.

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On a motion by Mrs. Puckette, seconded by Ms. Spiggle, Council voted to authorize the Human Resource Director to move forward with advertising for the position as presented. All members present voting aye. Motion carried 5-0.

DISCUSSION #3:

On a motion by Mr. Garrett, seconded by Mrs. Puckette, Council voted to adopt an Appropriations Resolution of the Appomattox Town Council adopting the Fiscal year 2024-2025 budget. All members present voting aye. Motion carried 5-0.

COUNCIL COMMENTS:

Spiggle-Liberty Baptist Church will have a celebration at the high school Saturday. After the celebration, the Town will sponsor fireworks.

Puckette – none

Boyce- none

Allen - none

Garrett- none

Richard Conner- Wants to have a strategy session in July. Let's start thinking about the 100th anniversary.

Mrs. Allen said that the Historical Society wants to be included.

STANDING COMMITTEE REPORTS:

Finance and Planning/ARPA-none

Physical Development-none

STAFF REPORTS:

Kim Ray-Provided the June 2024 financial report. Auditors will be here on Tuesday to begin. The water rate will increase on the next bill.

Nickcole Maynard-Errami-Provided a report with recommendations and requests. Gave an update on CompEase project that will kick off July 2. A supervisors meeting is scheduled for June 26 to discuss ADP time and attendance tracking. An all-employee meeting is scheduled for June 28 to update employees on COLA (3%). Asked that the Personnel Committee meet to work on the employee handbook.

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Rob Fowler-

- Update sent to Council via email on June 21. Will be meeting with RSG next week, along with Ms. Spiggle to discuss the ROSE project and depot landscaping.
- ADA compliance assessment will take place the first week in July.
- Tori and David are doing a great job.

ADJOURNMENT:

On a motion by Mr. Garrett, seconded by Mrs. Allen, Council voted to adjourn at 7:33 pm. All council members present voting aye. Motion carried 5-0.

Christy Torrence
Interim Clerk

Richard C. Conner
Mayor

1 | **Appomattox Town Council**
Regular Council Meeting
July 8, 2024

The Appomattox Town Council held a Regular Council meeting on Monday, July 8, 2024, at 6:30 p.m. at the Appomattox Municipal Building, 210 Linden Street, Appomattox, Virginia with Mayor Conner, presiding.

Members present: Jane T. Allen, James J. Boyce, Sr., Claudia G. Puckette, Mary Lou G. Spiggle, Timothy W. Garrett, Nathan A. Simpson

Others: Carlton Duck, Alive Media; Sam Vance, Kim Ray, Treasurer; Rob Fowler, Interim Town Manager; Christy Torrence, Office Manager; Nickcole Maynard-Errami, Human Resources Director; Kim Payne and Margaret Schmitt, Berkley Group.

Mayor Conner called the meeting to order at 6:33 p.m.

Reverend Duck led the prayer and Pledge of Allegiance to the Flag of the United States of America.

Mayor Conner welcomed everyone to the meeting.

Mr. Simpson stepped in at 6:39 pm.

Closed Session 1:

On a motion by Mr. Boyce, seconded by Ms. Spiggle, the Council voted to convene in closed session, for the purpose of discussing prospective candidates for employment with consultants, specifically being vacancy A pursuant to Virginia Code Section 2.2-3711(A)(1).

ROLL CALL VOTE: Allen – yes, Boyce – yes, Garrett – yes, Puckette – yes. Simpson – yes, Spiggle – yes. Motion carried 6-0.

Closed Session 2:

On a motion by Mr. Boyce, seconded by Ms. Spiggle, the Council voted to convene in closed session, for the purpose of assignment, appointment, promotion and performance or resignation of specific public officer, appointee, or employee of any public body, specifically being Employee A pursuant to Virginia Code Section 2.2-3711(A)(1).

ROLL CALL VOTE: Allen – yes, Boyce – yes, Garrett – yes, Puckette – yes. Simpson – yes, Spiggle – yes. Motion carried 6-0.

The meeting was re-opened to the public.

On a motion by Ms. Spiggle, second by Mr. Boyce:

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To the best of each member's knowledge, the only subjects just discussed or considered in the preceding closed meeting were those (i) lawfully exempted from the FOIA Act's open-meeting requirements and (ii) properly identified in the motion that convened the closed meeting, pursuant to Virginia Code Section 2.2-3711(A)1.

ROLL CALL VOTE: Allen – yes, Boyce – yes, Garrett – yes, Puckette – yes. Simpson – yes, Spiggle – yes. Motion carried 6-0.

Human Resource Manager: Informed Council of the requirement to have the Treasurer and Town Manager bonded according to the Virginia Charter. The Town code requires the Treasurer to be bonded at \$300,000 and no specific amount is mentioned for the Town Manager. Staff recommends the Town Manager be bonded at \$100,000. With a consensus from Council, Mr. Fowler will make the final decision on the amount and pursue having both positions bonded.

Council Comments: None

Adjournment:

On a motion by Mr. Simpson, seconded by Mrs. Puckette, the Council voted to Table all further items until the Workshop meeting scheduled for Tuesday July 23, 2024, adjourned at 9:39 pm. All members present voting aye. Motion carried 6-0.

Cindy Miller
Deputy Town Clerk

Richard C. Conner
Mayor

1 | **Appomattox Town Council**
Workshop Meeting
July 23, 2024

The Appomattox Town Council held a Workshop meeting on Tuesday, July 23, 2024, at 6:30 p.m. at the Appomattox Town Hall, Council Chambers, 210 Linden Street, Appomattox, Virginia with Mayor Conner presiding.

Members present: Jane T. Allen, James J. Boyce, Sr., Timothy W. Garrett, Nathan A. Simpson, and Claudia G. Puckette.

Absent: Mary Lou Spiggle

Others present: Carlton Duck; Kim Ray, Town Treasurer; Rob Fowler, Interim Town Manager; Christy Torrence, Office Manager; Tori Rothgeb, Interim Director of Facilities; Cindy Miller Deputy Town Clerk, Jamie White with White Engineering & Design and Blair Smith with Dominion Seven.

Mayor Conner called the meeting to order.

DISCUSSION #1:

Jamie White with White Engineering & Design spoke to the council regarding expanding the town sewer line to a parcel on Ferguson St for a 30-unit town house development. The parcels of land are outside of the Town limits. Mr. White referenced Scott Bloomfield as the developer of the property. A recommendation was made to present the Council with a larger site plan layout for review. The council stated that the landowner would need to do a petition with the County to have the boundary line adjusted for any extension of the town sewer line to be taken into consideration. Mr. White stated he would like to get confirmation if the extension of the sewer line is an option before filing a petition with the County.

DISCUSSION #2:

Blair Smith with Dominion Seven presented his ADA Compliance Review. Mr. Smith advised the Council that to proceed he will need some direction and feedback from the Council. At that time, he can proceed with an estimate of the cost for the decided improvements.

DISCUSSION #3:

Public Hearing
Public Notice of a Public Hearing

The Appomattox Town Council will hold a public hearing on Tuesday, July 23, 2024, at 6:30 p.m. at the Appomattox Municipal Building, Council Chambers, 210 Linden Street, Appomattox, Virginia.

The purpose of this public hearing will be to receive public comments concerning the following:

Amendment to the FY 2024 Budget for the Town of Appomattox – in accordance with § 15.2-2506 Code of Virginia, the following is a brief synopsis of the budget amendment by the Town of Appomattox for FY 2024:

General Fund Expenditures Amendments	664,288.00
Total Expenditure Amendments	664,288.00

General Fund Revenue Amendments	664,288.00
Total Revenue Amendments	664,288.00

Water Fund Expenditure Amendments	45,000.00
Total Expenditure Amendments	45,000.00

Water Fund Revenue Amendments	45,000.00
Total Revenue Amendments	45,000.00

No one made a public comment.

Mayor Conner closed the public hearing.

On a motion by Mr. Simpson, seconded by Mr. Boyce, the Council voted to adopt the Budget Amendment for FY 2024 for the Town of Appomattox.

ROLL CALL VOTE: Allen – yes, Garrett – yes, Boyce – yes, Puckette – yes. Simpson – yes, Motion carried 5-0.

DISCUSSION #4:

Proclamation honoring 2023-2024 FFA Chapter

On a motion by Mr. Simpson, seconded by Mr. Garrett. The Council voted to adopt the Proclamation honoring 2023-2024 FFA Chapter. All members present voting aye. Motion carried 5-0.

Mayor Conner requested an invitation be provided to the 2023-2024 FFA Officers to attend the Town Council meeting scheduled for August 12, 2024, to receive their proclamation.

DISCUSSION #5:

Open discussions were held on the 100th Anniversary Commemorative Festival to be held in June of 2025. Mr. Simpson suggested that a committee be formed with a mix of Council members and community members. There would be an option to purchase a Centennial Bronze

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Bell in recognition of the 100th Anniversary of the Town of Appomattox. Mr. Simpson will get an estimate of the cost to purchase the bronzed bell and will present more information at our next Town Council meeting on August 12, 2024.

COUNCIL COMMENTS:

Simpson- Discussed the possibility of pushing boundary lines while considering expansion of the town sewer and water lines.

Puckette – Asked staff for an update on the issue with the Lee Grant sidewalk and potholes. The council asked that we keep the neighbors informed of what is being done. Rob stated he has meet with Mr. Youngblood and will keep the council updated on the plans for the repair of Lee Grant Mrs. Puckette asked if we are getting feedback on what local organizations are doing with the grant money received.

Garrett- none

Boyce- The VML Conference is in October. Mr. Boyce would like us to put a display up at the VML Conference.

Allen – Ask staff if we have updates on the crosswalk, accessible playground equipment and on the Depot landscaping.

Conner- We have been invited to attend the Fire One Student ceremony scheduled for July 27, 2024, at 4 pm. It will be held at the Appomattox County High School Auditorium. Please RSVP if you plan to attend.

STANDING COMMITTEE REPORTS:

Finance and Planning/ARPA- none.

Physical Development-none

STAFF REPORTS:

Mrs. Ray, Treasurer - presented the Town of Appomattox Financial Status Report and the Adopted Budget updates for FY 2024-2025. Reports are on file.

Mrs. Rothgeb, Interim Director of Facilities- Provided a report for review. Reports are on file.

Rob Fowler, Interim Town Manager/ Zoning-Mr. Fowler stated that DMV needs outlets moved at their location. The council approved the outlet to be moved. Mr. Fowler stated Staff has done a great job stepping up and filling in. Mr. Simpson asked that we set aside funds to have an IT company look at the outdoor camera system. Mr. Fowler advised Mrs. Rothgeb to look into this.

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Workshop Meeting
July 23, 2024

ADJOURNMENT:

On a motion by Mr. Garrett, seconded by Mrs. Allen, Council voted to adjourn at 8:03 pm. All council members present voting aye. Motion carried 5-0.

Cindy Miller
Deputy Town Clerk

Richard C. Conner
Mayor

1 | **Appomattox Town Council**
Regular Council Meeting
August 12, 2024,

The Appomattox Town Council held a Regular Council meeting on Monday, August 12, 2024, at 6:30 p.m. at the Appomattox Municipal Building, 210 Linden Street, Appomattox, Virginia with Mayor Conner, presiding.

Members present: Jane T. Allen, James J. Boyce, Sr., Claudia G. Puckette; Timothy W. Garrett and Nathan A. Simpson

Members absent: Mary Lou G. Spiggle

Others: Carlton Duck, Alive Media; Rob Fowler, Interim Town Manager; Christy Torrence, Office Manager; Kaylee Simpson; Stephanie Pawelczyk; Daughter; 2023-2024 FFA Chapter, Elizabeth Duncan, Ed McCann, Cassie Long and Parents.

Mayor Conner called the meeting to order at 6:35 p.m.

Reverend Duck led the prayer and Pledge of Allegiance to the Flag of the United States of America.

Mayor Conner welcomed everyone to the meeting.

Scheduled Public Appearance:

Mayor Conner read the following proclamation honoring the 2023-2024 FFA CHAPTER:

A PROCLAMATION HONORING

THE APPOMATTOX COUNTY HIGH SCHOOL
2023-2024 FFA CHAPTER

WHEREAS the Appomattox Sr. FFA received top honors at the 98th Virginia FFA Convention; and

WHEREAS, a 4 day in person convention took place in Blacksburg, VA; and

WHEREAS, the Appomattox Chapter placed first in the National Chapter Award contest, out of 217 chapters and 33,300 FFA members across the Commonwealth; and

WHEREAS the National Chapter Award contest is grounded in three divisions, Growing Leaders, Building Leaders, and Strengthening Agriculture; and

WHEREAS, Appomattox was selected for its extensive program of activities, notably during the 2023-2024 school year were its leadership training program, degree recognition event, agriculture placement program, and its dynamic relationship with the Appomattox FFA Alumni Association; and

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WHEREAS this milestone was accomplished under the direction of the 2023-2024 Chapter FFA officer team.

THEREFORE, I urge all citizens of Appomattox to join me in recognizing and celebrating the chapter's achievement and wish the members of the chapter continued success.

Richard C. Conner, Mayor, Town of Appomattox

Adoption of the Consent Agenda-August 12, 2024:

On a motion by Mr. Boyce and seconded by Mr. Garrett, Council voted to adopt the consent agenda for June 10, 2024, Regular Meeting, June 25, 2024, Workshop, July 8, 2024, Regular Meeting and July 23, 2024, Workshop Meeting. All members present voting aye. Motion carried 5-0.

Unfinished Business:

On a motion by Mr. Simpson, seconded by Mr. Boyce, Council voted to adopt a FY 2024 Budget Amendment Resolution 2023-2024:

WHEREAS, Section 15.2-2506, Code of Virginia, allows that a governing body may amend the budget from time to time.

NOW THEREFORE, BE IT RESOLVED, that the Appomattox Town Council does hereby amend the FY 2024 Operating Budget for the General Fund and Water Fund.

