



Appomattox Town Council Regular Meeting Agenda

Appomattox Municipal Building, 210 Linden Street, Appomattox, Virginia 24522

Monday, December 09, 2024

6:30 PM – Town Council Regular Meeting

(Location: Appomattox Municipal Building, 210 Linden Street, Appomattox, Virginia 24522)

Call to Order and Welcome to Visitors

Prayer & Pledge of Allegiance to the Flag of the United States of America

Mayor's Comments

Scheduled Public Appearances

Honorable Sheriff Robert Richardson

Public Hearing

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

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

Citizen Comment

Adoption of the Consent Agenda - December 9, 2024

All matters listed under consent agenda are considered routine by the council and will be approved or received by one motion in the form listed. Items may be removed from the consent agenda for discussion under the regular agenda upon motion of any council member and duly seconded.

November 12, 2024 Regular Council meeting, Special Called meeting November 20, 2024 and November 26, 2024 Workshop meeting

Unfinished Business

New Business

Council Standing Committee Reports

Town Manager's Report

Council Comment

Adjournment

File Attachments for Item:

2. The purpose of this public hearing will be to receive public comments concerning the following: 1. Amendment to 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 9, 2024)

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

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

File Attachments for Item:

3. November 12, 2024 Regular Council meeting, Special Called meeting November 20, 2024 and November 26, 2024 Workshop meeting

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.

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

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**
Special Call Council Meeting
November 19, 2024

The Appomattox Town Council held a Special Call Council meeting on Tuesday November 19, 2024, at 8:00 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, Claudia G. Puckette, Jane T. Allen, Nathan Simpson

Others present: Cindy Miller, Deputy Town Clerk, Kimball Payne and Margaret Schmitt with the Berkley Group.

Mayor Conner called the Special Call meeting to order.

A discussion on the Christmas bonus was held to clarify information not previously included in the motion that was made at the October 29, 2024, Workshop meeting.

On a motion by Mr. Boyce, seconded by Mr. Garrett, the Council voted to include all new hires on the Christmas bonus payout and that the bonus payments may be issued for November 22, 2024.

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

On a motion by Mr. Garrett seconded by Mr. Boyce, the Council voted to convene in Closed Session for the purpose to discuss prospective candidates for the position of a vacancy, specifically being vacancy A.

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

Nathan Simpson exited at 8:55 p.m.

The meeting was re-opened to the public.

On a motion by Mr. Boyce, seconded by Mrs. Allen,

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)8 and Virginia Code Section 2.2-3711(D).

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

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Special Call Council Meeting
November 19, 2024

Adjournment:

On a motion by Mr. Boyce, seconded by Mrs. Puckette, Council voted to adjourn at 9:17 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
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

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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