



Appomattox Town Council Regular Meeting Agenda

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

Monday, February 10, 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

Scheduled Public Appearances

- [1.](#) Proclamation honoring 2024-2025 FFA Chapters.

Citizen Comment

Adoption of the Consent Agenda - February 10, 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.

- [2.](#) January 13, 2025 Regular Council meeting and January 28, 2024 Workshop meeting

Unfinished Business

- [3.](#) Consideration to appoint one (1) member of the Town Council to the Town of Appomattox Economic Development Authority

New Business

Council Standing Committee Reports

Town Manager's Report

Council Comment

Adjournment

File Attachments for Item:

1. Proclamation honoring 2024-2025 FFA Chapters.

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

Whereas, FFA and agricultural education provide a strong 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.

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

File Attachments for Item:

2. January 13, 2025 Regular Council meeting and January 28, 2024 Workshop meeting

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

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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
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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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:

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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.

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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