General Fund Expenses

Depot 69,000
Grants 8,124
Council 27,764
Tourism – 5,400
Capital Improvements 54,000
Downtown Revitalization – 500,000
TOTAL - \$664,288

Water Fund Expenses

Church Street Waterline Debt – 37,000
Legal – 2,000
Water Meters – 6,000
TOTAL - \$45,000

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Regular Council Meeting
August 12, 2024,

SECTION XIII: BE IT FURTHER RESOLVED, by the Town Council of Appomattox, Virginia that the Fiscal Year 2024 budget amendments are hereby adopted, and the monies necessary to fund it are hereby appropriated and shall be certified by the Clerk of Council and maintained as an archive document with the official minutes of the Town Council of Appomattox, Virginia.

Amended this 12th day of August 2024.

Attest:

Cindy Miller, Deputy Town Clerk

Roll Call Vote: Allen-yes, Boyce-yes, Garrett-yes, Puckette-yes, Simpson-yes. Motion carried 5-0.

Discussion of the Anniversary Commemorative Festival- decision was made for each council member to bring back two names of community citizens that are willing to serve on a committee and for the committee to meet on September 16, 2024, at 7:00 pm.

New Business:

On a motion from Mr. Simpson, seconded by Mr. Garrett, Council voted to adopt the Ordinance for the New Code for the Town of Appomattox.

ORDINANCE NO.

AN ORDINANCE ADOPTING AND ENACTING A NEW CODE FOR THE TOWN OF APPOMATTOX, VIRGINIA; PROVIDING FOR THE REPEAL OF CERTAIN ORDINANCES NOT INCLUDED THEREIN; PROVIDING A PENALTY FOR THE VIOLATION THEREOF; PROVIDING FOR THE MANNER OF AMENDING SUCH CODE; AND PROVIDING WHEN SUCH CODE AND THIS ORDINANCE SHALL BECOME EFFECTIVE.

BE IT ORDAINED BY THE TOWN COUNCIL:

Section 1. The Code entitled "Code of the Town of Appomattox," published by CivicPlus, LLC, consisting of chapters 1 through 36, each inclusive, is adopted.

Section 2. All ordinances of a general and permanent nature enacted on or before September 11, 2023, and not included in the Code or recognized and continued in force by reference therein, are repealed.

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Regular Council Meeting
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Section 3. The repeal provided for in section 2 hereof shall not be construed to revive any ordinance or part thereof that has been repealed by a subsequent ordinance that is repealed by this ordinance.

Section 4. Additions or amendments to the Code when passed in such form as to indicate the intention of the town council to make the same a part of the Code shall be deemed to be incorporated in the Code, so that reference to the Code includes the additions and amendments.

Section 5. Ordinances adopted after September 11, 2023, that amend or refer to ordinances that have been codified in the Code shall be construed as if they amend or refer to like provisions of the Code.

Section 6. This ordinance shall become effective August 12, 2024

Passed and adopted by the Appomattox Town Council this 12th day of August 2024.

Mayor

ATTEST:

Cindy Miller, Deputy Town Clerk

Town Action

Certificate of Adoption

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Regular Council Meeting
August 12, 2024,

I hereby certify that the foregoing is a true copy of the ordinance passed at the regular meeting of the Appomattox Town Council, held on the 12th day of August,2024

Cindy Miller, Deputy Town Clerk

Roll Call Vote: Allen-yes, Boyce-yes, Garrett-yes, Puckette-yes, Simpson-yes. Motion carried 5-0.

Council Standing Committee Reports:

Finance and Planning Committee: None

ARPA: None

Physical Development Committee: None

Citizen Comment: None

Town Manager's Report:

Mr. Fowler referred to the report that was emailed to Council on Friday August 9, 2024, and updated Council on the following:

- Mr. Fowler met with Lynchburg Parks and Recreation regarding ADA/ Sensory playground equipment. Note we need to think about it for the parents and the caregivers as well.
- Tori is working on quotes for new security cameras.
- An open discussion was held about the ADA compliance analysis performed and it was agreed to check into options and discuss again at our Workshop meeting on August 27, 2024.
- A boundary line recommendation was presented, and it was discussed that a conversation will need to be started with the County.

Council Comments:

Simpson-none

Puckette-none

Garrett-none

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Boyce-none

Allen-none

Adjournment:

On a motion by Mr. Garrett, seconded by Mrs. Puckette, the Council voted to adjourn at 7:34 pm. All members present voting aye. Motion carried 5-0.

Cindy Miller
Deputy Town Clerk

Richard C. Conner
Mayor

1 | **Appomattox Town Council**
Workshop Meeting
August 27, 2024

The Appomattox Town Council held a Workshop meeting on Tuesday, August 27, 2024, at 6:30 p.m. at the Appomattox Town Hall, Council Chambers, 210 Linden Street, Appomattox, Virginia with Mayor Conner presiding.

Members present: Jane T. Allen, James J. Boyce, Sr., Timothy W. Garrett, Mary Lou Spiggle, and Claudia G. Puckette.

Simpson stepped in at 6:33 p.m.

Absent: None

Others present: Carlton Duck; Kim Ray, Town Treasurer; Rob Fowler, Interim Town Manager; Cindy Miller Deputy Town Clerk, Dana Glover, Deputy Treasurer and McKinley Caldwell.

Mayor Conner called the meeting to order at 6:33 p.m.

DISCUSSION #1:

Consideration to adopt an Amendment to the Appropriation for Vehicle Tax Relief

On a motion from Mr. Boyce, seconded by Mr. Garrett, the Council voted to adopt the Amendment to the Appropriations Resolution of the Appomattox Town Council Adopting the Fiscal Year 2024-2025 Budget for Vehicle Tax Relief.

ROLL CALL VOTE: Allen – yes, Boyce – yes, Garrett-yes, Puckette – yes. Simpson – yes, Spiggle-yes, Motion carried 6-0.

Amend Section IV:

BE IT FURTHER RESOLVED, in accordance with the requirements set forth in Section 58.1-3524(C)(2) and Section 58.1-3912(E) of the Code of Virginia, as amended by Chapter 1 of the Acts of Assembly (2004 Special Session 1) and as set forth in Item 503.E (Personal Property Tax Relief Program) of Chapter 951 of the 2005 Acts of Assembly any qualifying vehicle situses within the Town commencing January 1, 2024, shall receive personal property tax relief in the following manner:

- Personal use vehicles valued at \$1,000 or less will be eligible for 100% tax relief.
- Personal use vehicles valued at \$1,001 to \$20,000 will be eligible for 48.4% tax relief.
- Personal use vehicles valued at \$20,001 or more shall only receive 48.4% tax relief on the first \$20,000 of value; and
- All other vehicles which do not meet the definition of “qualifying” (business use vehicles, farm use vehicles, motor homes, etc.) will not be eligible for any form of tax relief under this program.

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Workshop Meeting
August 27, 2024

Attest:

Cindy Miller, Deputy Town Clerk

Date

DISCUSSION #2:

Discussion to consider ADA Compliance Solutions.

An open discussion was held to discuss corrections to the Town Office as it relates to the ADA audit. The council requested that estimates be received for an ADA bathroom, ramps (both front and side), and HVAC.

Mr. Simpson and Mr. Garrett requested a closed session be added to the agenda for the next Council Meeting on September 9, 2024, to discuss more details.

DISCUSSION #3:

Discussion to apply ARPA Funds

An open discussion was held in reference to funds available for expenditure. The available funds have a deadline of December 31, 2024, to be allocated. The Treasurer will consult with Brown Edwards for additional guidance.

DISCUSSION #4:

Discussion for selection process for Vice Mayor

Open discussion of needing new process for Vice-Mayor selection due to split terms. The council requested information be collected from other localities on their process. Bylaws shared with council and updates requested. Discussion of having a Fall Retreat and reviewing this information at that time.

DISCUSSION #5:

Anniversary commemorative Festival Committee Selection

Open discussion on topic held.

Committee meeting is planned for September 16, 2024, at 7 p.m.

COUNCIL COMMENTS:

Spiggle-Clean up front hallway and put snack box in conference room.

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Workshop Meeting
August 27, 2024

Simpson- Requested a call be made to Norfolk Southern in reference to the train blocking the road for three hours.

Mr. Simpson stated he has received complaints about the water line work on Church St and the lack of communication of when the project will be done.

Mr. Simpson discussed the pictures he has sorted for the Anniversary Commemorative Festival and asked the file to be shared with the council. Council can pick the top 200 to be published.

Puckette – none

Garrett- none

Boyce- none

Allen –Ask if we can look at the properties in town that look bad, there could be possible grants to use for improvements.

STANDING COMMITTEE REPORTS:

Finance and Planning/ARPA- none.

Physical Development-none

STAFF REPORTS:

Mrs. Ray, Treasurer - presented the Town of Appomattox Financial Status report for August 2024. Upfront expenses such as Insurance and Donation request have been paid out. Copy is on file.

Mrs. Rothgeb, Interim Director of Facilities- Provided a report for review. Reports are on file.

Rob Fowler, Interim Town Manager/ Zoning-Mr. Fowler stated that bids are being received for the Depot landscaping. Updates were provided for the Old Courthouse Rd lighting with the landscaping due to be completed this Fall.

ADJOURNMENT:

On a motion by Mr. Simpson, seconded by Mrs. Puckette, the Council voted to adjourn at 7:39 pm. All council members present voting aye. Motion carried 6-0.

Cindy Miller
Deputy Town Clerk

Richard C. Conner
Mayor

1 | **Appomattox Town Council**
Regular Council Meeting
September 9, 2024,

The Appomattox Town Council held a Regular Council meeting on Monday, September 9, 2024, at 6:30 p.m. at the Appomattox Municipal Building, 210 Linden Street, Appomattox, Virginia with Mayor Conner, presiding.

Members present: Jane T. Allen, James J. Boyce, Sr., Claudia G. Puckette, Mary Lou G. Spiggle, Timothy W. Garrett, Nathan A. Simpson

Others: Carlton Duck, Alive Media; Kim Ray, Treasurer; Rob Fowler, Interim Town Manager, E.W.Allen, and Gloria Krauklis, American Legion Post 104: Charles Conrad; Bryan Baine.

Mayor Conner called the meeting to order at 6:30 p.m.

Reverend Duck led the prayer and Pledge of Allegiance to the Flag of the United States of America.

Mayor Conner welcomed everyone to the meeting.

Scheduled Public Appearances:

Mayor Conner presented the American Legion Post 104 a Proclamation declaring September 16, 2024, American Legion Day.

On a motion by Mr. Boyce and seconded by Mrs. Puckett the Town Council voted to approve the Proclamation declaring September 16, 2024, American Legion Day. All members present voting aye. Motion carried 6-0. A copy of the Proclamation is on file.

Adoption of the Consent Agenda-September 9, 2024

On a motion by Mr. Simpson, seconded by Ms. Spiggle, the Council voted to adopt the consent agenda for August 12, 2024, Regular Meeting, August 22, 2024, Special called Meeting and August 27, 2024, Workshop. All members present voting aye. Motion carried 6-0.

Citizen Comment:

Bryan Baine attended the Town Council meeting and requested an update on the Lee Grant Ave project. Mr. Fowler confirmed that the Smart scale plans were no longer under consideration after our April Town Council meeting. Mr. Fowler commented that Hurt & Profitt is under contract, and they are currently working on the engineering plans for corrections to Lee Grant Ave and will include a portion of Burke St, four hundred feet of work and the corner area.

Closed Session:

On a motion by Mr. Simpson seconded by Ms. Spiggle, Council voted to convene in Closed Session, pursuant to Section 2.2-3711(A)29, for the purpose of discussing or considering the award of a public contract involving the expenditure of public funds, including discussion of the

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September 9, 2024,

terms or scope of such contract, where discussion in an open session would adversely affect the negotiating strategy of the public body.

ROLL CALL VOTE: Allen – yes, Boyce – yes, Garrett – yes, Puckette – yes, Simpson-yes, Spiggle – yes, Motion carried 6-0.

On a motion by Mr. Boyce, seconded by Mrs. Paulette, Council voted to convene in Closed Session, pursuant to Section 2.2-3711(A)3, for the purpose of discussing or consideration of the acquisition of real property for the public purpose, or of the disposition of publicly held real property, where discussion in an open meeting would adversely affect the bargaining position or negotiating strategy of the public body.

ROLL CALL VOTE: Allen – yes, Boyce – yes, Garrett – yes, Puckette – yes, Simpson-yes. Spiggle-yes. Motion carried 6-0.

The meeting was re-opened to the public.

Council Member Garrett made the following motion:

To the best of each member’s knowledge, the only subjects just discussed or considered in the preceding closed meetings were those: (i) lawfully exempted from the FOIA Act’s open-meeting requirements and (ii) properly identified in the motion that convened the closed meetings, pursuant to Virginia Code Section 2.2-3711(A)1.

The motion was seconded by Council Member Spiggle and Council by the following recorded vote adopted the motion:

ROLL CALL VOTE: Allen – yes, Boyce – yes, Garrett – yes, Puckette – yes, Simpson-yes. Spiggle-yes. Motion carried 6-0.

Unfinished Business: None

New Business: None

Council Standing Committee Reports:

Finance & Planning Committee: None

Physical Development Committee: None

ARPA: None

3 | **Appomattox Town Council**
Regular Council Meeting
September 9, 2024,

Town Managers Report:

Mr. Fowler gave the following updates.

- A letter has been drafted to mail out to the majority of the logging companies advising of the proper routes to use for Appomattox. Tori had been actively contacting them prior to the incident on Church St. The Sheriff's office has been asked to step up enforcement for failure to follow the signs and to ask truckers to use the DMV route recommendations to go around the Town limits unless needing to make deliveries. Mr. Garrett suggested adding signs with flashing lights to assist.
- Lee Grant updates should be received soon from Hurt & Proffitt.
- Berkley group has requested a closed session to review applicants for the Town Manager position. Emails will be sent soon with options of dates and times for meeting.
- Council luncheon with staff to be scheduled soon. Updates to follow.

