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Workshop Meeting  
September 23, 2025**

The Appomattox Town Council held a Workshop meeting on Tuesday, September 23, 2025, at 6:30 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, McKinley Cardwell, Nathan Simpson and Jack Hensley.

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

Mayor Conner called the Workshop meeting to order at 6:35 p.m.

Approval of the Agenda: On a motion by Council Member James J. Boyce, Sr., seconded by Vice-Mayor Timothy Garrett, Council voted to approve the agenda as presented. Council Member James J. Boyce, Sr., Vice-Mayor Timothy W. Garrett, Council Member McKinley Cardwell, Council Member Nathan Simpson voting aye, and Council Member Mary Lou Spiggle voting nay. Motion carried 5-1.

On a joint motion by Council Members Mary Lou Spiggle and Nathan Simpson, seconded by Council Member McKinley Cardwell, to suspend the rules to add a closed session to the Agenda, pursuant to Virginia Code Section 2.2-3711(A)1 for the purpose of assignment, appointment, promotion, and performance or resignation of specific officer, appointee, or employee of any public body, specifically being Employee A, by a ROLL CALL VOTE: Spiggle-yes, Simpson-yes, Hensley-yes, Garrett-yes, Cardwell-yes, Boyce-no. Motion carried 5-1.

Discussion Items: The Mayor, Richard Conner, read into the record the discussion item of the site survey and consideration of the approval of the estimated costs to preplace a swing set located in the Kiddie Park. The Town Manager, Michael Campbell, briefed Council on the site survey and estimate to make necessary repairs to the swing set.

On a motion by Council Member Nathan Simpson, seconded by Vice-Mayor Timothy W. Garrett, to approve the payment of costs to repair the swing set at an amount of up to \$2,500 by a ROLL CALL VOTE: Boyce-yes, Cardwell-yes, Garrett-yes, Hensley-yes, Simpson-yes, Spiggle-yes. Motion carried 6-0.

Closed Session: Mayor Richard Conner read to the record the motion for a closed session for the purpose of assignment, appointment, promotion, and performance or resignation of specific public officer, appointee, or employee of any public body, specifically being Employee A, pursuant to Virginia Code Section 2.2-3711(A)(1) made by Council Member McKinley Cardwell, seconded by Council Member Mary Lou Spiggle, by a ROLL CALL VOTE: Hensley-yes, Boyce-No, Garrett-yes, Cardwell-yes, Simpson-yes, Spiggle-yes. Motion carried 5-1 and Council went into closed session.

The Deputy Town Clerk read into the record the statement 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 Freedom of Information 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)1, of the Code of Virginia, 1950, as amended. Upon a Motion by Councilmember Nathan Simpson, seconded by Mary Lou Spiggle, the same was called for a ROLL CALL VOTE: Boyce-yes, Cardwell-yes, Garrett-yes, Hensley-yes, Simpson-yes, Spiggle-yes. Motion carried 6-0.

On motion by Council Member Nathan Simpson, seconded by Council Member Mary Lou Spiggle, to move forward with the amendments to the Town Manager's Employment Contract and authorize the Mayor, Richard Conner, to authorize the contract once drafted by staff, to become effective October 1, 2025, by a ROLL CALL VOTE: Boyce-yes, Cardwell-yes, Garrett-yes, Hensley-yes, Simpson-yes, Spiggle-yes. Motion carried 6-0.

Council Comments:

Council Member Mary Lou Spiggle: Um, I would just like to remind the public...um, we do have ordinances in the town, in particular, we do not allow farm animals in town to be owned. And, we also have a chicken ordinance. Thankfully, we got that passed a while back and we are allowed to have up to and no more than a certain amount of chickens which must be kept in a coop at all times. No free roaming chickens. The reason I am brining this up is because I have had more than one...more than two complaints from my constituents regarding some people who may be...um, not going by the ordinances. So, we have handled that and hopefully we have notified the people. I just want a friendly reminder. No farm animals in town. And that would include ducks. And, you would not be allowed to have free roaming chickens and any other wild animal...farm animal. I love animals too, but they are not allowed in town. And that is all I have tonight.

Mayor Richard Conner: Concur. Mr. Simpson?

