

1 | **Appomattox Town Council**
Workshop Meeting
February 24, 2026

The Appomattox Town Council held a workshop meeting on Tuesday, February 24, 2026, in Appomattox, Virginia with Mayor Richard Conner, presiding.

Members present: Mayor Richard Conner, Vice-Mayor Timothy Garrett, Council Member James J. Boyce, Sr., Council Member Mary Lou G. Spiggle, Council Member Danielle Ulmer, Council Member McKinley Cardwell, and Council Member Jack Hensley.

Members absent: None

Others: Carlton Duck, Alive Media; Dianne Tanner, Deputy Town Clerk; and Michael Campbell, Town Manager.

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

Approval of the Agenda:

There was a Motion by Vice Mayor Timothy Garrett, seconded by Council Member Mary Lou Spiggle to amend the Agenda to include a closed session, prior to old business, pursuant to Virginia Code Section 2.2-3711(A)6 of the Code of Virginia, 1950, as amended 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, and a voice vote was called, with all Council Members present voting aye. Motion carried 6-0.

A Motion was made by Council Member Mary Lou Spiggle, seconded by Council Member McKinley Cardwell, to approve the Agenda as amended, and a voice vote was called, with all Council Members present voting aye. Motion carried 6-0.

New Business:

Mayor Richard Conner read the item of new business to the record, a Financial Overview and Projections for Operational Planning presentation by Mr. James Sanderson of Davenport & Company, LLC. Mr. Sanderson provided, and reviewed with Council, the bound copy of the Comprehensive Financial Review for the Town of Appomattox, dated February 24, 2026. Council Members addressed their questions to Mr. Sanderson as part of the presentation format.

Closed Session:

A Motion was made by Council Member McKinley Cardwell, seconded by Council Member Jack Hensley, for Council to convene in a closed session for the purposes of discussion or consideration of the investment of public funds where competition or bargaining is involved, where, if made public initially, the financial interests of the governmental unit would be adversely affected, pursuant to Virginia Code Section 2.2-3711(A)(6). A ROLL CALL vote was called: Hensley-aye, Boyce-aye, Garrett-aye, Cardwell-aye, Ulmer-aye, and Spiggle-aye. Motion carried 6-0. Council convened in closed session.

The Deputy Town Clerk, Dianne Tanner, read the certification that 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 Code Section 2.2-3711(A)(6), of the Code of Virginia, 1950, as amended, 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. A Motion was made by McKinley Cardwell, seconded by Council Member Danielle Ulmer, to certify the closed session as provided in the Deputy Clerk's Certification. A ROLL CALL vote was called: Hensley-aye, Boyce-aye, Garrett-aye, Cardwell-aye, Ulmer-aye, and Spiggle-aye. Motion carried 6-0.

A Motion was made by Council Member Mary Lou Spiggle that Town Council authorize the Town Manager to execute and transmit the will serve letter presented for this item in substantially the same form for the property identified as Appomattox County Parcel ID 63A80 up to forty-five thousand gallons per day water and forty five thousand gallons per day sanitary sewer with any non-substantive edits as approved by the Town Attorney and the Town Manager and subject to all applicable ordinances, policies, plan review, permitting, and availability at time of connection. And that the letter is informational, non-binding, and does not commit the Town to expand capacity beyond the amounts stated. For the mayor's roll call line item, this is an out of service authorization and will record a roll call vote and note the two thirds requirement. The Motion was seconded by Council Member James J. Boyce, Jr., with a ROLL CALL vote being called: Garrett-aye; Hensley-Aye; Boyce-aye; Cardwell-aye; Ulmer-aye; Spiggle-aye. The Motion passed 6-0 thereby fulfilling the two thirds requirement.

Old Business:

The mayor read to the record the agenda item listed under old business, the removal of \$945.00 of uncollectible Town and DMV stop fines, with this amount not being included in the original 2020 personal property write off total that was approved by Council on February 9, 2026. A Motion was made by Council Member McKinley Cardwell to approve the removal of \$945.00 of uncollectible Town and DMV stop fines as a statute of limitations item, seconded by Vice Mayor Timothy Garrett, with a voice vote called and all members of Town Council voting aye, the motion carried 6-0.

Organizational Items:

The mayor read into the record the organizational item of the review and adoption of Town Council Bylaws and Rules of Procedure, with the review and adoption is pursuant to the Appomattox Town Council Ethics Committee meeting of October 11, 2024, item, wherein the Bylaws and Rules of Procedure should be reviewed and adopted annually. As requested by the Town Manager, the Deputy Town Clerk led a discussion on the Bylaws and Rules of Procedure with Town Council. Council Member McKinley Cardwell made a motion for a proposal at the regular Town Council Meeting to amend the Bylaws and Rules of Procedure on page 3 section B under Parliamentary to strike the language that the Town Attorney shall serve as

3 | **Appomattox Town Council
Workshop Meeting
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Parliamentarian and replace it with the language that the Deputy Town Clerk shall serve as Parliamentarian; and section E under agenda preparation with the language that the minutes shall be provided to the J. Robert Jamerson Memorial Library in a bound binder and have Town staff investigate if that is still necessary, seconded by Council Member Mary Lou Spiggle, and a voice vote was called with all Council members voting aye. The motion carried 6-0.

Standing Committee Reports:

The mayor called for any standing committee reports. There were no standing committee reports offered.

Staff Reports:

The Town Council reviewed the Town of Appomattox Financial Status Report for February 2026, as prepared by the Town Treasurer, with the Town Manager, Michael Campbell, offering information and discussion by Town Council of the reasoning for the lower rate of incoming cigarette tax revenue for the year.

Council Comments:

Mayor Richard Conner: Council comments, Mr. Boyce?

Council Member James J. Boyce, Sr.: I have nothing.

Mayor Richard Conner: Mr. Cardwell?

Council Member McKinley Cardwell: I am sorry, I have something. I just want to say thank you to all of my fellow Council members for utilizing your strengths and everything. I have been able to work with and see you all in action, and it has just been really good to see everyone's backgrounds and where they are coming from really putting in their input to make this all run well. So, just thank you all.

Mayor Richard Conner: Mr. Garrett?

Vice-Mayor Timothy Garrett: I don't have anything.

Mayor Richard Conner: Mr. Hensley?

Council Member Jack Hensley: I do not have anything.

Mayor Richard Conner: Ms. Spiggle?

Council Member Mary Lou Spiggle: I don't have anything at all.

Mayor Richard Conner: Ms. Ulmer?

Council Member Danielle Ulmer: No sir.

Mayor Richard Conner: Is there a motion to adjourn the meeting?

Adjournment:

On a motion by Vice Mayor Timothy Garrett, seconded by Council Member James J. Boyce, Jr., the Council voted to adjourn at 8:32 p.m., with a voice vote being called and all members present voting aye. Motion carried 6-0 and the meeting was adjourned.

Dianne Tanner
Deputy Town Clerk

Richard C. Conner
Mayor