Council Comments:

Simpson-none

Puckett-none

Garrett-none

Boyce-none

Allen-none

Spiggle-none

Adjournment:

On a motion by Mr. Garrett, seconded by Mrs. Allen, the Council voted to adjourn at 8:13 pm. All members present voting aye. Motion carried 6-0.

Cindy Miller
Deputy Town Clerk

Richard C. Conner
Mayor

1 | **Appomattox Town Council**
Workshop Meeting
September 24, 2024

The Appomattox Town Council held a Workshop meeting on Tuesday, September 24, 2024, at 6:30 p.m. at the Appomattox Town Hall, Council Chambers, 210 Linden Street, Appomattox, Virginia with Mayor Conner presiding.

Members present: Jane T. Allen, James J. Boyce, Sr., Timothy W. Garrett, Mary Lou Spiggle, Nathan Simpson, and Claudia G. Puckette

Absent: None

Others present: Carlton Duck; Kim Ray, Town Treasurer; Rob Fowler, Interim Town Manager; and Cindy Miller Deputy Town Clerk.

Mayor Conner called the meeting to order at 6:30 p.m.

DISCUSSION #1:

Resolution to vacate Hunter St

On a motion by Mr. Simpson, seconded by Ms. Puckette, the Council voted to adopt a Resolution of the Appomattox Town Council to vacate Hunter St.

RESOLUTION

WHEREAS, it appears to this Town Council that Secondary Highway Route 1036 (Hunter Street) between Point B and Point C, as shown on the attached sketch entitled “Hunter Street Route 1036 Abandonment, Town of Appomattox”, and shown as “Exhibit A”, serves no public necessity and is no longer necessary as part of the Secondary System of State Highways; and,

WHEREAS, the segment of roadway identified as Point B to Point C on the aforementioned sketch, is 0.04 miles in length; and,

WHEREAS, Jamerson Real Estate, Inc. is an adjoining property owner and has no objections to the vacation of the aforesaid segment of Hunter Street, and,

WHEREAS, the Town Council of Appomattox, Virginia believes that vacation of the aforesaid segment of Hunter Street is in the public interest; and,

WHEREAS, the process for vacation of the aforesaid portion of Hunter Street requires that the Appomattox County Board of Supervisors pass a resolution after a public hearing;

NOW THEREFORE BE IT RESOLVED, that the Town Council of Appomattox, Virginia respectfully requests that the Appomattox County Board of Supervisors take the necessary steps to vacate the segment of Secondary Highway Route 1036 (Hunter Street) between Point B and Point C as shown on the attached sketch.

A certified copy of this resolution shall be forwarded to the Chair of the Appomattox County Board of Supervisors.

The vote was: Aye: 6

 Nay: 0

 Absent: 0

Attest: _____

Clerk, Town Council of Appomattox, Virginia

COUNCIL COMMENTS:

Allen- none.

Garrett- Asked for information pertaining to work needed for Town wells, testing results, expenses that may be incurred. Mr. Fowler will follow-up and give updates.

Boyce-none.

Spiggle-none.

Simpson-Requested update on Firefly services within the Town limits. Nathan requested for staff to call Firefly.

Puckette – Asked for an update on the depot landscaping and during open discussion it was decided to start fresh with all new shrubs. Mr. Fowler stating vendors are working on quotes. Mr. Fowler was asked to follow up with VDOT in reference to maintenance of new landscaping on Old Courthouse rd.

STANDING COMMITTEE REPORTS:

Finance and Planning/ARPA- ARPA balance was provided by the Treasurer and reviewed with staff. A copy of this report is on file.

3 | **Appomattox Town Council**
Workshop Meeting
September 24, 2024

On a motion from Mr. Garrett, and seconded by Mr. Boyce, the Council voted to approve the sidewalk improvements for Lee Grant Ave & Burke Street as provided by Hurt & Profitt, with the 3-foot sidewalks, paving of Burke St and with ADA accommodations. Motion carried 6-0.

Mr. Fowler stated he will start the bidding process for the sidewalk renovation.

Physical Development-Open discuss was brought back up about the town wells.

On a motion by Mr. Garrett, seconded by Mrs. Spiggle it was voted to use \$66,125 of the ARPA funds on the Well Research funding source. Motion passed 6/0.

STAFF REPORTS:

Mrs. Rothgeb, Interim Director of Facilities; provided a written report.

Mrs. Miller gave an update on her training, Minutes beginning digitized and provided Council and staff with the 2025 meeting schedule for Council. Mrs. Miller requested a small committee to meet in order to finish homework from the May retreat to be ready for the October workshop.

Mrs. Ray, Treasurer - presented the Town of Appomattox Financial Status report for September 2024. Mrs. Ray stated that Revenue needs to catch up with expenses.

Rob Fowler, Interim Town Manager/ Zoning-Mr. Fowler stated Hodges information to be given on the Lee Grant project, RGIS landscaping will be completing the Depot project this fall.

Mrs. Puckette stepped out at 7:35

ADJOURNMENT:

On a motion by Mr. Boyce, seconded by Mrs. Allen, the Council voted to adjourn at 7:37 pm. All council members present voting aye. Motion carried 5-0.

Cindy Miller
Deputy Town Clerk

Richard C. Conner
Mayor

1 | **Appomattox Town Council**
Regular Council Meeting
October 15, 2024,

The Appomattox Town Council held a Regular Council meeting on Tuesday, October 15, 2024, at 6:30 p.m. at the Appomattox Municipal Building, 210 Linden Street, Appomattox, Virginia with Mayor Conner, presiding.

Members present: Jane T. Allen, James J. Boyce, Sr., Claudia G. Puckette, Mary Lou G. Spiggle, and Timothy W. Garrett

Members absent: Nathan Simpson

Others: Carlton Duck, Alive Media; Rob Fowler, Interim Town Manager, David Carter, Tori Rothgeb, and the Honorable Sheriff Robert Richardson.

Mayor Conner called the meeting to order at 6:30 p.m.

Reverend Duck led the prayer and Pledge of Allegiance to the Flag of the United States of America.

Mayor Conner welcomed everyone to the meeting.

Scheduled Public Appearances:

The Honorable Sheriff Robert Richardson presented an update from the past two quarters and an update on the canines. He stated both canines are doing an excellent job! The council thanked Sherriff Richardson for the job he is doing.

Citizen Comment: None

Adoption of the Consent Agenda-October 15, 2024

On a motion by Mr. Garrett, seconded by Mr. Boyce, the Council voted to adopt the consent agenda for September 9, 2024, Regular Meeting, September 20, 2024, Special called Meeting, September 24, 2024, Workshop Meeting and October 4, 2024, Special Call Meeting. All members present voting aye. Motion carried 5-0.

Unfinished Business: None

New Business:

Water Treatment Manager Presentation: David Carter presented a Well Operation Cost report, which reviewed Estimated Cost to get Wells functioning to full capacity with repairs. The report provided five phases to consider. The full report is on file.

On a motion by Mr. Garrett, seconded by Ms. Puckette, the Council voted to proceed with phase one and allow \$150,000.00 to be used from the ARPA funds for expenses to bring the emergency wells up to date and running.

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Regular Council Meeting
October 15, 2024,

ROLL CALL VOTE: Allen-yes, Boyce-yes, Garrett-yes, Puckette-yes, Spiggle-yes. Motion carried 5-0.

Ethics Committee- Ms. Spiggle presented the Ethics Committee report and reviewed the Bylaws and Rules of Procedures recommended by the Committee and the Code of Ethics and Conduct with Pledge recommended by the Committee.

The council asked to table the discussion until the Workshop meeting on October 29, 2024, to allow time for Council to review each.

Closed Session:

On a motion by Ms. Puckette seconded by Ms. Spiggle, Council voted to convene in Closed Session, pursuant to Section 2.2-3711(A)6, for the purpose of discussing or considering of the Investment of public funds where competition or bargaining is involved, where, if made public, initially, the financial interest of the governmental unit would be adversely affected, specifically being investment of public funds in a contract with a 3rd party to provide consulting services to the Town of Appomattox.

ROLL CALL VOTE: Allen – yes, Boyce – yes, Garrett – yes, Puckette – yes, Spiggle – yes, Motion carried 5-0.

On a motion by Mr. Boyce, seconded by Mrs. Allen, Council voted to convene in Closed Session, pursuant to Section 2.2-3711(A)6, for the purpose of discussing or considering of the Investment of public funds where competition or bargaining is involved, where, if made public, initially, the financial interest of the governmental unit would be adversely affected, specifically being investment of public funds in a contract with a 3rd party to provide consulting services to the Town of Appomattox.

ROLL CALL VOTE: Allen – yes, Boyce – yes, Garrett – yes, Puckette – yes, Spiggle – yes, Motion carried 5-0.

The meeting was re-opened to the public.

Council Member Spiggle made the following motion:

To the best of each member’s knowledge, the only subjects just discussed or considered in the preceding closed meetings were those: (i) lawfully exempted from the FOIA Act’s open-meeting requirements and (ii) properly identified in the motion that convened the closed meetings, pursuant to Virginia Code Section 2.2-3711(A)1.

The motion was seconded by Council Member Allen and Council by the following recorded vote adopted the motion:

3 | **Appomattox Town Council**
Regular Council Meeting
October 15, 2024,

ROLL CALL VOTE: Allen – yes, Boyce – yes, Garrett – yes, Puckette – yes, Spiggle-yes.
Motion carried 5-0.

Council Standing Committee Reports:
Finance & Planning Committee: None
Physical Development Committee: None
ARPA: None

Town Managers Report:

Mr. Fowler gave the following updates.

- Vacant Commercial properties have been looked at within the Town limits and approximately seven locations have been identified.
- Interviews have been scheduled for Public Works this week.
- The HR consultant has been in to speak to the employees.
- Lee Grant project- Plans are expected to be turned in this week and then the bidding process can begin.
- Church St waterline is scheduled to be completed by late November early December.

Council Comments:

Allen- Railroad Day weekend had some Business Owners complaining that due to vendor displays it was hard to tell they were open for business and vendors were blocking entrance to their locations. The Railroad committee has been informed.

- Jane requested that the town look into sign brackets for the new light post on Old Courthouse Rd. Flags for Christmas, Veteran flags and to honor First Responders..

Boyce- The VML conference provided information on Grant writing training, which can be found online on the VML website.

- Advantages of Data Centers in your area
- Luncheon with Town employees went well- Rob stated the new Employee committee will meet with employees to get feedback and bring recommendations to the board.

Garrett-none

Spiggle-Don Jones has asked that the Christmas banners be put up on main street prior to the Tree Lighting ceremony.

Puckette-none

4 | **Appomattox Town Council**
Regular Council Meeting
October 15, 2024,

Adjournment:

On a motion by Mr. Garrett, seconded by Mrs. Allen, the Council voted to adjourn at 8:05 pm. All members present voting aye. Motion carried 5-0.

Cindy Miller
Deputy Town Clerk

Richard C. Conner
Mayor

1 | **Appomattox Town Council**
Workshop Meeting
October 29, 2024

The Appomattox Town Council held a Workshop meeting on Tuesday, October 29, 2024, at 6:30 p.m. at the Appomattox Town Hall, Council Chambers, 210 Linden Street, Appomattox, Virginia with Mayor Conner presiding.

Members present: Jane T. Allen, James J. Boyce, Sr., Timothy W. Garrett, Mary Lou Spiggle, Nathan Simpson, and Claudia G. Puckette

Absent: None

Others present: Carlton Duck; Kim Ray, Town Treasurer; Rob Fowler, Interim Town Manager; and Cindy Miller Deputy Town Clerk.

Mayor Conner called the meeting to order at 6:30 p.m.

DISCUSSION #1:

Consideration to approve the Ethic Committee's recommendations.

There was a lengthy discussion of the updated Bylaws and Rules of Procedures of the Appomattox Town Council held. Requested changes to the suggestions of the Ethics Council were to change the term for the Vice-Mayor to 2 years and to include that the Town Council will follow the Guidelines of the State of Virginia at it pertains to the Conflict-of-Interest Act.

On a motion by Mrs. Allen and seconded by Mr. Simpson, the Council voted to adopt the Bylaws and Rules of Procedure for the Appomattox Town Council and the Town of Appomattox Code of Ethics and Conduct with Ethics Pledge presented by the Ethic Committee. All members present voting aye. Motion carried 6-0.

DISCUSSION #2:

Discussion of the Procurement Policy

An open discussion of the Procurement Policy fund limits was requested to be increased and updated in the Code.

On a motion by Mr. Boyce and seconded by Mr. Garrett, the Council voted to update Sec-2-446 (b) The provisions of Code of Virginia, title 2.2, ch.43, otherwise know as the Virginia Public Procurement Act, limit for purchases over \$200, 000.00.and with limitations on spending authority of any purchases over \$50,000.00 requiring the approval of the Council of the Town of Appomattox. All members present voting aye. Motion carried 6-0.

DISCUSSION #3:

Consideration approving an employee Christmas bonus.

On a motion by Ms. Spiggle and seconded by Mrs. Puckette, the Council voted on a roll call vote to approve a one-time bonus for each full-time employee of \$500 and each part-time employee of \$250 for Christmas currently employed.

2 | **Appomattox Town Council**
Workshop Meeting
October 29, 2024

ROLL CALL VOTE: Allen- yes, Boyce-yes, Garrett-yes, Puckette-yes, Simpson-yes, Spiggle-yes, Motion carried 6-0.

DISCUSSION #4:

Consideration to absorb processing fees for credit, debit and echeck transactions.

An open discussion of the topic to absorb processing fees for credit, debit and echeck transactions was completed and no decision was made at this time.

On a motion by Mrs. Puckette and seconded by Ms. Spiggle, the Council voted to increase the Nonsufficient Fee for returned checks to \$50.00. All members present voting aye. Motion carried 6-0.

DISCUSSION #5:

Consideration of digitizing Times Virginian News Paper Reels that are currently with the Appomattox Historical Society.

