

1 | **Appomattox Town Council**  
**Regular Council Meeting**  
**January 10, 2022**

The Appomattox Town Council held a Regular Council meeting on Monday, January 10, 2022 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., Timothy W. Garrett, Claudia G. Puckette, Nathan A. Simpson, Mary Lou G. Spiggle, Aaron M. Tilton.

Others: Carlton Duck, Drew Dearing, Alive Media TV; Charles Conrad, Times Virginian; Frank A. Wright, Jr., Town Attorney; Jeff Elder, Facilities Director; Kim Ray, Town Treasurer; Christy Torrence, Office Manager; and Roxanne W. Casto, Interim Town Manager/Clerk of Council.

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

Mayor Conner opened the public hearing.

The purpose of this public hearing was to receive public comments concerning the following: **Amendment to the FY 2022 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 2022:

General Fund Expenditures Amendments	57,288.00
Water Fund Expenditures Amendments	6,100.00
Sewer Fund Expenditures Amendments	9,650.00
<b>Total Expenditures Amendments</b>	<b>73,038.00</b>
General Fund Revenue Amendments	57,288.00
Water Fund Revenue Amendments	6,100.00
Sewer Fund Revenue Amendments	9,650.00
<b>Total Revenue Amendments</b>	<b>73,038.00</b>

Documentation is available at the Appomattox Municipal Building, Town Office, 210 Linden Street from 8:30 a.m. until 4:30 p.m., Monday through Friday. If there are any questions, please contact Roxanne W. Casto, Interim Town Manager at 434-352-8268.

Staff presentation: Mrs. Casto stated the amendment is to accommodate the cost of living and to alleviate any compression issues.

Questions from Council Members: None

Council discussion:

On a motion by Mr. Garrett, seconded by Ms. Spiggle, Council voted to place the matter on a future agenda for action. All members present voting aye. Motion carried 6-0.

Mayor Conner closed the public hearing.

Rev. Carlton Duck led the prayer and Pledge of Allegiance to the Flag of the United States of America.

Mayor's Comments:

Welcome everyone. The Governor is calling for a 30-day extension to the emergency order for the Commonwealth. We will be adhering to the order. The Town has continued its operations despite the health of some in our community.

Scheduled Public Appearances - none

Adoption of the Consent Agenda:

On a motion by Mr. Boyce, seconded by Mr. Garrett, Council voted to adopt the consent agenda for Monday, January 10, 2022 as presented. All members present voting aye. Motion carried 6-0.

Unfinished Business – none

New Business:

On a motion by Ms. Spiggle, seconded by Mr. Garrett, Council voted to adopt a FY 2022 Budget Amendment Resolution 2022-002:

1. Consideration to adopt a resolution amending the FY 2022 Operating Budget for the General Fund, Water Fund, and Sewer Fund for funding of a 6% cost of living adjustment increase along with adjustments within the pay structure to alleviate compression for the remainder of FY 2022.
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 2022 Operating Budget for the General Fund, Water Fund, and Sewer Fund.

**General Fund Expenditures**

10-4100-1010	Administration Salaries	\$	17,550.00
10-4100-2010	FICA	\$	1,200.00
10-4100-2020	VRS	\$	750.00
10-4100-2040	Life Ins.	\$	200.00
10-4500-1010	Tourism Salaries	\$	1,463.00
10-4500-2010	FICA	\$	250.00
10-4700-1010	Public Works Salaries	\$	31,625.00
10-4700-2010	FICA	\$	2,250.00
10-4700-2020	VRS	\$	1,500.00

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10-4700-2040	Life Ins.	\$	<u>500.00</u>
Net Increase in Budget		\$	<u>57,288.00</u>

**General Fund Revenues**

Use of Undesignated Reserve	\$	<u>57,288.00</u>
Net Increase in Budget	\$	<u>57,288.00</u>

**Water Fund Expenditures**

30-6000-1010	Water Salaries	\$	5,200.00
30-6000-2010	FICA	\$	650.00
30-6000-2020	VRS	\$	200.00
30-6000-2040	Life Ins.	\$	<u>50.00</u>
Net Increase in Budget		\$	<u>6,100.00</u>

**Water Fund Revenues**

Use of Undesignated Reserve	\$	<u>6,100.00</u>
Net Increase in Budget	\$	<u>6,100.00</u>

**Sewer Fund Expenditures**

31-7000-1010	Sewer Salaries	\$	8,500.00
31-7000-2010	FICA	\$	900.00
31-7000-2020	VRS	\$	200.00
31-7000-2040	Life Ins.	\$	<u>50.00</u>
Net Increase in Budget		\$	<u>9,650.00</u>

**Sewer Fund Revenues**

Use of Undesignated Reserve	\$	<u>9,650.00</u>
Net Increase in Budget	\$	<u>9,650.00</u>

**SECTION XIII:** BE IT FURTHER RESOLVED, by the Town Council of Appomattox, Virginia that the Fiscal Year 2022 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 \_\_\_\_\_ 2022.

