

1 | **Appomattox Town Council**
Regular Council Meeting
October 10, 2023

The Appomattox Town Council held a Regular Council meeting on Monday, October 10, 2023, 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

Absent: Nathan A. Simpson

Others: Nathan Harbin; Charles Conrad; Jeff Elder, Facilities Director; Carlton Duck, Alive Media; Kim Ray, Treasurer; R. Terry McGhee, Town Manager; Roxanne W. Casto, Clerk of Council

Mayor Conner called the meeting to order and welcomed everyone to the meeting.

Reverend Duck led the prayer and pledge of allegiance to the flag of the United States of America.

Mayor Conner opened the public hearings and stated the purpose:

Public Hearing 1:

AN ORDINANCE TO AMEND AND REENACT Section 185-185-19 of the Code of the Town of Appomattox, Chapter 185, Article III, Section 19, entitled “Parking in conformity with signs; yellow curb markings”.

Public comments-none

Public Hearing 2:

Amendment to the FY 2024 Budget for the Town of Appomattox - In accordance with §15.2-2506 Code of Virginia, the following is a brief synopsis of the budget amendment by the Town of Appomattox for FY 2024:

General Fund Expenditure Amendments	\$1,108,793.00
Water Fund Expenditure Amendments	\$1,200,956.00
Sewer Fund Expenditure Amendments	\$ 689,788.00
ARPA Fund Expenditure Amendments	\$1,574,994.00
Total Expenditures Amendments	\$4,574,531.00

General Fund Revenue Amendments	\$1,108,793.00
Water Fund Revenue Amendments	\$1,200,956.00
Sewer Fund Revenue Amendments	\$ 689,788.00
ARPA Fund Revenue Amendments	\$1,574,994.00
Total Revenue Amendments	\$4,574,531.00

Public comments-none

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Mayor Conner closed the public hearings.

Mayor Conner welcomed everyone to the meeting and reminded them of a celebratory event of the Railroad Festival. He hopes for a safe time for everyone.

Scheduled Public Appearances:

Nathan Harbin, Harbin Consulting provided a power point of hardscape and landscape solutions for the newly renovated exterior at the Train Depot.

Adoption of the Consent Agenda:

On a motion by Mr. Garrett, seconded by Ms. Spiggle, the Council voted to adopt the consent agenda as presented for October 10, 2023. All members present voting aye. Motion carried 5-0.

Unfinished Business:

Train Depot Advisory Committee-Mary Lou requested the appointment of Kia Scott, Madeline Abbitt, and Mike Kirk. Claudia Puckette requested the appointment of Deborah Addair. Jane Thomas Allen requested the appointment of Stanley Cobbs. Lastly, Mr. McGhee advised Nathan Simpson submitted Terry Jamerson for the appointment.

Mr. McGhee will gather the contact information for those listed above.

Mr. Garrett asked if any rules or guidelines had been set up for the committee. What does the Council want the depot to be used for?

Mrs. Puckette commented that the Council does not know what it could be.

Mr. McGhee stated he could create some guidelines for the advisory committee to consider such as parking, budget, and use of alcohol within the facilities (or not).

Ms. Spiggle stated she thinks the Council should be involved with all the meetings.

By consensus, the Council agreed to table further discussion until the October 24, 2023 workshop meeting.

New Business

On a motion by Mr. Boyce, seconded by Mr. Garrett, the Council voted to adopt an Ordinance to Amend and reenact Section 185-19 of the Code of the Town of Appomattox.

AN ORDINANCE TO AMEND AND REENACT Section 185-185-19 of the Code of the Town of Appomattox, Chapter 185, Article III, Section 19, entitled "Parking in conformity with signs; yellow curb markings".

Be it ordained by the Council of the Town of Appomattox, as follows:

Section 1. *Section 1 of the Code of the Town of Appomattox shall appear as follows:*

Chapter 185: Vehicles and Traffic

Article III. Stopping, Standing, and Parking

§ 185-19. Parking in conformity with signs; yellow curb markings.

- A. *No motor vehicle or other vehicle shall be parked on any of the streets or alleys of the Town at any time except in strict conformity with the signs or markings controlling such parking. Yellow curb marking means "no parking allowed."*
- B. *Any person violating the provisions of this section shall be fined \$50. Any vehicle violating the provisions of this section will be towed away at the expense of the owner thereof.*

Section 2. *Effective Date.*

This ordinance shall become effective October 10, 2023.

All members present voting aye. Motion carried 5-0.

On a motion by Mr. Garrett, seconded by Mr. Boyce, the Council voted to adopt a Resolution 2024-001 amending the FY2024 Operating Budget for the Town of Appomattox:

- 1. *Consideration to adopt a resolution amending the FY 2024 Operating Budget for the General Fund, Water Fund, Sewer Fund, and ARPA Fund for an increase in the depot painting and landscaping, purchase of property, outsourcing of grass cutting, an additional USDA loan and carry forwards from FY 2023 for projects in progress.*
- 2. *WHEREAS, Section 15.2-2507, Code of Virginia, allows that a governing body may amend the budget from time to time,*
- 3. *NOW THEREFORE, BE IT RESOLVED, that the Appomattox Town Council does hereby amend the FY 2024 Operating Budget for the General Fund, Water Fund, Sewer Fund, and ARPA Fund.*

General Fund Expenditures

<i>Downtown Revitalization</i>	<i>319,821</i>	<i>Multi-year grant remaining balance</i>
<i>Depot</i>	<i>21,697</i>	<i>Additional for historical paint</i>