On a motion by Mr. Garrett and seconded by Mrs. Puckette, the Council voted to: (1) request that the Appomattox Historical Society release the reels of the Times Virginian newspapers; (2) authorize the town to digitize the reels using Backstage Library Works; and (3) approve expenditure of up to \$4,500 for the digitization process.

ROLL CALL VOTE: Allen- yes, Boyce-yes, Garrett-yes, Puckette-yes, Simpson-yes, Spiggle-yes, Motion carried 6-0.

STAFF REPORTS:

Mrs. Rothgeb, Interim Director of Facilities; provided a written report.

Rob Fowler, Interim Town Manager/ Zoning-Mr. Fowler gave the following updates.

- Three employees have been hired for Public Works, with two interviews scheduled for the Wastewater treatment plant.
- Final landscaping contract for the Depot has been received.
- The Lee Grant project article will publish in the Times Virginian newspaper this week and the project is not out for bid.

On a motion by Mr. Garrett, seconded by Mrs. Puckette, the Town Council voted to use ARPA funds for the Lee Grant project construction and for the fee for Hurt & Profitt for the project.

ROLL CALL VOTE: Allen- yes, Boyce-yes, Garrett-yes, Puckette-yes, Simpson-yes, Spiggle-yes, Motion carried 6-0.

Mrs. Ray, Treasurer, gave the following updates.

- All funds are currently in the black.

3 | **Appomattox Town Council**
Workshop Meeting
October 29, 2024

- The Trickle Filter Grant has been used up.
- The Federal and State grant inspections for the Church St waterline project will be completed soon.
- Water lead surveys are being mailed out.

On a motion by Mr. Boyce, seconded by Mrs. Puckette, the Council voted to convene in closed session for public purpose, or of the disposition of publicly held real property, where discussion in an open meeting would adversely affect the bargaining position or negotiating strategy of the public body pursuant to Virginia code section 2.2-3711(A)3.

ROLL CALL VOTE: Allen- yes, Boyce-yes, Garrett-yes, Puckette-yes, Simpson-yes, Spiggle-yes, Motion carried 6-0.

On a motion by Mr. Simpson, seconded by Mr. Garrett, the Council voted to convene in Closed Session for the purpose of assignment, appointment, promotion and performance or resignation of specific public officer, appointee, or employee of any public body, specifically being Employee A pursuant to Virginia Code Section 2.2.3711(A)1.

ROLL CALL VOTE: Allen- yes, Boyce-yes, Garrett-yes, Puckette-yes, Simpson-yes, Spiggle-yes, Motion carried 6-0.

The meeting was re-opened to the public.

On a motion by Mrs. Allen, seconded by Ms. Spiggle:

To the best of each member's knowledge, the only subjects just discussed or considered in the preceding closed meeting were those: (i) lawfully exempted from the FOIA Act's open-meeting requirements and (ii) properly identified in the motion that convened the closed meeting, pursuant to Virginia Code Section 2.2-3711(A)1.

ROLL CALL VOTE: Allen- yes, Boyce-yes, Garrett-yes, Puckette-yes, Simpson-yes, Spiggle-yes, Motion carried 6-0.

COUNCIL COMMENTS:

Boyce-Provided a document to be shared on grant writing.

Allen-Would like a Proclamation for Nurse Practitioner's week November 10th-16th, 2024.

Garrett- none

Spiggle- none

Simpson- none

4 | **Appomattox Town Council**
Workshop Meeting
October 29, 2024

Puckette – none

STANDING COMMITTEE REPORTS:

Finance and Planning/ARPA- ARPA funds allocation will be verified to confirm if any is left.

Physical Development- none

ADJOURNMENT:

On a motion by Mr. Garrett, seconded by Mr. Boyce, the Council voted to adjourn at 8:45 pm. All council members present voting aye. Motion carried 6-0.

Cindy Miller
Deputy Town Clerk

Richard C. Conner
Mayor

1 | **Appomattox Town Council**
Regular Council Meeting
November 12, 2024,

The Appomattox Town Council held a Regular Council meeting on Tuesday, November 12, 2024, at 6:30 p.m. at the Appomattox Municipal Building, 210 Linden Street, Appomattox, Virginia with Mayor Conner, presiding.

Members present: Jane T. Allen, James J. Boyce, Sr., Mary Lou G. Spiggle, Nathan Simpson and Timothy W. Garrett

Members absent: Claudia G. Puckette

Others: Carlton Duck, Alive Media; Rob Fowler, Interim Town Manager, Chris Hodges, Addie Marks, Jessica Pack and Lynn Adam.

Mayor Conner called the meeting to order at 6:30 p.m.

Reverend Duck led the prayer and Pledge of Allegiance to the Flag of the United States of America.

Mayor Conner welcomed everyone to the meeting.

Scheduled Public Appearances:

Mayor Conner read the following proclamation recognizing November 10-16, 2024, as Nurse Practitioner Week.

Nurse Practitioner Week

WHEREAS, nurse practitioners (NPs) are advanced practice registered nurses who have master's and often doctorate degrees, as well as extensive clinical training in the diagnosis and management of common and complex medical conditions; and

WHEREAS, NPs provide high-quality primary, acute and specialty care services while focusing on health promotion, disease prevention, health education and counseling, as well as guiding patients to make smarter health and lifestyle choices every day; and

WHEREAS, NPs work to expand access to care in underserved communities and reduce health care disparities; and

WHEREAS, there are more than 355,000 licensed nurse practitioners in the United States, and more than 15,000 licensed NPs in Virginia; and

WHEREAS, the confidence that patients have in NP-delivered health care is evidenced by the more than one billion visits made annually to nurse practitioners across the country.

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November 12, 2024,

WHEREAS, more than five decades of research demonstrates the high quality of care provided by NPs; and

NOW, THEREFORE, I, Richard Conner as Mayor of the Town of Appomattox, do hereby recognize November 10-16, 2024, as **NURSE PRACTITIONER WEEK** and I call this observance to the attention of all our citizens.

Richard C. Conner, Mayor, Town of Appomattox

Citizen Comment: None

Adoption of the Consent Agenda-November 12, 2024

On a motion by Ms. Spiggle, seconded by Mr. Garrett, the Council voted to adopt the consent agenda for October 15, 2024, Regular Meeting and October 29, 2024, Workshop Meeting. All members present voting aye. Motion carried 5-0.

Unfinished Business: None

New Business:

Resolution for the abandonment of FR-1018

On a motion by Mr. Simpson, seconded by Mr. Garrett, the Council voted to adopt a Resolution of the Appomattox Town Council for the abandonment of FR-1018.

RESOLUTION

WHEREAS, it appears to this Town Council that Frontage Road FR-1018 (“FR-1018”), being 0.04 mile in length from its intersection with Oakleigh Avenue in the Town of Appomattox, as more particularly depicted on the attached aerial photograph and diagram provided by the Virginia Department of Transportation, serves no public necessity and is no longer necessary as a part of the system of state roadways; and

WHEREAS, the only property owner with real property adjoining FR-1018 is Jamerson Real Estate, Inc.; and,

WHEREAS, Jamerson Real Estate, Inc. has requested the abandonment of FR-1018; and,

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Regular Council Meeting
November 12, 2024,

WHEREAS, the Virginia Department of Transportation has requested that this Town Council forward its support of such abandonment to the Appomattox Residency Administrator Robert Brown; and

WHEREAS, the Town Council believes that the abandonment of FR-1018 is in the public interest; pursuant to §33.2-909 Code of Virginia.

NOW, THEREFORE, BE IT RESOLVED: the Town Council supports the abandonment of FR-1018, being 0.04 mile in length from its intersection with Oakleigh Avenue in the Town of Appomattox, as more particularly depicted on the attached aerial photograph and diagram provided by the Virginia Department of Transportation, and respectfully requests that the Virginia Department of Transportation take such steps as it deems necessary to abandon FR-1018.

A certified copy of this resolution shall be forwarded to Robert Brown, Appomattox Residency Administrator, Virginia Department of Transportation, 331 Ferguson Street, Appomattox, Virginia, 24522.

The vote was: Aye: 5
Nay: 0
Absent: 1

Testee: _____

Town Manager's Report:

Rob Fowler, Interim Town Manager, gave a verbal report.

The Lee Grant Project is currently under BID with meetings set up for November 20th as a pre-bid meeting, December 11th as a bid meeting and December 18, 2024 for the report. The council requested that an update be provided to citizens adjacent to the project area.

Council Standing Committee Reports

Appomattox Centennial Commission committee members provided an update from the meeting held on November 7, 2024. Committee minutes are on file.

Council Comments

Ms. Spiggle- Please be in prayer for Mrs. Hinkle who is in the hospital after a fall from a horse.

Mr. Simpson- stated that the remaining reels containing the minutes for the Town of Appomattox are being submitted for digitizing. I have been able to convert some of the pdf images into plain text which allows it to be searchable.

Mr. Garrett- none

Mr. Boyce- none

4 | **Appomattox Town Council**
Regular Council Meeting
November 12, 2024,

Mrs. Allen-none

Closed Session:

On a motion by Mr. Boyce, seconded by Ms. Spiggle, the Council voted to convene in Closed Session, pursuant to Virginia Code Section 2.2-3711(A)1, for the purpose of discussing prospective candidates for employment, specifically being vacancy A.

ROLL CALL VOTE: Allen – yes, Boyce – yes, Garrett – yes, Puckette – yes, Spiggle – yes, Motion carried 5-0.

The meeting was re-opened to the public.

Council Member Boyce made the following motion:

To the best of each member’s knowledge, the only subjects just discussed or considered in the preceding closed meetings were those: (i) lawfully exempted from the FOIA Act’s open-meeting requirements and (ii) properly identified in the motion that convened the closed meetings, pursuant to Virginia Code Section 2.2-3711(A)1.

The motion was seconded by Council Member Allen and Council by the following recorded vote adopted the motion:

ROLL CALL VOTE: Allen – yes, Boyce – yes, Garrett – yes, Simpson – yes, Spiggle-yes. Motion carried 5-0.

Adjournment:

On a motion by Mr. Garrett, seconded by Mrs. Allen, the Council voted to adjourn at 7:30 pm. All members present voting aye. Motion carried 5-0.

Cindy Miller
Deputy Town Clerk

Richard C. Conner
Mayor

1 | **Appomattox Town Council**
Regular Council Meeting
December 9, 2024,

The Appomattox Town Council held a Regular Council meeting on Tuesday, December 9, 2024, at 6:30 p.m. at the Appomattox Municipal Building, 210 Linden Street, Appomattox, Virginia with Mayor Conner, presiding.

Members present: Jane T. Allen, James J. Boyce, Sr., Mary Lou G. Spiggle, Nathan Simpson, Claudia Puckette, and Timothy W. Garrett

Members absent: None.

Others: Carlton Duck, Alive Media; Rob Fowler, Interim Town Manager, Cindy Miller, Deputy Town Clerk, Sheriff Robert Richardson, and McKinley Cardwell.

Mayor Conner called the meeting to order at 6:30 p.m.

Reverend Duck led the prayer and Pledge of Allegiance to the Flag of the United States of America.

Mayor Conner welcomed everyone to the meeting.

Scheduled Public Appearances:

Honorable Sheriff Robert Richardson presented the Town Council with his quarterly update. The Sheriff agreed that no parking sign on Church St should remain since they have helped with congestion. The Sheriff requested that an updated MOU be presented to the Sheriff's Department.

Public Hearing:

PUBLIC NOTICE – TOWN OF APPOMATTOX

PLEASE TAKE NOTICE that at its meeting to be held on December 09, 2024, at 6:30 p.m. in the Town Council Meeting Room, Appomattox Town Office, 210 Linden Street, Appomattox, Virginia, the Appomattox Town Council will hold a public hearing regarding an ordinance to impose a fee of \$50.00 for passing bad checks to the town in accordance with Va. Code Ann. § 15.2-106, and thereafter will consider such ordinance for passage. The entire text of the proposed ordinance is on file in the Town Office, 210 Linden Street, Appomattox, Virginia, and can be examined there between the hours of 8:30 a.m. and 4:30 p.m. Monday through Friday. The public is invited to attend and make their views known.

2 | **Appomattox Town Council**
Regular Council Meeting
December 9, 2024,

Mayor Conner closed the public hearings.

Citizen Comment: McKinley Cardwell spoke to Council in preparation of taking his seat on council and his appreciation of Council's help during his election.

Adoption of the Consent Agenda-December 9, 2024

On a motion by Mr. Garrett, seconded by Mrs. Allen, the Council voted to adopt the consent agenda for November 12, 2024, Regular Council meeting, Special Called meeting November 20, 2024, and November 26, 2024, Workshop meeting. All members present voting aye. Motion carried 6-0.

Unfinished Business: none

New Business:

On a motion by Ms. Spiggle, seconded by Mrs. Allen, the Council voted to adopt an Ordinance to Amend Sec. 2-295. Fee for passing bad checks to the town.

AN ORDINANCE TO AMEND the Code of the Town of Appomattox, Part II, entitled Code of Ordinances, Chapter 2, entitled Administration, Article III, entitled Officers and Employees, Division 6, entitled Town Treasurer, to add a new section imposing a fee for passing bad checks to the town.

Be it ordained by the Council of the Town of Appomattox as follows:

Section 1. Part II, Chapter 2, Article III, Division 6 of the Code of the Town of Appomattox is hereby amended to add a new section following Sec. 2-294, to be known as Sec. 2-295 as follows:

Sec. 2-295. Fee for passing bad checks to the town.

There is hereby established a fee of fifty dollars (\$50.00) for the writing, uttering, publishing, or passing to the town of any check or draft for payment of taxes or any other sums due the town, which check or draft is subsequently returned for insufficient funds or because there is no account or the account has been closed. This fee shall be imposed on the person on whose account such check or draft was delivered to the town.

(Ord. of December 09, 2024)

State Law reference—Fee for passing bad checks to localities, Code of Virginia, § 15.2-106.

3 | **Appomattox Town Council**
Regular Council Meeting
December 9, 2024,

Section 2. This ordinance shall become effective immediately upon passage.

