



Appomattox Town Council Regular Meeting Agenda

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

Monday, January 13, 2025

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

Citizen Comment

Adoption of the Consent Agenda - January 13, 2025

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.

- [1.](#) December 9, 2024 Regular Council meeting and December 17, 2024 Special Call Council meeting

Unfinished Business

New Business

2. Mayor's selection of Standing Committee appointments and Chairperson of Committees
3. Consideration to elect a Vice-Mayor from the membership
- [4.](#) Consideration to adopt the 2025 Town Council meeting Schedule
5. Consideration to appoint one (1) member of the Town Council to the Town of Appomattox Economic Development Authority
6. Consideration to reappoint James Boyce, Sr. to the Planning Commission
7. Consideration to approve Bylaws and Rules of Procedures
8. Consideration to approve Code of Ethics and Conduct

9. Consideration to approve Ethics Pledge
10. Consideration of 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).

Town Manager's Report

Council Standing Committee Reports

Council Comment

Adjournment

File Attachments for Item:

1. December 9, 2024 Regular Council meeting and December 17, 2024 Special Call Council meeting

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**
Special Call Council Meeting
December 17, 2024

The Appomattox Town Council held a Special Call Council meeting on Tuesday December 17, 2024, at 5:35 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, and Nathan Simpson

Others present: Cindy Miller, Deputy Town Clerk, Rob Fowler, Interim Town Manager, Kim Ray, Treasurer, Jonathan Garrett, Fred Godsey, Brandon White, Kevin Fitch, Lucas Ward, and Charles Conrad

Mayor Conner called the Special Call meeting to order.

Jane Allen stepped in 5:38 p.m.

Public Appearance: Johnathan Garrett, Appomattox County Volunteer Fire Chief

Mr. Garrett presented information in reference to a 2014 Pierce Arrow XT 75' Aerial Truck. Mr. Garrett requested the support of the Town of Appomattox with purchasing the Fire Truck.

On a motion by Mrs. Puckette, seconded by Mr. Boyce, the Council voted to allow \$300,000 of ARPA funds to be used toward the purchase of the 2014 Pierce Arrow XT 75' Aerial Truck for the Appomattox County Volunteer Fire Station. Mr. Garrett abstained from voting.

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

An open discussion of items needed was discussed and the following motion was made.

On a Motion by Mr. Boyce and seconded by Mrs. Puckette, the Council voted to allow the use of ARPA funds to purchase the following:

\$100,000 Playground equipment for the Appomattox Kiddie Park

\$100,000 Well Research

\$65,000 AI workstations (two) Mr. Simpson stated that they meet ARPA requirements.

\$300,000 toward Fire Truck for the Appomattox Volunteer Fire Department

\$32679 Camera system for the TOA facilities

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

2 | **Appomattox Town Council**
Special Call Council Meeting
December 17, 2024

Adjournment:

On a motion by Mrs. Puckette, seconded by Mr. Garrett, Council voted to adjourn at 8:26 pm. All members present voting aye. Motion carried 6-0.

Cindy Miller, Deputy Town Clerk

Richard C. Conner, Mayor

File Attachments for Item:

4. Consideration to adopt the 2025 Town Council meeting Schedule

APPOMATTOX TOWN COUNCIL - 2025 MEETING SCHEDULE

Location:

Appomattox Municipal Building, 210 Linden Street, Appomattox, Virginia

January 2025

Monday, January 13, 2025
6:30 p.m. – Regular Meeting
Tuesday, January 28, 2025
6:30 p.m. – Workshop Meeting

February 2025

Monday, February 10, 2025
6:30 p.m. – Regular Meeting
Tuesday, February 25, 2025
6:30 p.m. – Workshop Meeting

March 2025

Monday, March 10, 2025
6:30 p.m. – Regular Meeting
Tuesday, March 25, 2025
6:30 p.m. – Workshop Meeting

April 2025

Monday, April 14, 2025
6:30 p.m. – Regular Meeting
Tuesday, April 29, 2025 (5th Tues)
6:30 p.m. – Workshop Meeting

May 2025

Monday, May 12, 2025
6:30 p.m. – Regular Meeting
Tuesday, May 27, 2025
6:30 p.m. – Workshop Meeting

June 2025

Monday, June 9, 2025
6:30 p.m. – Regular Meeting
Tuesday, June 24, 2025
6:30 p.m. – Workshop Meeting

July 2025

Monday, July 14, 2025
6:30 p.m. – Regular Meeting
Tuesday, July 29, 2025 (5th Tues)
6:30 p.m. – Workshop Meeting

August 2025

Monday, August 11, 2025
6:30 p.m. – Regular Meeting
Tuesday, August 26, 2025
6:30 p.m. – Workshop Meeting

September 2025

Monday, September 8, 2025
6:30 p.m. – Regular Meeting
Tuesday, September 23, 2025
6:30 p.m. – Workshop Meeting

October 2025

***Tuesday, October 14, 2025**
6:30 p.m. – Regular Meeting
Tuesday, October 28, 2025
6:30 p.m. – Workshop Meeting

November 2025

Monday, November 10, 2025
6:30 p.m. – Regular Meeting
Tuesday, November 25, 2025
6:30 p.m. – Workshop Meeting

December 2025

Monday, December 8, 2025
6:30 p.m. – Regular Meeting

*A Workshop meeting for December 2025 is not planned.

*Code of the Town of Appomattox. §5-8. Time and Place. If the second Monday of the month is a holiday, the meeting shall be held on the following day.

If the Mayor, or the Vice-Mayor is unable to act, finds and declares that the weather or other conditions are such that it is hazardous for the Council members to attend a regular meeting, the regular meeting shall be continued until the following Monday, unless that Monday is a legal Holiday, then the meeting shall be on the Tuesday following the Monday holiday.