



Appomattox Town Council Meeting Agenda

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

Monday, March 10, 2025

6:30 PM – Town Council 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

Approval of the Agenda

Mayor's Comments

Adoption of the Consent Agenda - March 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.

- [1.](#) February 10, 2025 Regular Council meeting and February 25, 2024 Workshop meeting

Scheduled Public Appearances

- [2.](#) Council Agenda Item Title: Honorable Sheriff Robert Richardson
Issue: None
Recommendation: Quarterly update and Budget request for FY26

Citizen Public Comment Period

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.

Unfinished Business

New Business

Council Standing Committee Reports

3. Physical Development Committee
4. Finance & Planning Committee
5. Centennial Commission

Town Manager's Report

Council Comment

Adjournment

File Attachments for Item:

1. February 10, 2025 Regular Council meeting and February 25, 2024 Workshop meeting

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.

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.

Council Comments

Mrs. Allen-none.

Mr. Boyce-Requested that an agenda item for the next meeting be the MOU for the Appomattox Sheriff'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

File Attachments for Item:

2. Council Agenda Item Title: Honorable Sheriff Robert Richardson

Issue: None

Recommendation: Quarterly update and Budget request for FY26



TOWN OF APPOMATTOX TOWN COUNCIL ACTION FORM

Order of Business:

- ☐ Consent Agenda
- ☐ Public Hearing
- ☐ Presentation-Boards/Commissions
- ☐ Unfinished Business
- ☐ Citizen/Councilor Request
- ☐ Regular Business
- ☐ Reports of Council Committees

Action:

- ☐ Approve and File
- ☐ Take Appropriate Action
- ☐ Receive & File (no motion required)
- ☐ Approve Ordinance 1st Reading
- ☐ Approve Ordinance 2nd Reading
- ☐ Set a Public Hearing
- ☐ Approve on Emergency Measure

COUNCIL AGENDA ITEM TITLE: Honorable Sheriff Robert Richardson

ISSUE: None

RECOMMENDATION: Quarterly update and Budget request for FY26

TIMING:

BACKGROUND:

ENCLOSED DOCUMENTS:

STAFF/SPONSOR:

FOR IN MEETING USE ONLY

MOTION: _____

Roll Call

SUMMARY:

Y N

- ☐ ☐ Councilor Timothy W. Garrett
- ☐ ☐ Councilor Jane Allen
- ☐ ☐ Councilor James Boyce, Sr.
- ☐ ☐ Councilor McKinley Cardwell

Y N

- ☐ ☐ Councilor Nathan A. Simpson
- ☐ ☐ Councilor Mary Lou Spiggle
- ☐ ☐ Mayor Richard Conner (If required)