All members present voted aye. Motion carried 6-0.

Council Standing Committee Reports

Finance Committee- none.

American Rescue Plan Act (ARPA): Bids for the Lee Grant Sidewalk project will be received and discuss at a Special called meeting on December 17, 2024.

Town Manager's Report:

Rob Fowler, Interim Town Manager, gave a verbal report.

- The school's transportation department has been notified of the upcoming Lee Grant project and will be invited to come to an upcoming meeting to review plans. Project may wait and take plan while school is out for the summer.
- HR consultant is working with compress to develop updated pay band and job descriptions. Information should be received in January to determine next steps.
- Camera systems are currently estimated to cost \$49000.00. We will need to review the estimates to see if this includes professional setup and cabling.
- Verbal ok received from the Council to buy new TVs with wall mounts for Council Chambers.
- ADA minimum improvement needs to be an ADA bathroom. Rob stated he will consult with contractors for estimates.
- The pothole at History Junction Plaza has been determined to be the responsibility of the Super 8 Hotel.

Council Comments

Mrs. Allen- none

Mr. Boyce- Waste-Co's trash trucks are leaking hydraulic fluid on the roads.

Mr. Garrett- none

Mr. Simpson-

- Provided an update on the efforts of the Appomattox Centennial Commission committee.
- Requested Mr. Garrett assist him with contacts to make a Centennial bell for the Town of Appomattox
- Asked for the Physical Development committee to assist with completing the project with the installation of Camera's for the Town of Appomattox facilities.

4 | **Appomattox Town Council**
Regular Council Meeting
December 9, 2024,

- Gave an update on issues with providing high speed internet to the citizens of the Town of Appomattox
- Ask the Council to remember why you are here. Remember this is a job we chose to do.

7:37 p.m. Mrs. Puckette stepped out.

Mrs. Spiggle- She wishes everyone a very Merry Christmas!

Mrs. Puckette- Discuss an experience with a loose dog on Ferguson St. Mrs. Puckette asked that the Town of Appomattox investigate adding an Ordinance for a Leash Law.

Adjournment:

On a motion by Mrs. Puckette, seconded by Mr. Garrett, the Council voted to adjourn at 7:57 pm. All members present voting aye. Motion carried 6-0.

Cindy Miller
Deputy Town Clerk

Richard C. Conner
Mayor

1 | **Appomattox Town Council**
Workshop Meeting
November 26, 2024

The Appomattox Town Council held a Workshop meeting on Tuesday, November 26, 2024, at 6:30 p.m. at the Appomattox Town Hall, Council Chambers, 210 Linden Street, Appomattox, Virginia with Mayor Conner presiding.

Members present: Jane T. Allen, James J. Boyce, Sr., Timothy W. Garrett, Mary Lou Spiggle, Nathan Simpson, and Claudia G. Puckette

Absent: None

Others present: Carlton Duck; Alive Media, Kim Ray, Town Treasurer; Rob Fowler, Interim Town Manager; Cindy Miller Deputy Town Clerk, McKinley Cardwell, Michael Campbell, Don Marr, and Charles Conrad.

Mayor Conner called the meeting to order at 6:30 p.m.

DISCUSSION #1:

Discussion/Consideration to approve the Town Manager employment contract.

On a motion by Ms. Spiggle and seconded by Mrs. Allen, the Council voted to amend the contract with a start date of January 27, 2025. All members present voting aye. Motion carried 6-0.

On a motion by Ms. Spiggle and seconded by Mr. Simpson, the Council voted to accept the amended Town Manager contract for Michael Campbell with a start date of January 27, 2025. All members present voted aye. Motion carried 6-0.

DISCUSSION #2:

Discussion/ Consideration to re-appoint Jacob Ranson to the Board of Zoning Appeals

On a motion by Ms. Spiggle and seconded by Mr. Simpson, the Council voted to re-appoint Jacob Ranson to the Board of Zoning Appeals for a term ending December 31, 2028. All members present voting aye. Motion carried 6-0.

DISCUSSION #3:

Discussion of Human Resource Consultation Report presented by Don Marr, HR Factor

Don Marr presented his HR Assessment of the Town of Appomattox, and he discussed his recommendations.

COUNCIL STANDING COMMITTEE REPORTS:

Finance and Planning/ARPA- ARPA funds to be allocated once the BIDs for the Lee Grant and Burke St projects are selected.

Physical Development- none

STAFF REPORTS:

Rob Fowler, Interim Town Manager/ Zoning-Mr. Fowler gave the following updates.

- Discussed with Council to leave no parking signs on Church St between Atwood St and Highland Ave placed during the Church St water line project. Discussed they have helped with the previous congestion issues. The Council requested staff to discuss keeping the no parking signs with VDOT and the Sheriffs Office.
- Rob stated he has distributed door hangers with updates to the residents for the Lee Grant St/ Burke St project. Will plan to invite neighbors to review plans once they are available.
- Timothy Garrett presented an estimate to have work done to the Train Depot.

On a motion by Mr. Simpson and seconded by Mrs. Puckette, the Council voted to allow up to \$15000.00 to paint and abate lead for improvement to the train depot interior.

ROLL CALL VOTE: Allen- yes, Garrett-yes, Puckette-yes, Boyce-yes, Simpson-yes, Spiggle-yes, Motion carried 6-0.

Kim to confirm funds are available for this renovation.

Mrs. Ray, Treasurer, gave the following updates.

- A financial status report was provided.
- ARPA Deadline is December 11, 2024, waiting on BIDs.
- Budget Amendment information will be presented at our January 13, 2025, Town Council meeting.

COUNCIL COMMENTS:

Simpson- none

Spiggle- Landscaping looks nice. Ms. Spiggle Thank the staff for all their hard work. Reminder that on Sunday December 1, 2024, there is the annual tree lighting and parade.

Boyce-none

Allen-none

3 | **Appomattox Town Council**
Workshop Meeting
November 26, 2024

Puckette-none

Garrett- none

ADJOURNMENT:

On a motion by Ms. Spiggle, seconded by Mrs. Puckette, the Council voted to adjourn at 7:26 pm. All council members present voting aye. Motion carried 6-0.

Cindy Miller
Deputy Town Clerk

Richard C. Conner
Mayor

1 | **Appomattox Town Council**
Regular Council Meeting
January 13, 2025

The Appomattox Town Council held a Regular Council meeting on Monday, January 13, 2025, at 6:30 p.m. at the Appomattox Municipal Building, 210 Linden Street, Appomattox, Virginia with Mayor Conner, presiding.

Members present: Jane T. Allen, James J. Boyce, Sr., Mary Lou G. Spiggle, Nathan Simpson, McKinley Cardwell, and Timothy W. Garrett

Members absent: None.

Others: Carlton Duck, Alive Media; Rob Fowler, Interim Town Manager, Cindy Miller, Deputy Town Clerk, Michael Campbell, Kaylee Simpson, Michelle Romanac, Kaitlyn Cardwell, Jon Marken and Sherri Marken

Mayor Conner called the meeting to order at 6:30 p.m.

Reverend Duck led the prayer and Pledge of Allegiance to the Flag of the United States of America.

Mayor Conner welcomed everyone to the meeting and McKinley Cardwell as our new Councilperson. Mayor Conner welcomed Michael Campbell our soon to be Town Manager and thanked him for coming to our meeting tonight.

Citizen Comment: None

Adoption of the Consent Agenda-January 13, 2025

On a motion by Mr. Garrett, seconded by Mr. Cardwell, the Council voted to adopt the consent agenda December 9, 2024, Regular Council meeting, and December 17, 2024, Special Call Council meeting. All members present voting aye. Motion carried 6-0.

Unfinished Business: Mr. Simpson stated that an additional eighteen reels were received from the Appomattox Historical Society with an additional cost of \$1602.00 needed to complete the digitizing project.

On a Motion by Mr. Simpson, seconded by Mr. Garrett, the Council voted to approve an additional cost of \$1602.00 to digitize eighteen reels of the Times Virginian.

ROLL CALL VOTE: Allen-yes, Boyce-yes, Garrett-yes, Cardwell-yes, Spiggle-yes, Simpson-yes. Motion carried 6-0.

New Business:

Mayor Conner selected the following Council for the following committees:

Finance and Planning Committee- Boyce, Sr. (Chairperson), Spiggle and Simpson

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Regular Council Meeting
January 13, 2025

Physical Development Committee-Garrett (Chairperson), Allen and Cardwell

Ms. Spiggle nominated Mr. Garrett as Vice-Mayor of the Town Council.
Mr. Boyce, Sr. nominated Mrs. Spiggle as Vice-Mayor of the Town Council.
On a motion to close the nomination by Mr. Boyce, seconded by Mr. Cardwell,
Mayor Conner called for the vote.

ROLL CALL VOTE:

Allen- Garrett
Boyce- Spiggle
Cardwell- Garrett
Garrett- Abstained
Simpson- Garrett
Spiggle Garrett

Motion for Mr. Garrett to be Vice-Mayor through his term of December 31, 2026. Motion carried 5-1.

On a motion by Mr. Garrett, seconded by Mrs. Allen, the Council voted to adopt the 2025 Town Council meeting schedule. All members present voting aye. Motion carried 6-0.

Ms. Spiggle nominated Mr. Garrett, the Town of Appomattox Economic Development Authority with a term expiring December 31, 2026. With no other nominations, Mr. Simpson made a motion to close the nomination, seconded by Mrs. Allen. Mayor Conner called for a vote to nominate Mr. Garrett for the Economic Development Authority. All members present voting aye. Motion carried 6/0.

Mr. Cardwell nominated Mr. Boyce, Sr., to be reappointed to the Town of Appomattox Planning Commission with a term expiring December 31, 2028. All members present voting aye. Motion carried 6-0.

On a motion by Mr. Garrett, seconded by Mrs. Allen, the Council voted to approve the Bylaws and Rules of Procedures for the Town of Appomattox. All members present voting aye. Motion carried 6-0.

On a motion by Mr. Cardwell, seconded by Mr. Simpson, the Council voted to approve the Code of Ethics and Conduct for the Town of Appomattox. All members voted aye. Motion carried 6-0.

On a motion by Mr. Garrett, seconded by Mrs. Allen, the Council voted to approve Ethics Pledge. All members present voted aye. Motion carried 6-0.

On a motion by Mr. Boyce, seconded by Mr. Cardwell, the Council voted to accept the FY25 write-off request due to the statute of limitations for collection-Unpaid 2019 Personal Property Taxes = \$3,538.61 (2,278.45 Principal + 1,260.16 Penalty/Interest) and unpaid 2021 Utility = \$2625.87 (2606.21 Water/Sewer + \$19.66 Penalty. All members voted aye. Motion carried 6-0.

Town Manager's Report:

3 | **Appomattox Town Council**
Regular Council Meeting
January 13, 2025

Rob Fowler, Interim Town Manager, gave a verbal report.

Mr. Fowler wanted to give a shout out to staff for their extra efforts during the severe weather. Public works did a great job getting everything cleared. Only one complaint about snow placement and once it was brought to their attention it was corrected quickly. Ms. Spiggle was very appreciative of their efforts and correcting the issue quickly.

Council Standing Committee Reports

Finance Committee- none.

Physical Development Committee- Mr. Garrett advised the Council that the Depot interior painting is currently 75% completed and the power has been turned on.

American Rescue Plan Act (ARPA): - Simpson requested for this committee to be disbanded and to allow the Mayor to sign off on any additional decisions since all funds are now allocated.

On a motion by Mr. Simpson, seconded by Ms. Spiggle, the Council voted to disband the ARPA committee with any additional decisions to be allowed by the Mayor, due to the ARPA funds being allocated. All members present voting aye. Motion carried 6-0.

Council Comments

Mrs. Allen- I am excited to hear about the building and the leash law. I am excited about the ARPA funds that we have spent and look forward to the New Year and a lot of the funds they provided.

Mr. Boyce- I am looking forward to a new year and new. We will resolve to get them fixed and get things done.

Mr. Cardwell- I want to thank the community for trusting in me. I have information I plan to share from my VML training. I am happy to be able to work as one Council. I will support the new Town Manager. Thank you everyone.

Mr. Garrett- none.

Mr. Simpson- Asked if the blueprints for Lee Grant are now available for viewing. Mr. Fowler stated they have arrived and anyone who wishes to view them can come to the Town Office. Mr. Simpson would like Council to receive an email when a Boil Water Advisory is issued. Mr. Simpson asked if the Organization chart is being reviewed.

Ms. Spiggle- Welcomed McKinley Cardwell as a new Councilperson and wishes him a Happy Birthday.

4 | **Appomattox Town Council**
Regular Council Meeting
January 13, 2025

Adjournment:

On a motion by Mr. Garrett, seconded by Mr. Simpson, the Council voted to adjourn at 7:30 pm. All members present voting aye. Motion carried 6-0.

Cindy Miller
Deputy Town Clerk

Richard C. Conner
Mayor

1 | **Appomattox Town Council
Workshop Meeting
January 28, 2025**

The Appomattox Town Council held a Workshop meeting on Tuesday, January 28, 2025, at 6:30 p.m. at the Appomattox Town Hall, Council Chambers, 210 Linden Street, Appomattox, Virginia with Mayor Conner presiding.

Members present: Jane T. Allen, James J. Boyce, Sr., Timothy W. Garrett, Mary Lou Spiggle, and McKinley Cardwell

Absent: Nathan Simpson.

Others present: Carlton Duck; Alive Media, Michael Campbell, Town Manager, Rob Fowler, Director of Community Development & Planning; Cindy Miller Deputy Town Clerk, Kim Ray, Treasurer, Kia Scott, Deputy Commonwealth's Attorney, Willis Voisine, Appomattox Animal Control Officer, Boy Scout Troup 1709, and Ben Records.

Vice Mayor Garrett called the meeting to order at 6:30 p.m.

DISCUSSION #1:

Consideration to adopt a Leash Law for the Town of Appomattox- Guest Speaker Willis Voisine Animal Control Officer.

