

1 | **Appomattox Town Council  
Workshop Meeting  
August 27, 2019**

The Appomattox Town Council held a Workshop meeting on Tuesday, August 27, 2019 at 6:00 p.m. at the Appomattox Municipal Building, 210 Linden Street, Appomattox, Virginia with Mayor Harvey, presiding.

Members present: Jonathan Garrett, James J. Boyce, Sr., Mary Lou Spiggle, Timothy W. Garrett, Steven T. Conner.

Absent: Claudia G. Puckette.

Others present: Bruce Drinkard, Michelle Payne, Carlton Duck, Jeff Elder, Kim Ray, Treasurer; Gary Shanaberger, Town Manager and Roxanne Casto, Clerk.

Mayor Harvey called the Workshop meeting to order.

Mayor Harvey opened the public hearing and stated the purpose:

Notice is hereby given that the Town Council of the Town of Appomattox, Virginia (the “Council”) will hold a public hearing to receive public comment and to consider the adoption of: (1) a proposed Resolution (the “Interim Note Authorizing Resolution”) authorizing the issuance by the Town of an aggregate not-to-exceed \$2,500,000 Town of Appomattox, Virginia Promissory Note (the “Interim Note”) to the Farmers Bank of Appomattox (the “Bank”), and (2) a proposed Resolution (the “Bond Authorizing Resolution”) authorizing the issuance by the Town of Appomattox, Virginia (the “Town”) of an aggregate not-to-exceed \$3,780,000 Town of Appomattox, Virginia Sewer Revenue Bond, Series 2017, in one or more series (the “Bond”), to the United States of America, acting through Rural Utilities Service, an Agency of United States Department of Agriculture (“RUS”).

The Town shall use the proceeds of the Interim Note and the Bond, together with other monies lawfully available to the Town to pay capital costs in order to provide a portion of the funds needed by the Town to (i) acquire, construct, rehabilitate, and equip various improvements to the Town’s sewer system and facilities related thereto, including but not limited to Trickling Filter Sanitary Sewer Basin Rehabilitation – Phase I – Repairs to the sanitary sewer collection system and Phase II – The construction of a sanitary sewer pump station and associated force main and (ii) pay issuance costs in connection with the Interim Note and the Bond (collectively, the “Project”).

The Bank has offered to provide interim financing for the Project represented by the Interim Note in an original principal amount up to \$2,500,000. The interest on the Interim Note shall be 2.250% per annum for a term up to 12 months. The payment of the principal of and interest on the Interim Note shall be unsecured.

The Bond would be issued by the Town pursuant to the terms of a letter to the Town dated April 29, 2015, amended letter dated July 17, 2018 from RUS (the “Letter of Conditions”) and further, the provisions of the Bond Authorizing Resolution and the Form RD 1780-27 Loan Resolution, as required by RUS to set forth the form and details of the Bond to be considered for

approval by the Council on August 27, 2019 during the workshop meeting thereof. The Town will also consider approval of the Form RD 1780-12 Grant Agreement.

As set forth in the Letter of Conditions, RUS has advised that the Project is eligible for permanent, long-term financial assistance which shall consist of a \$3,780,000 loan represented by the Bond and a grant in an amount up to \$1,879,000, subsequent RD grant not to exceed \$3,501,000 for a total funding award for the Project in an amount up to \$9,160,000. The interest on the \$3,780,000 loan to be represented by the Bond shall be 2.125% per annum for a term up to 40 years. The payment of the principal of and the interest on the Bond shall be secured by a pledge of the revenues of the Town's sewer system on parity with all other obligations of the Town secured by revenues of the Town's sewer system. The Town also shall provide for the establishment and maintenance of reserve accounts in connection with the Bond, as required under the Letter of Conditions.

The public hearing, which may be continued or adjourned, will be held on Tuesday, August 27, 2019 at 6:00 p.m., at the Appomattox Municipal Building, located at 210 Linden Street, Appomattox, Virginia 24522. Any person interested in the Project, the Town's issuances of the Interim Note or the Bond, or any other matters in connection with such total financial assistance to the Town (all as described above) may appear at the hearing and present his or her views. The Council may set time limits on speakers and other rules and procedures for the conduct of this public hearing.

Information regarding the Project, including such total interim and permanent financial assistance, may be inspected by the public at the Appomattox Municipal Building located at the address given above. Written comments may be forwarded to the Council prior to the public hearing in care of the Town Manager at the address given above.

There were no public comments.

Mayor Harvey closed the public hearing.

On a motion by Councilmember Spiggle, seconded by Councilmember J. Garrett, Council adopted a resolution authorizing a \$2.5 million-dollar operating line of credit with the Farmers Bank of Appomattox. Town Council authorized any two of the four following individuals to sign any necessary documents associated with this line of credit on behalf of the Town of Appomattox: Paul D. Harvey, Mayor; Timothy W. Garrett, Vice-Mayor; Gary Shanaberger, Town Manager; Kimberley Ray, Town Treasurer.

Vote: J. Garrett – aye, Boyce – aye, Spiggle – aye, T. Garrett – aye, Conner – aye, Puckette – absent. Motion carried 5-0.