Attest:

\_\_\_\_\_  
Roxanne Casto, Town Clerk

Roll Call Vote: Boyce – yes, Garrett – yes, Puckette – yes, Simpson – yes, Spiggle – yes, Tilton – yes. Motion carried 6-0.

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On a motion by Ms. Spiggle, seconded by Mr. Garrett, Council voted to reappoint Linda Lipscomb to the Town of Appomattox Planning Commission, effective immediately with a term ending December 31, 2026. All members present voting aye. Motion carried 6-0.

On a motion by Mrs. Puckette, seconded by Mr. Garrett, Council voted to amend the Code of the Town of Appomattox, Chapter 190, thereof, entitled Water and Sewer, Article V – Wastewater Treatment, specifically 190-121 Restricted Discharges. All members present voting aye. Motion carried 6-0.

On a motion by Ms. Spiggle, seconded by Mr. Garrett, Council voted to amend the Code of the Town of Appomattox – Chapter 190, thereof, entitled Water and Sewer, Article V – Wastewater Treatment, specifically 190-122 Categorical Pretreatment Standards. All members present voting aye. Motion carried 6-0.

Council Standing Committee Reports:

Finance & Planning Committee - None  
Physical Development Committee - None  
ARPA Committee - None

Citizen Comment:

None

Town Manager's Report:

Mrs. Casto reported on the following item:

- The Town of Appomattox Economic Development Authority has a vacancy. The vacancy will be posted and applicants for consideration will be presented at the February 7, 2022 Council meeting.
- A Town vacancy still exists on the Board of Zoning Appeals. If you know of a Town resident willing to fulfill this vacancy, please let me know.
- Mayor Conner, Mrs. Puckette, Mr. Garrett, Ms. Spiggle, and I attended the dedication ceremony of Engine 1 by the Appomattox Volunteer Fire Department on Saturday, January 8, 2022.

Council Comment:

Tilton – None

Boyce – None

Garrett – Our thoughts and prayers are for Rev. Duck and his family over the next few weeks.

Spiggle – Agreed with Mr. Garrett.

Simpson – None

Puckette – None

Closed Session:

On a motion by Garrett, seconded by Puckette, Council voted to convene in Closed Session for consultation with legal counsel retained by the Town of Appomattox regarding specific legal matters requiring the provision of legal advice by such counsel, specifically involving legal issues relating to the hiring of a new Town Manager, pursuant to Section 2.2-3711 (A) 8 of the Code of Virginia.

Vote: Tilton – yes, Boyce – yes, Spiggle – yes, Garrett – yes, Simpson – yes, Puckette – yes.  
Motion carried 6-0.

The meeting as reopened to the public.

Closed Session Certification:

Council Member Spiggle made the following motion:

WHEREAS, the Council of the Town of Appomattox has convened a closed meeting on this date, pursuant to an affirmative recorded vote and in accordance with the provisions of the Virginia Freedom of Information Act; and

WHEREAS, Section 2.2-3712 of the Code of Virginia requires a certification by Town Council that such closed meeting was conducted in conformity with Virginia law;

NOW, THEREFORE, BE IT RESOLVED that the Appomattox Town Council hereby certifies that to the best of each members knowledge: (1) Only public business matters lawfully exempted from open meetings requirements by Virginia law were discussed in the closed meeting to which this certificate resolution applies, and (2) only such public business matters as were identified in the motion convening the closed meeting were heard, discussed, or considered by this council.

The motion was seconded by Council Member Puckette and Council by the following recorded vote adopted the motion:

Vote: Tilton – yes, Boyce – yes, Spiggle – yes, Garrett – yes, Simpson – yes, Puckette – yes.  
Motion carried 6-0.

Adjournment:

On a motion by Councilmember Garrett, seconded by Councilmember Spiggle, Council voted to adjourn at 7:35 p.m. All members present voting aye. Motion carried 6-0.

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Roxanne W. Casto, MMC  
Clerk

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Richard C. Conner  
Mayor