An open discussion was held on the pros and cons of having a leash law in the Town of Appomattox. The council stated they did not want to overwhelm the County staff but wanted to know if a leash law would help Animal Control. Currently the Town of Appomattox has a Code to cover Dangerous animals Sec 6-3 and Keeping Dogs Sec.6-4.

DISCUSSION #2:

Consideration to adopt a Property Maintenance Code- Guest Speaker Jeff Brown with Virginia Department of Housing and Community Development.

An open discussion was held with Jeff Brown on the processes involved with having a maintenance code. Power point and hand out were provided and are on file. A sample Ordinance was provided.

Conner stepped in at 7:04 pm and presented the remainder of the agenda.

DISCUSSION #3:

Mr. Garrett presented a proposal by alive Media to conduct five programs including professional interviews of the Town Manager, Recent Renovations, Fire, EMS and Sherriff departments, Infrastructure Upgrades, and the Renovations of the Depot.

On a motion by Mr. Garrett and seconded by Ms. Spiggle, the Council voted to allow Alive Media to produce five series of programs at the cost of \$3,500.

2 | **Appomattox Town Council**
Workshop Meeting
January 28, 2025

ROLL CALL VOTE: Allen- yes, Garrett-yes, Boyce-yes, Cardwell-yes, Spiggle-yes, Motion carried 5-0.

COUNCIL STANDING COMMITTEE REPORTS:

Finance and Planning-none

Physical Development-Mr. Garrett stated the primary paint job of the depot is complete and was under budget.

STAFF REPORTS:

Mrs. Ray, Treasurer, gave the following updates.

- A financial status report was provided and reviewed.
- A Budget meeting schedule has been included in your packet.
- W2s, 1099 and Grant statements have been sent out.
- Budget Amendment information will be presented soon.

Michael Campbell, Town Manager

- Financial status was reviewed.
- We will be able to keep budget amendments to a minimum.
- I have been meeting with staff and making progress.

Rob Fowler-Zoning

Mr. Fowler referred to the Public Works report and stated if you have any questions, please let Michael know.

COUNCIL COMMENTS:

Allen- none

Boyce-none

Cardwell- Recommended he would like staff to look at having a Cyber Security policy, if needed.

Garrett- none

Spiggle-none

3 | **Appomattox Town Council**
Workshop Meeting
January 28, 2025

ADJOURNMENT:

On a motion by Mr. Garrett, seconded by Ms. Spiggle, the Council voted to adjourn at 7:40 pm. All council members present voting aye. Motion carried 5-0.

Cindy Miller
Deputy Town Clerk

Richard C. Conner
Mayor

1 | **Appomattox Town Council**
Regular Council Meeting
February 10, 2025

The Appomattox Town Council held a Regular Council meeting on Monday, February 10, 2025, at 6:30 p.m. at the Appomattox Municipal Building, 210 Linden Street, Appomattox, Virginia with Mayor Conner, presiding.

Members present: Jane T. Allen, James J. Boyce, Sr., Mary Lou G. Spiggle, Nathan Simpson, McKinley Cardwell, and Timothy W. Garrett

Members absent: None.

Others: Carlton Duck, Alive Media, Cindy Miller, Deputy Town Clerk, Michael Campbell, Town Manager, Connie Amole, Sara Conner, Appomattox Middle and High school FFA students, parents, Elizabeth Duncan and Ed McCann.

Mayor Conner called the meeting to order at 6:30 p.m.

Reverend Duck led the prayer and Pledge of Allegiance to the Flag of the United States of America.

Mayor Conner welcomed everyone to the meeting and welcomed the Appomattox Middle and High School FFA Chapter to the Town Council Meeting.

Schedule for Public Appearance

Mayor Conner read the following proclamation honoring the 2024-2025 FFA Chapter:

A PROCLAMATION HONORING
THE APPOMATTOX COUNTY HIGH and MIDDLE SCHOOL
2024-2025 FFA CHAPTER

Whereas, FFA and agricultural education provide a solid foundation for the youth of America and the future of food, fiber, and natural resources systems; and

Whereas, FFA promotes premier leadership, personal growth, and career success among its members; and

Whereas, agricultural education and FFA ensure a steady supply of young professionals to meet the growing needs in the science, business, and technology of agriculture; and

Whereas, the FFA motto — “Learning to Do, Doing to Learn, Earning to Live, Living to Serve” — gives direction and purpose to these students who take an active role in succeeding in agricultural education; and

Whereas, FFA promotes citizenship, volunteerism, patriotism, and cooperation.

2 | **Appomattox Town Council**
Regular Council Meeting
February 10, 2025

Whereas, Appomattox County High School and Appomattox Middle School have agricultural education programs with 100% membership in the National FFA Organization.

Therefore, the Appomattox Town Council hereby designates the week of Feb. 15-22, 2025, as National FFA Week.

Richard C. Conner, Mayor, Town of Appomattox

Citizen Comment: None

Adoption of the Consent Agenda:

On a motion by Mr. Boyce, seconded by Mr. Cardwell, the Council voted to adopt the consent agenda January 13, 2025, Regular Council meeting, and January 28, 2025, Workshop meeting. All members present voting aye. Motion carried 6-0.

Unfinished Business:

On a motion by Ms Spiggle, seconded by Mrs. Allen, the Council voted to nominate Mr. Boyce to the Town of Appomattox Economic Development Authority and to replace Timothy Garrett who had withdrawn due to time restraints. All members present voting aye. Motion carried 6-0.

New Business:

Mr. Simpson asked that Mr. Fowler be recognized for his service as Interim Town Manager. It was stated that Mr. Fowler will remain in the position for One more month.

Council Standing Committee Reports

Finance Committee- none.

Physical Development Committee- The painting at the Depot is almost complete.

Town Manager's Report:

Michael Campbell provided the Town Manager report.

- * The EDA meeting has been cancelled due to the upcoming weather.
- * Confederate Blvd sewer line has some issues that need to be addressed. A presentation will be provided at the Workshop meeting on February 25, 2025.
- * The Church St waterline asphalt will need to be milled and repaved in the spring. The job did not meet quality control standards per the contract.
- * A form has been created for agenda items and each form will be reviewed by the Town Manager prior to being added to the agenda.

3 | **Appomattox Town Council**
Regular Council Meeting
February 10, 2025

Council Comments

Mrs. Allen-none.

Mr. Boyce-Requested that an agenda item for the next meeting be the MOU for the Appomattox Sherriff's Department. Budget amendments can be requested and financial discussions should be a closed session.

Mr. Cardwell-Presented a letter requesting to discuss participating in a Mayor for a Day Essay contest. Further discussion will be held at our February Workshop meeting.

Mr. Garrett- none.

Mr. Simpson- Items ordered such as security cameras and computers are in transit or received. Discussion is being made with Mid Atlantic Broadband about possible Fiber optic services to work with the AI computers being purchased. It was discovered that a home on Church St ground wire was affected during the Church St waterline project.

Ms. Spiggle- Asked that everyone stay safe with the upcoming weather.

On a motion by Mr. Garrett, seconded by Mr. Simpson, Council voted for the staff to contact residence to make sure that their homes are properly grounded. All members present voting aye. Motion carried 6-0.

Adjournment:

On a motion by Mr. Garrett, seconded by Mr. Simpson, the Council voted to adjourn at 7:36 pm. All members present voting aye. Motion carried 6-0.

Cindy Miller
Deputy Town Clerk

Richard C. Conner
Mayor

1 | **Appomattox Town Council**
Workshop Meeting
February 25, 2025

The Appomattox Town Council held a Workshop meeting on Tuesday, February 25, 2025, at 6:30 p.m. at the Appomattox Town Hall, Council Chambers, 210 Linden Street, Appomattox, Virginia with Mayor Conner presiding.

Members present: Jane T. Allen, James J. Boyce, Sr., Timothy W. Garrett, Mary Lou Spiggle, Nathan Simpson, and McKinley Cardwell

Absent: none

Others present: Carlton Duck; Alive Media, Rob Fowler, Director of Community Development & Planning; Cindy Miller Deputy Town Clerk, Tori Rothgeb, Interim Director of Facilities and David Carter, Interim Director of Utilities.

Mayor Conner called the meeting to order at 6:30 p.m.

DISCUSSION #1: Presentation of the Confederate Blvd Sewer Line

Mrs. Rothgeb and Mr. Carter presented a PowerPoint presentation reviewing the Confederate Blvd Sanitary Sewer Replacement Project. A proposal to conduct Pipe Bursting was reviewed with an estimated cost. CHA has been contracted to assist the Town and will prepare a matrix-style outline of potential funding options, program requirements and schedules.

DISCUSSION #2: Mayor for a Day Essay Contest

Mr. Cardwell presented the essay contest flyer on behalf of the Town Manager titled "If I Were Mayor." This contest is for a local competition and provides information to participate in the essay contest with VML. with a due date of March 17, 2025. The consensus agreed to distribute this information to local schools immediately for participation with the staff and Mr. Cardwell to judge the essays. Mr. Cardwell reviewed the "Mayor for a Day" Program outline and Mr. Simpson asked to table this topic until our next meeting.

DISCUSSION #3: Consideration to schedule a Council Retreat

On a motion by Mr. Simpson, seconded by Ms. Spiggle, the Council voted to schedule a Council Retreat for Friday April 18, 2025, from 9 am to 1 pm at the Appomattox Inn & Suites with the Babcock House to cater. All council members present voting aye. Motion carried 6-0.

STAFF REPORTS:

Treasurer's Report: Mrs. Ray provided the Treasurer's report for review. The council requested copies of the budget timeline to be included in the next packet.

2 | **Appomattox Town Council**
Workshop Meeting
February 25, 2025

Town Manager's Report: Mr. Fowler stated that no report was provided at this time, but Mr. Campbell did request for the Retreat to be scheduled.

Public Works Report: Mrs. Rothgeb provided Meeting Notes with updates for Council to review.

Town of Appomattox Centennial Commission Committee: Mr. Simpson reviewed the items discussed during the Centennial Commission Committee meeting. Mr. Simpson stated an event is being considered for June 7, 2025, and the Depot display will be set up for the Railroad festival. More planning will be done at a meeting on March 10, 2025, at 5 pm. Mr. Simpson stated he will present a budget and updates on March 10, 2025.

COUNCIL STANDING COMMITTEE REPORTS:

Physical Development-none

Finance & Planning-none

COUNCIL COMMENTS:

Allen- none

Boyce-none

Cardwell-none

Garrett- I would like to remind Town Council to be aware of how you may be presenting yourself to the public during your recorded meetings.

Simpson-Public works has the new camera equipment. Mr. Simpson stated he will need an electrical load check before installation begins.

Spiggle-none

ADJOURNMENT:

On a motion by Mr. Garrett, seconded by Mr. Simpson, the Council voted to adjourn at 7:34 pm. All council members present voting aye. Motion carried 6-0.

Cindy Miller
Deputy Town Clerk

Richard C. Conner
Mayor

1 | **Appomattox Town Council**
Regular Council Meeting
March 10, 2025

The Appomattox Town Council held a Regular Council meeting on Monday, March 10, 2025, at 6:30 p.m. at the Appomattox Municipal Building, 210 Linden Street, Appomattox, Virginia with Mayor Conner, presiding.

Members present: Jane T. Allen, James J. Boyce, Sr., Mary Lou G. Spiggle, Nathan Simpson, McKinley Cardwell, and Timothy W. Garrett

Members absent: None.

Others: Carlton Duck, Alive Media, Cindy Miller, Deputy Town Clerk, Michael Campbell, Town Manager, Connie Amole, and Sheriff Robert Richardson.

Vice Mayor Timothy Garrett called the meeting to order at 6:30 p.m.

Reverend Duck led the prayer and Pledge of Allegiance to the Flag of the United States of America.

Approval of the Agenda: Vice Mayor Mr. Garrett asked if there were any changes to the agenda and there were none.

Adoption of the Consent Agenda:

On a motion by Ms. Spiggle, seconded by Mrs. Allen, the Council voted to adopt the consent agenda; February 10, 2025, Regular Council meeting, and February 25, 2025, Workshop meeting. All members present voting aye. Motion carried 6-0.

Schedule for Public Appearance

Honorable Sheriff Robert Richardson- Presented his funding request for FY 26. He requested level funding, the same as last year. Sheriff Richardson presented information for the Town Council to consider the purchase of a 2023 Dodge Durango V8 Pursuit.

On a motion by Mr. Cardwell, seconded by Mr. Simpson, the council voted to add a budget line to the pending FY26 Budget for an expenditure to consider adding an additional vehicle for the Sheriff's Department. All members of the Council voting aye. Motion carried 6-0.

Mayor Conner welcomed everyone to the meeting.

Citizen Public Comment: Connie Amole addressed the Council and asked if with the new housing added to the Town this will help to increase revenue.

Unfinished Business: none

New Business: none

Council Standing Committee Reports:

2 | **Appomattox Town Council**
Regular Council Meeting
March 10, 2025

Physical Development Committee- none

Finance & Planning Committee- none

The Centennial Commission- Mr. Simpson, gave updates from the committee meeting along with event ideas. Mr. Simpson stated we currently have \$7890 to use toward the June and October events but would like to be requested to bring the available funds up to \$20,000. Mr. Garrett stated we may have funds available on the Tourism budget line.

On a motion by Mr. Simpson, seconded by Mr. Garrett a request to arrive at a total funding of \$20000 toward the Centennial Commission for the June and October events.

Roll call vote: Allen-yes, Boyce-yes, Cardwell-yes, Garrett-yes, Simpson-yes and Spiggle-yes.
Motion carried 6-0.

Town Manager's Report:

Michael Campbell provided the Town Manager's report.

An update was provided on the Confederate Boulevard pipe bursting project and stated the pipe can be increased to a ten," if not a 12" pipe size for the project and staff is looking into Grants to help fund some of the project.

The Town Manager stated that with the audit being done this past week, the Budget work sessions needed to be pushed back, but feels the Council will be pleased with the new budget process.