Council Member Nathan Simpson: Uh, yes, a couple of things. Um...so I did...earlier this week...I think it was yesterday morning...I submitted a letter to the Town Manager. It is under the Virginia Conflict of Interest Act. Um...I have entered into an agreement...a non-disclosure agreement with the Mid Atlantic Broadband. Um, I don't know where it is going to go. It may result in something, or it may not. Um, but I am exploring starting a fiber to the home internet service provider to the town. Um, so I would exclude myself from any votes or discussions involving right-of-way, franchise agreements or anything of the like. I just wanted to include that in the record and include that conflict letter. Again, I don't know what will become of it, but it could be something, and I wanted to disclose it as early as possible. So...um...on the potential for us to do something at the Train Depot for the Railroad Festival...um, I would like to...uh...get with Timmy and walk through it. Um, I have an idea for a couple of screens and...um...a kiosk with some tastefully worded questions. I think it would be cool for people to just come in and answer for a digital time capsule. Um, just as a kind of look back and perspective of what people were thinking about in 2025. Um, at the hundredth year of the town. It would be very interesting maybe for my grandchildren to watch one day. Um, so that is what along those lines that I am thinking. I also have a lot of town photos. From the scanning that I

have done in the past year, it's something like..I don't know...six thousand pictures that I got out of the basement. Um, so parsing through those has been kind of what I have done. Um, when I had a couple of hours of free time. And there has been some really good ones. I don't know if there are some that would only be meaningful to people that have worked here in that time period. But there's a good number of people who have gone through the door of the Town Hall in that time, as employees. Um, then there are some that are more community and heritage pictures of major events the Railroad Festival, the seventy-fifth anniversary...there are some very cool shots. So, preparing some of those in a digital display...Um, I have some selects already picked out. So that's where I am at with the Centennial stuff. If anybody else has any ideas that they want to help pull together between now and the second weekend of October, be my guest. Let me know, and we have some money in the budget. So, we can make some stuff happen. That's all...I think that's all I have.

Mayor Richard Conner: Okay. Mr. Hensley? You have a comment, sir?

Council Member Jack Hensley: Just one question about what you were saying. Um...would it be possible to have like a drop box or something?

Council Member Nathan Simpson: Ooh, that's a good idea.

Council Member Jack Hensley: Similar to what you are talking about but to have uh paper or something out there for people to ask questions about things that may not be coming into here.

Council Member Nathan Simpson: Yep. That's cool.

Council Member Mary Lou Spiggle: Great idea.

Council Member Jack Hensley: That's all I got.

Mayor Richard Conner: On your idea, Nathan, is there any way to incorporate a scanner? For people want to scan pictures and such.

Council Member Nathan Simpson: That would be cool. Just have...so that people could bring in photo albums or whatever...pictures.

Mayor Richard Conner: Some way to do that. I don't know if we...it may be a timing thing, and it might not have to be on Railroad weekend. It would just be a good time to start collecting.

Council Member Nathan Simpson: That's awesome.

Council Member Mary Lou Spiggle: That's exactly what Carver Price Legacy Museum does, because people who have these photos are not necessarily wanting to donate their photos to the museum. So, we had a scanner...we have a company that has a scanner so we can have those photos to display.

Council Member Nathan Simpson: There's also a large amount of history that is contained in church archives and church history books....so I encourage anybody that if you know of any older churches...not even older churches...a lot of the churches have been around for a hundred years plus, so any of those that we can get. We have money...we have another seven thousand bucks...um...and or whatever if there is stuff that would be useful to put in...I am calling it a digital time capsule, but it would be accessible to anyone at any time. We will preserve copies of it. But if there's bound books or photo albums that people want to get included in that, I think we can do it.

Mayor Richard Conner: Okay. Mr. Garrett?

Council Member Timothy Garrett: I don't have anything.

Mayor Richard Conner: Mr. Cardwell?

Council Member McKinley Cardwell: Um, I think just in light of the world, I just hope everyone continues to love one another and lend a hand to a neighbor. That's all.

Mayor Richard Conner: Mr. Boyce?

Council Member James Boyce: I have nothing.

Mayor Richard Conner: Staff reports, sir.

