



Appomattox Workshop Meeting Agenda

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

Tuesday, July 29, 2025

6:30 PM – Workshop Meeting

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

Call to Order

Discussion Items

- [1.](#) Public Works project update
- [2.](#) Consideration to amend previously approved minutes.
3. Discussion of approved town budget for emergency services

Council Comments

Staff Reports

Adjournment

File Attachments for Item:

1. Update on Public Works projects.



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: Public Works Project Update

ISSUE:

RECOMMENDATION:

TIMING:

BACKGROUND: David and Tori will provide an update on various projects the Town has taking place currently and in the near future.

ENCLOSED DOCUMENTS:

STAFF/SPONSOR: Tori Rothgeb & David Carter

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)

File Attachments for Item:

2. Consideration to amend previously approved minutes.

1 | **Appomattox Town Council
Workshop Meeting
April 29, 2025**

The Appomattox Town Council held a Workshop meeting on Tuesday, April 29, 2025, at 6:30 p.m. at the Appomattox Town Hall, Council Chambers, 210 Linden Street, Appomattox, Virginia with Mayor Conner presiding.

Members present: James J. Boyce, Sr., Timothy W. Garrett, Mary Lou Spiggle, and McKinley Cardwell

Absent: none

Others present: Carlton Duck; Alive Media, Michael Campbell, Town Manager and Cindy Miller Deputy Town Clerk.

Mayor Conner called the meeting to order at 6:30 p.m.

Approval of the Agenda: On a motion from Mr. Boyce, seconded by Ms. Spiggle, Council voted to approve the agenda as presented. All council members present voting aye. Motion carried 4-0.

DISCUSSION #1: Consideration of eligibility for Health Insurance coverage.

An open discussion was made on the topic of Health Insurance coverage for part-time employees and Council.

6:35 p.m. Mr. Simpson walked in

On a motion by Mr. Simpson, seconded by Mr. Boyce, Council voted to approve a motion to create a Resolution to be written that allows all part time employees and Council persons of the Town Council to have access to obtain Health Insurance coverage thru the Town of Appomattox's current health insurance company, with the part time employees or/and Council persons paying the full premium as a direct bill from the insurance company. This benefit would be at the expense of the part time employee or Council person. All members of Council voted aye. Motion carried 5-0.

On a motion by Mr. Simpson, seconded by Mr. Boyce, Council voted to approve a motion to have the Employee handbook and Council handbook reflect that the only benefits paid to the Town Council is the monthly salary and no additional benefits. All members of Council voted aye. Motion carried 5-0.

COUNCIL STANDING COMMITTEE REPORTS:

Centennial Commission: Mr. Simpson stated that the June event will be a picnic. Mr. Simpson expressed his Thank you for Mr. Garrett's help coordinating the renovation of the Depot.

Closed Session:

On a motion by Mr. Boyce, seconded by Mr. Cardwell, the Council voted to convene in closed session, pursuant to Section 2.2-3711(A)1, for the purpose of discussing prospective candidates for a Town Council vacancy, specifically being vacancy A.

ROLL CALL VOTE: Boyce-yes, Cardwell-yes, Garrett-yes, Simpson-yes, Spiggle-yes.
Motion carried 5-0.

On a motion by Mr. Boyce, seconded by Mr. Cardwell, Council voted to convene in Closed Session, pursuant to Section 2.2-3711(A)6 for the purpose of discussion and consideration of the Investment of public funds where competition and bargaining is invoiced, where, if made public initially, the financial interest of the governmental unit would be adversely affected, Economic Prospect A.

ROLL CALL VOTE: Boyce-yes, Cardwell-yes, Garrett-yes, Simpson-yes, Spiggle-yes.
Motion carried 5-0.

The meeting was re-opened to the public.

Council member Mr. Boyce made the following motion:

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 2.2.3712(D).

ROLL CALL VOTE: Boyce-yes, Cardwell-yes, Garrett-yes, Simpson-yes, Spiggle-yes.
Motion carried 5-0.

***Please refer to the minutes from July 29, 2025, Workshop meeting revising these minutes to include action taken upon the reopening of the meeting to the public.**

The council requested that the remainder of the agenda items be tabled.

ADJOURNMENT:

On a motion by Mr. Garrett, seconded by Mr. Simpson, the Council voted to adjourn at 9:37 pm. All council members present voting aye. Motion carried 5-0.

Cindy Miller
Deputy Town Clerk

Richard C. Conner
Mayor



TOWN OF APPOMATTOX TOWN COUNCIL ACTION FORM

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COUNCIL AGENDA ITEM TITLE: Amendment of Minutes Previously Adopted

ISSUE: A clerical omission in the official minutes from April 29, 2025, workshop meeting needs to be corrected.

RECOMMENDATION: Bring forth a motion to amend and approve the corrected minutes.

TIMING: Present

BACKGROUND: This vote was conducted publicly and in accordance with Virginia law but was inadvertently omitted from the written record.

ENCLOSED DOCUMENTS: Revised minutes

STAFF/SPONSOR: Michael/Christy

FOR IN MEETING USE ONLY

MOTION: _____

Roll Call

SUMMARY:

Y N

- ☐ ☐ Councilor Timothy W. Garrett
- ☐ ☐ Councilor Jack Hensley
- ☐ ☐ Councilor James Boyce, Sr.
- ☐ ☐ Councilor McKinley Cardwell

Y N

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

ACTION FROM CLOSED SESSION:

Mr. Simpson made a motion to appoint Stephanie Pawelczyk to the Council vacancy, seconded by Mr. Cardwell.

ROLL CALL VOTE: Cardwell-yes, Boyce-no Garrett-no, Simpson-yes, Spiggle-no. Motion failed 3-2.

Ms. Spiggle made a motion to appoint Jack Hensley to the Council vacancy, seconded by Mr. Garrett.

ROLL CALL VOTE: Cardwell-no, Boyce-yes Garrett-yes, Simpson-no, Spiggle-yes. Motion carried 3-2.