Council Comments

Ms. Spiggle-none

Mr. Simpson-none

Mr. Garrett-none

Mr. Cardwell-Leash Law? Asked if staff can check with surrounding localities about their Property Management ordinances and how they function. Mr. Cardwell suggested that we discuss our committees during our upcoming retreat on the setup, functions, and procedures.

Mr. Boyce-none

Mrs. Allen- The new playground equipment will be installed at the beginning of April. We will need to plan a ribbon cutting ceremony.

3 | **Appomattox Town Council**
Regular Council Meeting
March 10, 2025

Adjournment:

On a motion by Mr. Garrett, seconded by Mr. Boyce, the Council voted to adjourn at 7:20 pm. All members present voting aye. Motion carried 6-0.

Cindy Miller
Deputy Town Clerk

Richard C. Conner
Mayor

1 | **Appomattox Town Council**
Workshop Meeting
March 25, 2025

The Appomattox Town Council held a Workshop meeting on Tuesday, March 25, 2025, at 6:30 p.m. at the Appomattox Town Hall, Council Chambers, 210 Linden Street, Appomattox, Virginia with Mayor Conner presiding.

Members present: James J. Boyce, Sr., Timothy W. Garrett, Mary Lou Spiggle, Nathan Simpson, and McKinley Cardwell

Absent: none

Others present: Carlton Duck; Alive Media, Rob Fowler and Mrs. Fowler, Director of Community Development & Planning; Cindy Miller Deputy Town Clerk, Tori Rothgeb, Facilities Project Director, Kim Ray, Treasurer, Brooke Moore, Deputy Treasurer, Christy Torrence, Office Manager, Phillip Jamerson, Joetricia Humbles, Jonathan Garrett, Lucus Ward and Bryan Simpson.

Mayor Conner called the meeting to order at 6:30 p.m.

Approval of the Agenda: On a motion from Mr. Garrett, seconded by Mr. Boyce, Council voted to approve the agenda as presented. All council members present voting aye. Motion carried 6-0.

Scheduled Public Appearances:

The following organizations presented to Council the need for financial support.

Appomattox for Equality- Joetricia Humbles

Appomattox Youth Sports- Bryan Simpson

Appomattox Tourism Committee- provided a request.

Historical Appomattox Railroad Festival- Phillip Jamerson

Appomattox County Volunteer Fire Department- Jonathan Garrett

Appomattox Co FFA Alumni-Timothy Garrett ask for Council to consider donating funding for a new facility for the Appomattox Co FFA to build for competitions.

Mr. Simpson asked that Discussion Item 3 be discussed prior to Budget presentation.

DISCUSSION #2: Consideration to connect out of Town waterline to Lot 13 within Woodchase Subdivision

On a motion from Mr. Simpson, seconded by Mr. Garrett, Council voted to approve to add out of town waterline to Lot 13, Woodchase Subdivision. All members of Council voted aye. Motion carried 6-0.

DISCUSSION #1: Staff Budget Presentation

Staff provided a detailed Budget Requests for FY 26 and allowed for questions from Council on each request.

2 | **Appomattox Town Council**
Workshop Meeting
March 25, 2025

Staff stated we will hold a Budget Work Session at 5:45 p.m. on Monday April 14, 2025.

COUNCIL STANDING COMMITTEE REPORTS:

Centennial Commission: No updates currently.

STAFF REPORTS:

Treasurer's Report: Mrs. Ray provided the Treasurer's report for review.

Town Manager's Report: Tori Rothgeb has a new title as Facilities Project Director and David Carter is now our Utilities Director. Current Openings to be advertised soon- Water Operator and a Part time HR position.

COUNCIL COMMENTS:

Spiggle-none

Simpson-Asked that the EDA provide an incentive for new Businesses.
Discussed with Public works if anyone had addressed the grounding issue on Church St.
Can staff get the word out for homeowners to check their homes for proper grounding?
Asked if the Building Code was being investigated, Mr. Fowler advised he is still researching the topic.
Lambda Server- discussed where it can be installed.

Garrett- none
Cardwell-none
Boyce-none

Allen- Mrs. Allen presented her resignation from the Town Council. She now lives outside of the Town limits.

On a motion by Mr. Simpson, seconded by Mr. Garrett, Council voted to accept Mrs. Allen's resignation. All members of Council voted aye. Motion carried 5-0.

ADJOURNMENT:

On a motion by Mr. Garrett, seconded by Ms. Spiggle, the Council voted to adjourn at 9:35 pm. All council members present voting aye. Motion carried 5-0.

Cindy Miller
Deputy Town Clerk

Richard C. Conner
Mayor

1 | **Appomattox Town Council**
Regular Council Meeting
April 14, 2025

The Appomattox Town Council held a Regular Council meeting on Monday, April 14, 2025, at 6:30 p.m. at the Appomattox Municipal Building, 210 Linden Street, Appomattox, Virginia with Mayor Conner, presiding.

Members present: James J. Boyce, Sr., Mary Lou G. Spiggle, Nathan Simpson, McKinley Cardwell, and Timothy W. Garrett

Members absent: None.

Others: Carlton Duck, Alive Media, Cindy Miller, Deputy Town Clerk, Michael Campbell, Town Manager, Kim Ray, Treasurer, Kelly Childress and Rob Havers with the American Civil War Museum, Chad Hodges and Bif Johnson with Hurt & Proffitt.

Mayor Richard Conner called the meeting to order at 6:35 p.m.

Reverend Duck led the prayer and Pledge of Allegiance to the Flag of the United States of America.

Approval of the Agenda: Mayor Richard Conner asked if there were any changes to the agenda.

On a motion by Mr. Garrett, seconded by Mr. Cardwell, the Council voted to accept the agenda as written. All members present voting aye. Motion carried 5-0.

Public Hearing: Mayor Conner opened the public hearing by reading the purpose:

The purpose of this public hearing will be to receive public comments concerning the following:

Sec. 32-173. Penalty and towing for violations.

Any person violating the provisions of Chapter 32. Article III, Division 3 of the Code, shall be fined \$50.00 except to the extent otherwise specified in a particular section, and any vehicle violating such provisions shall be towed away at the expense of the owner thereof.

(Ord of 4-14-2025 1)

There were no public comments made or received during the public comment period.

Mayor Conner closed the public hearing.

Mayor's Comments:

The Mayor stated with Spring, hope is eternal. The Mayor stated he appreciated the efforts to bring our team together here at the Town of Appomattox.

2 | **Appomattox Town Council**
Regular Council Meeting
April 14, 2025

Adoption of the Consent Agenda:

On a motion by Mr. Cardwell, seconded by Ms. Spiggle, the Council voted to adopt the consent agenda; March 10, 2025, Regular Council meeting, and March 24, 2025, Workshop meeting. All members present voting aye. Motion carried 5-0.

Schedule for Public Appearance

Rob Havers spoke on behalf of the American Civil War Museum and requested support from the Town Council for their outreach efforts. Mr. Havers introduced Kelly Childress, Site Director. Requested funding for local events was \$2500.

Citizen Comments: none

Unfinished Business:

Consideration to Advertise for Councilman opening.

On a motion by Mr. Simpson, seconded by Ms. Spiggle, Council voted to advertise the Interim Councilman position via Facebook and word of mouth. With candidates wishing to run for the position to be on the November ballot. All members of Council voted aye. Motion carried 5/0.

Consideration to Advertise the FY 26 Budget for Public Hearing

On a motion by Mr. Garrett, seconded by Mr. Simpson, the Council voted to table the consideration to advertise the FY 26 Budget until the Council Retreat on Friday April 18, 2025. All members of Council voted aye. Motion carried 5/0.

New Business:

Consideration to adopt Sec. 32-173 Penalty and towing for violations Ordinance for fines of \$50 per violation.

On a motion by Mr. Simpson, seconded by Mr. Cardwell, the Council voted to adopt Sec 32-173 Any person violating the provisions of Chapter 32. Article III, Division 3 of the Code, shall be fined \$50.00 except to the extent otherwise specified in a particular section, and any vehicle violating such provisions shall be towed away at the expense of the owner thereof. All members of council voted aye. Motion carried 5/0.

Closed Session:

On a motion by Mr. Boyce, seconded by Mr. Garrett, Council voted to convene in Closed Session, pursuant to Section 2.2.3711(A)6, for the purpose of discussion and consideration of the

3 | **Appomattox Town Council**
Regular Council Meeting
April 14, 2025

Investment of public funds where competition and bargaining is invoiced, where, if made public initially, the financial interest of the governmental unit would be adversely affected, Economic Prospect A.

ROLL CALL VOTE: Boyce-yes, Garrett-yes, Cardwell-yes, Simpson-yes, Spiggle-yes. Motion carried 5-0.

The meeting was re-opened to the public.

Council member Mr. Boyce made the following motion:

To the best of each member's knowledge, the only subjects just discussed or considered in the preceding closed meeting were those: (i) lawfully exempted from the FOIA Act's open-meeting requirements and (ii) properly identified in the motion that convened the closed meeting, pursuant to Virginia Code Section 2.2.371(A)6.

The motion was seconded by Council Member Ms. Spiggle and Council by the following recorded vote adopted the motion:

ROLL CALL VOTE: Boyce-yes, Garrett-yes, Cardwell-yes, Simpson-yes, Spiggle-yes. Motion carried 5-0.

On a motion by Mr. Cardwell, seconded by Ms. Spiggle, Council voted to adopt the resolution to Authorizing the Town Manager to serve as the Town's Lead Negotiator for regional water and sanitary sewer infrastructure partnerships and to engage specialized legal counsel. All members present voting aye.

ROLL CALL VOTE: Boyce-yes, Garrett-yes, Cardwell-yes, Simpson-yes, Spiggle-yes. Motion carried 5-0.

RESOLUTION NO. 2025-01

**A RESOLUTION AUTHORIZING THE TOWN MANAGER TO SERVE AS THE TOWN'S
LEAD NEGOTIATOR FOR REGIONAL WATER AND SANITARY SEWER
INFRASTRUCTURE PARTNERSHIPS AND TO ENGAGE SPECIALIZED LEGAL
COUNSEL**

WHEREAS, the Town of Appomattox is evaluating opportunities to expand and sustain its water and sanitary sewer utility infrastructure to meet the demands of current residents and support future growth; and

4 | **Appomattox Town Council**
Regular Council Meeting
April 14, 2025

WHEREAS, cooperative planning and negotiation with regional partners such as Appomattox County, Campbell County, and the Campbell County Utilities and Service Authority (CCUSA) may yield mutually beneficial outcomes in areas including cost-sharing, infrastructure development, and utility service delivery; and

WHEREAS, the Town may also need to engage with other localities, private developers, and engineering firms as part of its broader effort to modernize its utility infrastructure and secure long-term solutions that promote economic development and maintain high service standards; and

WHEREAS, the Town is also exploring the potential acquisition and assumption of ownership of the water utility currently owned and operated by Appomattox County, to ensure long-term local control, enhanced service delivery, and financial sustainability for Town residents and businesses;

WHEREAS, the Town Council recognizes the importance of securing expert legal counsel to navigate complex contract negotiations and public utility agreements;

NOW, THEREFORE, BE IT RESOLVED BY THE TOWN COUNCIL OF THE TOWN OF APPOMATTOX, VIRGINIA:

1. Authority to Negotiate – The Town Manager, Michael Campbell, is hereby authorized and empowered to serve as the sole official representative and lead negotiator for the Town in all discussions and partnership development efforts relating to water and sanitary sewer infrastructure with:
 - The Appomattox County and Campbell County Boards of Supervisors and their respective County Administrators;
 - The Campbell County Utilities and Service Authority (CCUSA);
 - Other localities, developers, engineering firms, and relevant stakeholders.
2. Engagement of Legal Counsel – The Town Manager is further authorized to retain outside legal counsel, specializing in contract law, public utility law, and intergovernmental agreements, to support these efforts and protect the Town’s legal and financial interests throughout the negotiation process.
3. Reporting Requirement – The Town Manager shall keep the Town Council informed of material developments and present any proposed binding agreements for Council approval before execution.
4. Effective Date – This Resolution shall be effective immediately upon adoption.

Adopted this 14th day of April 2025.

Attest:

Deputy Town Clerk

5 | **Appomattox Town Council**
Regular Council Meeting
April 14, 2025

Approved:

Mayor
Town of Appomattox, Virginia

Council Standing Committee Reports:

Physical Development Committee- none

Finance & Planning Committee- none

The Centennial Commission- Mr. Simpson stated that the committee will meet soon to finalize the June event.

Town Manager's Report:

Playground will be completed soon with a ribbon cutting ceremony to follow.

Council Comments

Ms. Spiggle-none

Mr. Simpson-Opened a discussion about where to house the Lambda equipment and discussed the possibility of housing it at the Appomattox Co High School. Mr. Garrett and Mr. Simpson will plan to discuss this with the school.

Mr. Garrett-none

Mr. Cardwell-The 160th Civil War celebration was wonderful. Mr. Cardwell stated a student from our area was an essay winner for Region 4 VML and we will plan to have VML present her with an award at our next meeting.

Mr. Boyce-none

Adjournment:

On a motion by Mr. Garrett, seconded by Mr. Boyce, the Council voted to adjourn at 8:22 pm. All members present voting aye. Motion carried 5-0.

Cindy Miller
Deputy Town Clerk

Richard C. Conner
Mayor

1 | **Appomattox Town Council
Workshop Meeting
April 29, 2025**

The Appomattox Town Council held a Workshop meeting on Tuesday, April 29, 2025, at 6:30 p.m. at the Appomattox Town Hall, Council Chambers, 210 Linden Street, Appomattox, Virginia with Mayor Conner presiding.

Members present: James J. Boyce, Sr., Timothy W. Garrett, Mary Lou Spiggle, and McKinley Cardwell

Absent: none

Others present: Carlton Duck; Alive Media, Michael Campbell, Town Manager and Cindy Miller Deputy Town Clerk.

Mayor Conner called the meeting to order at 6:30 p.m.

