



Appomattox Town Council Regular Meeting Agenda

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

Tuesday, October 15, 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

1. Honorable Sheriff Robert Richardson

Citizen Comment

Adoption of the Consent Agenda - October 15, 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.

- [2.](#) September 9, 2024 Regular Council Meeting, September 20, 2024 Special Call Meeting, September 24, 2024 Workshop Meeting and October 4, 2024 Special Call Meeting

Unfinished Business

New Business

3. Water Treatment Manager Presentation
4. Ethic Committee Minutes

Closed Session

5. Closed Session, pursuant to Code of Virginia Section 2.2-3711(A)6, for the purpose of discussion or consideration 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.

Council Standing Committee Reports

Town Manager's Report

Council Comment

Adjournment

File Attachments for Item:

2. September 9, 2024 Regular Council Meeting, September 20, 2024 Special Call Meeting, September 24, 2024 Workshop Meeting and October 4, 2024 Special Call Meeting

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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Regular Council Meeting
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

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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 & Profitt.
- 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**
Special Call Council Meeting
September 20, 2024

The Appomattox Town Council held a Special Call Council meeting on Friday, September 20, 2024, at 5:00 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, Rob Fowler; Interim Town Manager, Kimball Payne and Margaret Schmitt.

Mayor Conner called the Special Call meeting to order.

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

The meeting was re-opened to the public.

On a motion by Ms. Spiggle, 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(A)5.

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

Adjournment:

On a motion by Mr. Garrett, seconded by Mr. Boyce, Council voted to adjourn at 6:52 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.

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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**
Special Call Council Meeting
October 4, 2024

The Appomattox Town Council held a Special Call Council meeting on Friday October 4, 2024, at 10:00 a.m. at the Appomattox Municipal Building, 210 Linden Street, Appomattox, Virginia with Mayor Conner, presiding.

Town Council members present were James J. Boyce, Sr., Mary Lou Spiggle, Jane T. Allen, Nathan Simpson.

Others present were Kim Ray; Treasurer, Barbara McLaughlin, Sabrina Smith, Sharon Mobley, Caleb Baker, David Carter, Tori Rothgeb, Dana Glover, Karla Atkins, Danny Morgan, Jose Herrera-Tovar, James Bradner Jr., and Zachary Elam.

Open discussion between Town of Appomattox employees and Town Council covered multiple topics.

Consensus was for a Human Resource committee to be formed consisting of four employees selected by their peers. The following employees were selected to serve on the Human Resource committee: Tori Rothgeb, David Carter, Danny Morgan, and Dana Glover.

The meeting ended at approximately 12:25 pm.

Cindy Miller
Deputy Town Clerk

Richard C. Conner, Mayor