#### Resolution amending the FY 2019 Operating Budget

On a motion by Councilmember Conner, seconded by Councilmember T. Garrett, Council voted to adopt the following budget resolution:

3 | **Appomattox Town Council  
Workshop Meeting  
August 27, 2019**

Consideration to adopt a resolution amending the FY 2019 Operating Budget for the Sewer Fund for FY 2018-2019 for the carry forward of funding of incomplete projects from FY 2018

WHEREAS, Section 15.2-2507, Code of Virginia, allows that a governing body may amend the budget from time to time

NOW THEREFORE, BE IT RESOLVED, that the Appomattox Town Council does hereby amend the FY 2019 Operating Budget for the Sewer Fund for FY 2018-2019 for the carry forward of funding for incomplete projects

Sewer Fund Expenditures

31-7000-6141 I & I Project - Engineering	\$205,874.78
--	--------------

Total Net Increase in Expenditure Budget	<u>\$205,874.78</u>
--	---------------------

Sewer Fund Revenues

31-5901-0000 Use of Beginning Balances	\$205,874.78
--	--------------

Total Net Increase in Revenue Budget	<u>\$205,874.78</u>
--------------------------------------	---------------------

***SECTION XIII:***

BE IT FURTHER RESOLVED, by the Town Council of Appomattox, Virginia that the Fiscal Year 2019 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 27th day of August 2019.

Vote: J. Garrett – aye, Boyce – aye, Spiggle – aye, T. Garrett – aye, Conner – aye, Puckette – absent. Motion carried 5-0.

Resolution amending the FY 2020 Operating Budget

On a motion by Councilmember T. Garrett, seconded by Councilmember Conner, Council voted to adopt the following budget resolution:

Consideration to adopt a resolution amending the FY 2020 Operating Budget for the General Fund and Sewer Fund for FY 2019-2020 for the carry forward of funding of incomplete projects from FY 2019

WHEREAS, Section 15.2-2507, Code of Virginia, allows that a governing body may amend the budget from time to time

NOW THEREFORE, BE IT RESOLVED, that the Appomattox Town Council does hereby amend the FY 2020 Operating Budget for the General Fund and Sewer Fund for FY 2019-2020 for the carry forward of funding for incomplete projects

4 | **Appomattox Town Council  
Workshop Meeting  
August 27, 2019**

General Fund Expenditures

10-5000-8000 CDBG/Meadowlark \$ 257,767

Sewer Expenditures

31-7000-6140 I & I Project – Engineering \$ 147,220  
31-7000-6142 I&I Project – Construction \$ 758,271  
Total Net Increase in Expenditure Budget \$ 1,163,258

General Fund Revenues

10-3806-0000 CDBG/Meadowlark \$ 257,767

Sewer Fund Revenues

31-5901-0000 Use of Beginning Balance \$ 147,220  
31-5804-0000 USDA \$ 758,271  
Total Net Increase in Revenue Budget \$ 1,163,258

***SECTION XIII:***

BE IT FURTHER RESOLVED, by the Town Council of Appomattox, Virginia that the Fiscal Year 2020 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 27<sup>th</sup> day of August 2019.

Vote: J. Garrett – aye, Boyce – aye, Spiggle – aye, T. Garrett – aye, Conner – aye, Puckette – absent. Motion carried 5-0.

Committee Reports:

On a recommendation by the Finance & Planning Committee, Council voted to approve a payment plan for a utility customer who experience a burst water hose. All members present voting aye. Motion carried 5-0.

Council Concerns:

None

Staff Reports:

Mrs. Kim Ray, Town Treasurer provided the financial report as of July 31, 2019.

Mr. Jeff Elder, Facilities Director – no report

Mrs. Casto, Clerk – Written report provided

Mr. Gary Shanaberger provided updates on the following items:

- He continues to speak with companies about the possibility of fireworks for July 4, 2020. There are several companies no longer coming to Virginia. The Cole's are agreeable to the Town using their field for the demonstration/staging.

- Downtown Revitalization Grant – Staff met with DHCD and has 90 days to get under contract. There is preliminary paperwork to complete within the 90 days. The next committee meeting is scheduled for Wednesday, September 11, 2019 at 5:30 p.m. at the Appomattox Visitor's Center. Mr. Shanaberger acknowledged the work of the committee, EDA, and Town Council for their commitment to the project.
- Vultures – USDA is waiting for the Town to combat the feral cat issue and then they will arrive in Appomattox to contend with the vultures. VRSA awarded a grant to the town in the amount of \$2,000. This project will cost the Town \$600.00.
- ROSE Project, Inc. – The ROSE garden committee met and will schedule another meeting again in 30 days.
- Meadowlark Project – A contract has been selected for the last phase of work regarding grading and drainage. The project is expected to be complete in December 2019.
- Staff has been working hard with the ongoing projects.

Council provided consensus to move forward with the referendum for November Town Council elections and staggered terms for Council Members. The Town Attorney will draft the necessary documents.

On a motion by Mr. Conner, seconded by Mr. J. Garrett, Council voted to adjourn at 6:40 pm. All members present voting aye. Motion carried 5-0.

---

Roxanne W. Casto, MMC  
Clerk of Council

---

Paul D. Harvey, Mayor