Staff Reports:

Town Manager, Michael Campbell: I have a few things. Before I forget, Madame Clerk, would you please make a note for our social media person to put out the Ordinance Ms. Spiggle was speaking to. On our Facebook page.

Um, so, items of note. Yesterday was our HR Generalist's first day on the job. It's going to be a transition for her to get rolling. She's doing well. She is already brought me things I have asked for...some preliminary things. She will be working with Don, to try to wrap up what Don and I have efforted on, when it comes to the Employee Handbook. And then they will present that to me where I will take a final look at it. Of course, I will be bringing that to you all.

Tomorrow, we have our meeting to discuss the RFPs that we have received for our Master Utility Plan. So, we only ended up with four submittals. However, I am fairly happy with the four submittals. There's one firm that did not put in a submittal that I expected to. I am disappointed that they didn't but it's okay, that's how it goes sometimes. Once we have taken a look at those submittals... at those proposals, we will decide if we are going to do interviews and then select someone for the Master Utility Plan. And, we are trying to do that on a pretty quick timeline, because the very first thing we want out of them is a proper rate study. So, we can have that going into budget season.

Um, if you look, Kim put together your Financial Report. I am not going to go through it all, but I am just going to make a point to tell you...that when you see up front that the General Fund is in the red right now, that is not alarming in itself. It is a timing issue with collections. You know our General Fund is the one out of the three, is the one that should be in the black as things stand. What is concerning to me, and I don't know what the root of it is, for me to investigate...again, it could be a pure timing thing...it could be a litany of things...is, at this point last year we had collected something like thirty thousand dollars...thirty five thousand dollars...in cigarette tax and this year, at this point, we are like at three thousand. So, something is going on with that. It may be...we just got in...as we discovered this today, as I was discussing this with Kim, an order came in for stamps. So, maybe we will see something fixed with that. We are also behind with real estate. It's not anything that we have done. It's just, I think, at this time last year...I was told it came in by September 13<sup>th</sup> or 18<sup>th</sup> or something like that. We have not received all the payments yet. So, anyway, hopefully the red number on the General Fund will correct itself fairly quickly. Of course, we have another reason it is like that, and it will get further towards the black, is because we had something like fifty-seven thousand dollars in donations. Um, the forty grand for the Fire Department. Well, we have fifty-seven thousand dollars in donations. So, all of that came out all at once. So that would explain...fifty-seven thousand dollars is why we are in the red on the General Fund.

I know I don't usually have this much stuff for you, but we have had a lot going on.

So, I think I have told you all in email but never did tell you in person that I was able to confirm that Centra Health submitted four grant applications. I think two of them were...one of them was specifically for professional development type programs, and I think another was tied into that. I can't remember what the third one was. I believe it may be a mental telehealth thing. But the point of it is, of the four, one of them was for an urgent care center in Appomattox. And, if you know about grants, it's not a bad thing or unexpected that they would submit four and we would get one. That's awesome. It's just good that we got one. So, we will see what becomes of that. I feel like in the nature of these types of grants, with HR1, the only thing that might hold them up is if they start stuttering on what the intent of the dollars are. Otherwise, I think it might move fairly quickly. So, hopefully, we might get an answer at the beginning of next year. I have made a good contact in Kristi Sink. I know you were on the email chain, and we have worked together fairly well. And, so, hopefully.... well, if I don't get any updates, I will be reaching out for them.

The last thing is Robbie, excuse me, Sheriff Richardson, basically got the go ahead from the Supreme Court for the program that we talked about. And they asked where is your Council's Ordinance? And he was like okay...so, we talked, and I have sent over kind of a.. another locality's ordinance to Frank and copied Rob. Because Rob is my second when it comes to ordinance work. To tailor it for the Town and to make sure we can get that passed so that we can get that program running. And it should encompass the whole parking thing too. It should wrap it up into a nice package.

And I think that is all I have for you.

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Adjournment:

On a motion by Vice-Mayor Timothy Garrett, seconded by Council Member James Boyce, the Council voted to adjourn at 7:57 p.m. All members present voting aye. Motion carried 6-0.

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Dianne Tanner, Deputy Town Clerk

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Richard C. Conner, Mayor