Approval of the Agenda: On a motion from Mr. Boyce, seconded by Ms. Spiggle, Council voted to approve the agenda as presented. All council members present voting aye. Motion carried 4-0.

DISCUSSION #1: Consideration of eligibility for Health Insurance coverage.

An open discussion was made on the topic of Health Insurance coverage for part-time employees and Council.

6:35 p.m. Mr. Simpson walked in

On a motion by Mr. Simpson, seconded by Mr. Boyce, Council voted to approve a motion to create a Resolution to be written that allows all part time employees and Council persons of the Town Council to have access to obtain Health Insurance coverage thru the Town of Appomattox's current health insurance company, with the part time employees or/and Council persons paying the full premium as a direct bill from the insurance company. This benefit would be at the expense of the part time employee or Council person. All members of Council voted aye. Motion carried 5-0.

On a motion by Mr. Simpson, seconded by Mr. Boyce, Council voted to approve a motion to have the Employee handbook and Council handbook reflect that the only benefits paid to the Town Council is the monthly salary and no additional benefits. All members of Council voted aye. Motion carried 5-0.

COUNCIL STANDING COMMITTEE REPORTS:

Centennial Commission: Mr. Simpson stated that the June event will be a picnic. Mr. Simpson expressed his Thank you for Mr. Garrett's help coordinating the renovation of the Depot.

2 | **Appomattox Town Council**
Workshop Meeting
April 29, 2025

Closed Session:

On a motion by Mr. Boyce, seconded by Mr. Cardwell, the Council voted to convene in closed session, pursuant to Section 2.2-3711(A)1, for the purpose of discussing prospective candidates for a Town Council vacancy, specifically being vacancy A.

ROLL CALL VOTE: Boyce-yes, Cardwell-yes, Garrett-yes, Simpson-yes, Spiggle-yes.
Motion carried 5-0.

On a motion by Mr. Boyce, seconded by Mr. Cardwell, Council voted to convene in Closed Session, pursuant to Section 2.2-3711(A)6 for the purpose of discussion and consideration of the Investment of public funds where competition and bargaining is invoiced, where, if made public initially, the financial interest of the governmental unit would be adversely affected, Economic Prospect A.

ROLL CALL VOTE: Boyce-yes, Cardwell-yes, Garrett-yes, Simpson-yes, Spiggle-yes.
Motion carried 5-0.

The meeting was re-opened to the public.

Council member Mr. Boyce made the following motion:

To the best of each member's knowledge, the only subjects just discussed or considered in the preceding closed meeting were those: (i) lawfully exempted from the FOIA act's open-meeting requirements and (ii) properly identified in the motion that convened the closed meeting pursuant to Virginia Code Section 2.2.3712(D).

ROLL CALL VOTE: Boyce-yes, Cardwell-yes, Garrett-yes, Simpson-yes, Spiggle-yes.
Motion carried 5-0.

The council requested that the remainder of the agenda items be tabled.

ADJOURNMENT:

On a motion by Mr. Garrett, seconded by Mr. Simpson, the Council voted to adjourn at 9:37 pm. All council members present voting aye. Motion carried 5-0.

Cindy Miller
Deputy Town Clerk

Richard C. Conner
Mayor

1 | **Appomattox Town Council**
Regular Council Meeting
May 12, 2025

The Appomattox Town Council held a Regular Council meeting on Monday, May 12, 2025, at 6:30 p.m. at the Appomattox Municipal Building, 210 Linden Street, Appomattox, Virginia with Mayor Conner, presiding.

Members present: James J. Boyce, Sr., Mary Lou G. Spiggle, Nathan Simpson, McKinley Cardwell, Jack Hensley, and Timothy W. Garrett

Members absent: None.

Others: Carlton Duck, Alive Media, Cindy Miller, Deputy Town Clerk, Michael Campbell, Town Manager, Rob Bullington, Director of Communications VML, Adrienne Eagle and Parents.

Mayor Richard Conner called the meeting to order at 6:30 p.m.

Reverend Duck led the prayer and Pledge of Allegiance to the Flag of the United States of America.

Approval of the Agenda: Mayor Richard Conner asked if there were any changes to the agenda.

On a motion by Mr. Boyce, seconded by Ms. Spiggle, the Council voted to accept the agenda as written. All members present voting aye. Motion carried 6-0.

Public Appearance: Award presentation for Adrienne Eagle, VML Region 4 Essay Contest winner was presented an award by Rob Bullington, Director of Communications. Ms. Eagle's winning essay was on the topic of needing accessible medical care in Appomattox.

Mayor Conner presented Adrienne Eagle with the Mayor for the Day award. Adrienne will be invited back to work with the Town Manager and Council to write a Proclamation and present it on the topics of her essay.

Public Hearing: Mayor Conner opened the public hearing by reading the purpose:

Proposed FY 2026 Budget for the Town of Appomattox - In accordance with §15.2-2506 Code of Virginia, the following is a brief synopsis of the budget proposed by the Town of Appomattox for FY 2026:

GENERAL FUND EXPENDITURES	\$3,316,934.00
WATER FUND EXPENDITURES	\$1,258,071.00
SEWER FUND EXPENDITURES	\$1,059,362.00
TOTAL EXPENDITURES	\$5,634,367.00
GENERAL FUND REVENUE	\$3,316,934.00
WATER FUND REVENUE	\$1,258,071.00
SEWER FUND REVENUE	\$1,059,362.00

TOTAL REVENUE

\$5,634,367.00

Documentation is available during regular business hours in the Appomattox Town Office, 210 Linden Street, Appomattox, Virginia. A copy is also available on the Town of Appomattox website, www.townofappomattox.com.

The public and all interested parties are invited to attend this public hearing to make their views known on the proposed FY 2026 Budget for the Town of Appomattox. Any person needing special accommodation should contact the Town Office no later than the close of business on the day of the hearing at 434-352-8268.

There were no public comments made or received during the public comment period.

Mayor Conner closed the public hearing.

Mayor's Comments: Our future looks promising. I do like seeing the youth being more involved in it. They are our future. We need to rely on our experience from the past and try not to make mistakes again. At this time, we are moving forward.

Adoption of the Consent Agenda: The Consent agenda was moved until after the Closed session due to missing minute copies in the packet.

Citizen Comment

This time will allow our citizens the opportunity to address the Town Council with issues of importance to the citizens. No individual citizen shall be permitted to address the Town Council for more than three (3) minutes.

There were no Citizen comments.

Unfinished Business:

Consideration to approve the Proposed FY 2026 Budget for the Town of Appomattox

On a motion by Mr. Boyce, seconded by Mr. Garrett, Council voted to adopt Appropriations Resolution of the Appomattox Town Council adopting the Fiscal year 2025-2026 budget. All members present voting aye.

ROLL CALL VOTE- Cardwell-yes, Boyce-yes, Spiggle-yes, Garrett – yes, Simpson-yes, Hensley-yes. Motion carried 6-0.

Consideration to approve the Resolution on Health Insurance coverage as written.

RESOLUTION

WHEREAS, the Town of Appomattox employs full-time and part-time employees and provides health insurance benefits to all full-time employees; and,

WHEREAS, the Town of Appomattox desires to offer an opportunity to part-time employees and to its Town Council members to pay the full cost of such health insurance and receive access to that benefit at their choice; and,

WHEREAS, the Town of Appomattox, in offering this opportunity to its part-time employees and Town Council members, shall not pay any of the cost of premiums for such health insurance benefits for these part-time employees and Town Council members; and,

WHEREAS, the entire benefit of access to the Town’s health insurance program would be at the sole expense of the part-time employee or Town Council member who is choosing to access such benefit; and,

WHEREAS, this Resolution is intended to provide access for part-time employees and Town Council members to health insurance but no additional financial benefit from taxpayer funds; and,

NOW THEREFORE, BE IT RESOLVED, that the Appomattox Town Council, by motion of Nathan Simpson, hereby resolves that any part-time employee of the Town of Appomattox and any member of the Appomattox Town Council may choose to obtain health insurance coverage under the Town’s program if such person pays the entire cost of such health insurance coverage.

PASSED AND ADOPTED this 29th day of April, 2025.

WITNESS the following signature and seal:

TOWN OF APPOMATTOX

By: _____
Richard Conner, Mayor

Ayes: 6

Nays: 0

Absent: 0

4 | **Appomattox Town Council**
Regular Council Meeting
May 12, 2025

Attest: 0

Cindy Miller

ROLL CALL VOTE- Cardwell-yes, Boyce-yes, Spiggle-yes, Garrett – yes, Simpson-yes, Hensley-yes. Motion carried 6-0.

New Business: None

Closed Session:

On a motion by Mr. Boyce, seconded by Ms. Spiggle, Council voted to convene in Closed Session, pursuant to Section 2.2.3711(A)29, for the purpose of discussing or considering the award of a public contract involving the expenditure of public funds, including discussion of the terms or scope of such contract, where discussion in an open session would adversely affect the negotiating strategy of the public body.

ROLL CALL VOTE: Cardwell-yes, Boyce-yes, Garrett-yes, Hensley-yes, Simpson-yes, Spiggle-yes. Motion carried 6-0.

The meeting was re-opened to the public.

Council member Ms. Spiggle made the following motion:

To the best of each member’s knowledge, the only subjects just discussed or considered in the preceding closed meeting were those: (i) lawfully exempted from the FOIA Act’s open-meeting requirements and (ii) properly identified in the motion that convened the closed meeting, pursuant to Virginia Code Section 2.2.371(A)29.

The motion was seconded by Council Member Mr. Cardwell and Council by the following recorded vote adopted the motion:

ROLL CALL VOTE: Cardwell-yes, Boyce-yes, Garrett-yes, Hensley-yes, Simpson-yes, Spiggle-yes. Motion carried 6-0.

Adoption of the Consent Agenda:

On a motion by Mr. Cardwell, seconded by Ms. Spiggle, the Council voted to adopt the consent agenda; April 14, 2025, Budget Work Session, April 14, 2025, Regular Council meeting, April

5 | **Appomattox Town Council**
Regular Council Meeting
May 12, 2025

29, 2025, Workshop meeting and May 5, 2025, Special called meeting. All members present voting aye to approving minutes as revised with New Business item for April 14, 2025, Town Council meeting to include full description of the Sec. 32-173 Ordinance. Motion carried 6-0.

Council Standing Committee Reports:

The Centennial Commission- Mr. Simpson, stated that the banners and signs are up and t shirts are ordered. Mr. Cardwell stated that Sue and Cindy have worked at breakneck speed to pull this event off.

Town Manager's Report: T shirts for the Centennial look awesome.

Council Comments

Cardwell-none

Boyce-none

Ms. Spiggle-none

Mr. Garrett-none

Simpson-none

Hensley-none

Adjournment:

On a motion by Mr. Garrett, seconded by Mr. Cardwell, the Council voted to adjourn at 8:58 pm. All members present voting aye. Motion carried 6-0.

Cindy Miller
Deputy Town Clerk

Richard C. Conner
Mayor

1 | **Appomattox Town Council**
Workshop Meeting
May 27, 2025

The Appomattox Town Council held a Workshop meeting on Monday May 27, 2025, at 6:30 p.m. at the Appomattox Municipal Building, 210 Linden Street, Appomattox, Virginia with Mayor Conner, presiding.

Members present: James J. Boyce, Sr., Mary Lou Spiggle, Timothy W. Garrett, McKinley Cardwell, Nathan Simpson and Jack Hensley.

Others present: Cindy Miller, Deputy Town Clerk, Kim Ray, Treasurer, Brooke Moore, Deputy Treasurer and Jackson Barber.

Mayor Conner called the Workshop meeting to order at 6:30 p.m.

Approval of the Agenda: On a motion by Mr. Cardwell, seconded by Mr. Simpson, Council voted to approve the agenda as presented. All council members present voting aye. Motion carried 6-0.

Discussion Items: None

Council Standing Committee Reports:

Centennial Commission: Mr. Simpson stated all the merchandise has arrived and requested we check into ordering some stickers. Mr. Simpson requested that Carlton Duck produce a promotional video with McKinley Cardwell as speaker. Cindy Miller requested that all Council members attend to assist with this event. The dunk tank will need more volunteers and players may make charitable donations.

Staff Reports:

Treasurer: Kim Ray presented the financial status report which included Budget Amendments for FY 25. Staff asked for the drawing of the paved path for the kiddie park.

On a motion by Mr. Simpson, seconded by Mr. Cardwell, the Council voted to approve the Budget Amendments for FY 25 as presented to be advertised for public hearing. All members present voting aye. Motion carried 6-0.

Town Manager: None

On a motion by Mr. Boyce, seconded by Mr. Cardwell, the Council voted to convene in closed session, pursuant to Code of Virginia 2.23711(A)29 for the purpose of discussing or considering the award of a public contract involving the expenditure of public funds, including discussion of the terms or scope of such contract, where discussion in an open session would adversely affect the negotiating strategy of the public body.

ROLL CALL VOTE- Boyce – yes, Cardwell-yes, Garrett – yes, Hensley-yes, Simpson-yes, Spiggle-yes. Motion carried 6-0.

2 | **Appomattox Town Council**
Workshop Meeting
May 27, 2025

The meeting was re-opened to the public.

On a motion by Mr. Boyce, seconded by Mr. Garrett:

To the best of each member's knowledge, the only subjects just discussed or considered in the preceding closed meeting were those: (i) lawfully exempted from the FOIA Acts's open-meeting requirements and (ii) properly identified in the motion that convened the closed meeting, pursuant to Virginia Code Section 2.2-3712(D)29.

ROLL CALL VOTE- Boyce – yes, Cardwell-yes, Garrett – yes, Hensley-yes, Simpson-yes, Spiggle-yes. Motion carried 6-0.

Adjournment:

On a motion by Mr. Garrett, seconded by Mr. Boyce, the Council voted to adjourn at 7:54 pm. All members present voting aye. Motion carried 6-0.

Cindy Miller, Deputy Town Clerk

Richard C. Conner, Mayor