

1 | **Appomattox Town Council
Council Workshop Meeting
February 27, 2018**

The Appomattox Town Council held a Council Workshop meeting on Tuesday, February 27, 2018 at 6:00 p.m. at the Appomattox Municipal Building, 210 Linden Street, Appomattox, Virginia with Mayor Harvey, presiding.

Members present: Timothy W. Garrett, Mary Lou Spiggle, M. Erin Finch, Steven T. Conner and Claudia G. Puckette.

Members absent: C. Lewis McDearmon

Others present: Robin Snyder, Matt Perkins, Nathan Simpson, Barry Letterman, Sheriff; Susan Adams, Jeff Elder, Kim Ray, Town Treasurer; Gary Shanaberger, Town Manager and Roxanne W. Casto, Clerk of Council.

Mayor Harvey called the meeting to order.

Sheriff Letterman provided an update regarding Sheriff's Office activities during the recent months. Three (3) deputies have retired and three (3) new officers are in the academy for training. The current starting salary is \$31,000 but there is a request to increase that amount to \$36,000. He currently has 10 officers below \$36,000 per year. Mr. Garrett commented that the Town may need to consider this issue during budget discussions. Members of the community are invited to attend a meeting on March 8, 2018 for open dialogue on the opioid epidemic.

Matt Perkins, Special Projects Manager, Virginia's Region 2000 Local Government Council provided an update on the Greater Meadowlark Neighborhood Improvement Project. In April 2016, the Town of Appomattox was awarded a \$1,000,000 multi-year grant (\$700,000 for housing rehabilitation and \$300,000 for infrastructure improvements). Phase I must be fulfilled or under contractual obligations by April 13, 2018 before Phase II will be funded.

The program received 20 applications and 15 families have been assisted. The 15 families include 10 elderly, 17 other adults, and 13 children. 10 of the homes are owner occupied and 5 are investor owned (rental) properties. The average amount spent on each home is \$34,000. \$512,000 has been obligated plus administrative costs. \$17,000 has been secured through investors or non-profits to the project. There are two (2) substandard structures under contract for removal. The project has replaced roofs, heating systems, plumbing, weatherization, smoke detectors, refrigerators, stoves and range hoods, ramps, hand bars and toilets, replaced broken windows, termite treatment, bed bug removal and assistance with obtaining homeowners insurance. The Town has actively coordinated Spring and Fall Clean up with residents of the Meadowlark area.

The project will generate approximately \$43,000 through repayment of loans over the next 10 years by way of the deed of trust on each of the homes.

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The engineering firm B & B Consultants is currently working on drawings to correct the 3 areas of storm water backup. This is a component of Phase II.

A compliance review of the grant by the Department of Housing and Community Development is scheduled for the end of March 2018.

Robin Snyder, Superintendent, Appomattox Court House National Historical Park provided a brief update on the Federal Lands Access Program (FLAP). The program has a budget of \$800,000 with design to be completed during the federal fiscal year (October 2018 – September 2019) and construction completed during federal fiscal year (October 2019 – September 2020).

Appomattox County has agreed to be the lead agency on the project and the Virginia Department of Transportation will be the fiscal arm. It is hopeful a memorandum of agreement can be reached within the next three (3) to six (6) months.

The Appomattox Court House National Historical Park will be hosting an open house to gain input on the Comprehensive Site – Wide Trail System on Thursday, March 1, 2018 from 6:00 p.m. – 8:00 p.m. at the American Civil War Museum – Appomattox.

Ms. Snyder also provided handouts of accomplishments for FY 2017 and FY 2018 Programs and Priorities.

Ms. Snyder also spoke on the Appomattox Tourism Committee's efforts to increase tourism and economic development.

Council Concerns – none

Mayor's Comments – On Saturday, April 21, 2018 there will be a kick off event at the Courtland Festival Park with family/children's activities from 12:00 noon – 5:00 p.m. and a beach band with adult beverages beginning at 5:30 p.m.

Staff Reports –

Mrs. Kim Ray, Town Treasurer gave a financial report for FY 2018 as of December 31, 2017 and another financial report for January 2018. She is working on delinquent account processing for taxes, business licenses and personal property taxes. The statute of limitations is longer for Real Estate taxes, but those delinquencies are on the radar.

Gary Shanaberger, Town Manager reported on the following:

- Three (3) proposals were received for the Water and Sewer Rate Study from engineering firms under the Town's Basic Ordering Agreement. The firms would need one full year of Internal Service Fund financial data to use for the Study. Council provided a consensus to award the study to Hurt & Proffitt, Inc. for \$9,300.00. Hurt & Proffitt, Inc.

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offered to maintain the study for \$1,500.00 per year. Hurt & Proffitt, Inc. is also willing to wait until July 1, 2018 to invoice the Town for the study.

- The Appomattox Children's Park contract documents for the restrooms have been finalized.
- The Physical Development Committee will meet on Saturday, March 3, 2018 at 8:45 a.m. at the Appomattox Municipal Building, 210 Linden Street, Appomattox, Virginia.
- The curbside trash collection customer service has improved greatly. The Town is receiving fewer phone calls from residents.

On a motion by Mr. Garrett, seconded by Mr. Conner, Council voted to adjourn at 7:30 p.m. All members present voting aye. Motion carried 5-0.

Roxanne W. Casto, MMC
Clerk of Council

Paul D. Harvey, Mayor