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<i>Depot</i>	5,700	<i>Landscape Plan</i>
<i>Depot</i>	219,469	<i>Carryforward for Depot Construction</i>
<i>LED Street Light Replacement</i>	29,674	<i>Carryforward for LED Street Light Replacement Project</i>
<i>CIP - Backhoe</i>	3,000	<i>Overage for purchase of Backhoe</i>
		<i>Carryforward for work contracted in FY23-reline and reseal pavement</i>
<i>CIP - Pavement Reseal/Reline</i>	30,000	
<i>Contract for Grass (RSG)</i>	14,596	<i>Outsourced Grass Cutting Contract with RSG</i>
<i>Land Purchase</i>	17,864	<i>Purchase of Land</i>
<i>Downtown Revitalization</i>	446,972	<i>Carryforward Downtown Rev. Town Portion</i>
TOTAL	1,108,793	
 <i>General Fund Revenues</i>		
<i>Use of Undesignated Reserve</i>	1,108,793	
<i>Net Increase in Budget</i>	1,108,793	
 <i>Water Fund Expenditures</i>		
<i>Church St. Waterline (Loan #61)</i>	1,156,000	<i>Additional USDA Loan required for cost of project</i>
		<i>Carryforward 1M Gallon Tank Valve, Vault Replacement, & Altitude Valve</i>
<i>CIP - 1M Gallon Tank</i>	30,000	
<i>Contract for Grass (RSG)</i>	14,956	<i>Outsourced Grass Cutting Contract with RSG</i>
TOTAL	1,200,956	
 <i>Water Fund Revenues</i>		
<i>Use of Fund Balance</i>	1,200,956	
<i>Net Increase in Budget</i>	1,200,956	
 <i>Sewer Fund Expenditures</i>		
<i>USDA - I&I Project</i>	641,192	<i>Multi-year grant balance remaining after YE per July spreadsheet</i>
<i>CIP - Basin Influent Valve</i>	19,000	<i>Carryforward for Basin influent Valve (backordered)</i>
<i>CIP - Reseal pavement - SBR Plant</i>	15,000	<i>Carryforward for work contracted in FY23 - reline and reseal pavement</i>
<i>Contract for Grass (RSG)</i>	14,596	<i>Outsourced Grass Cutting Contract with RSG</i>
TOTAL	689,788	
 <i>Sewer Fund Revenues</i>		
<i>Use of Undesignated Fund</i>	689,788	
<i>Net Increase in Budget</i>	689,788	
 <i>ARPA Fund Expenditures</i>		
<i>ARPA - General</i>	157,499	<i>10% of remaining funds as of 6-30-2023</i>
<i>ARPA - Water</i>	708,747	<i>45% of remaining funds as of 6-30-2023</i>

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	708,748	
ARPA - Sewer		45% of remaining funds as of 6-30-2023
TOTAL	1,574,994	

ARPA Fund Revenues	
ARPA Grant Funds	1,574,994
Net Increase in Budget	1,574,994

SECTION XIII: BE IT FURTHER RESOLVED, by the Town Council of Appomattox, Virginia that the Fiscal Year 2024 budget amendments are hereby adopted, and the monies necessary to fund it are hereby appropriated and shall be certified by the Clerk of Council and maintained as an archive document with the official minutes of the Town Council of Appomattox, Virginia.

Amended this ____ day of _____ 2023.

Attest:

Roxanne Casto, Town Clerk

ROLL CALL VOTE:

Allen-yes, Boyce-yes, Spiggle-yes, Garrett-yes, Puckette-yes. Motion carried 5-0.

On a motion by Mr. Garrett, seconded by Mrs. Puckette, the Council voted to select the firm, CHA Consulting, for the development of the Town of Appomattox water study. All members present voting aye. Motion carried 5-0.

Mr. McGhee explained that several Council members have expressed the need to add handicapped park equipment at Kiddie Park. He is planning to meet with a park equipment vendor next week. The council provided consensus for the Town Manager to gather more information.

Council Standing Committee Reports:

ARPA: none

Finance and Planning Committee: none

Physical Development Committee: a firm was chosen tonight to perform the water study

Citizen Comment: none

Town Manager's Report:

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Mr. McGhee outlined his written report from October 10, 2023, specifically speaking to the Brownfield Corridor Study and the Town Hall renovations.

Other Staff Reports:

Mr. Elder explained the issues of a waterline on the Old Courthouse Road-Smart Scale Project. He anticipates it will cost approximately \$60,000 to correct.

On a motion by Mr. Garrett, seconded by Ms. Spiggle, the Council voted to appropriate \$60,000 from water fund undesignated funds.

ROLL CALL VOTE:

Allen-yes, Boyce-yes, Spiggle-yes, Garrett-yes, Puckette-yes. Motion carried 5-0.

Council Comment:

Ms. Allen: The newer streetlights (LED) look nice. She also reminded everyone of the Domestic Violence Vigil (next week).

Mr. Boyce: Expressed his appreciation and unity of this Council. This small-town thing makes things so much easier. He also appreciates all the prayers, concerns, and phone calls.

Mr. Garrett: none

Ms. Spiggle: none

Ms. Puckette: none

Adjournment:

On a motion by Mr. Garrett, seconded by Mrs. Puckette, Council voted to adjourn at 8:10 pm. All members present voting aye. Motion carried 5-0.

Roxanne W. Casto, MMC
Clerk

Richard C. Conner
Mayor