

Appomattox Workshop meeting Agenda

Appomattox Municipal Building, 210 Linden Street, Appomattox, Virginia 24522

Tuesday, November 23, 2021

6:00 PM - Workshop meeting

(Location: Appomattox Municipal Building, 210 Linden Street, Appomattox, Virginia 24522)

Call to Order

Scheduled Public Appearances

Robin Snyder, Superintendent, Appomattox Court House National Park Service

Discussion Items

- Consideration to appoint Jacob Ranson to the Town of Appomattox Planning Commission, to fill the unexpired term of S. L. Ferguson ending on December 31, 2021.
- 2. Discussion and Consideration to approve the Garbage Collection Policy.
- 3. Discussion and Consideration of a request for equipment to film and air Council meetings.
- 4. Discussion and Consideration of the design for the flag poles and signage for the Appomattox Town Office.
- Discussion of amendments to the Code of the Town of Appomattox, Chapter 190 -Water and Sewer, Section 121 and 122.

Council Comments

Council Standing Committee Reports

Staff Reports

Adjournment

1. Consideration to appoint Jacob Ranson to the Town of Appomattox Planning Commission, to fill the unexpired term of S. L. Ferguson ending on December 31, 2021.



Town of Appomattox Application Form – Planning Commission

Please complete and mail this form to:

Town of Appomattox, Attn: Roxanne W. Casto, Town Clerk, P. O. Box 705,

Appomattox, VA 24522; fax to (434) 352-2126 or email

rcasto@appomattoxva.gov.

Date: 11/03/0001
Name: Tacob Ranson
Application for: Town of Appomattox Planning Commission
Home Address: 219 Plant Dr. Apponatton, VA
Home Address: 219 Plant Dr. Appenattox, VA Occupation: Data Scientist Associate Employed By: General Dynamics Toformation Tech. Home Phone No. 434-665-2373 Business Phone No. 11/1
Home Phone No. 434-665-3373 Business Phone No. N/A
Fax No. N/A E-Mail Address: jacobranson 2- Egmail
Do you live in the Town of Appomattox? Yes No
Do you own real property in the Town of Appomattox? Yes No
What talent(s) and/or experience can you bring to the Planning Commission?
I have extensive experience utilizing data
to drive business decisions. The inside
I derive from advanced analytics have
I derive from advanced analytics have helped shape billion-dollar businesses; noperally I can do the same for the Town.
nopenuly I can do the same for the Town.

community that may not be evident from information already on this form?
I have a unique perspective due to
time lived elsewhere in the commonwealth
Please use this space for any additional information you would like to provide:
Please use this space for any additional information you would like to provide: Tam a multi-generational citizen of Apponation. I we this town and will live the rest of my life here.
Are you willing to commit the time to attend meetings, planning sessions, site visits pertaining to applications?
Have you served on any other board or commissions? No Page 2 of 2
What are your interests/other community activities? <u>Farming</u> - both cattle and timber
Are you a registered voter? Yes No
A resume or separate sheet of additional information may be included.

What do you feel you can contribute to the Planning Commission and to the

Jacob Ranson

434-665-2373 | jacobranson2@gmail.com | https://www.linkedin.com/in/jacobranson/

SUMMARY

Jacob Ranson is a tenacious data scientist with a proven track record of automating processes for multibillion-dollar industry leaders using SQL, Alteryx, Tableau, and Power BI. In addition to being an SME for reporting KPIs such as fill rate, on time delivery, and load tracking, he led the supply chain migration toward advanced reporting practices so that customers could receive faster, more accurate information. He currently leverages his analytical skillset in a position that optimizes customer experience while decreasing waste and maximizing profits for one of the largest government contractors in the world.

EDUCATION

William and Mary, Raymond A. Mason School of Business

Master of Science, Business Analytics

GPA: 3.77/4.00 May 2019

Individual Technical Project:

Conducted a socio-economic analysis of patient readmission for a \$10B healthcare provider; imported the raw data into SQL for initial assessment, transformed the data with Alteryx, and presented the findings with Tableau Capstone Team Project:

Built a working model and application for a leading sports equipment fitter using supervised and unsupervised machine learning techniques in R programming such as principle component analysis and regression; the algorithm allows for equipment to be 'fit' online using minimal inputs from the customer with an accuracy comparable to in-person fitting

Hampden-Sydney College May 2018

Bachelor of Arts, Economics and Business, Cum Laude

GPA: 3.33/4.00

EXPERIENCE

General Dynamics Information Technology, Chantilly, VA

Data Scientist Associate

Sep 2021 – Current

Jun 2021 – Sep 2021

Led a project forecasted to save \$20,000 annually and retain numerous pricing contracts; structured the raw data
with Alteryx, loaded clean data into SQL, used KNN clustering and linear regression to identify rogue expenditure,
forecasted savings with Power BI, and presented with Tableau

Smithfield Foods, Smithfield, VA

Supply Chain Analyst May 2019 – May 2021

- Developed a load tracking report that actively provides real-time truck location information to customers and reduces labor by 140 hours weekly (\$120,000+ annual savings)
- Simplified weekly cadenced reporting from 116 reports to 11 reports by converting manual SAP/Excel processes
 to scheduled Power BI dashboards fed by SQL which reduces labor by 25 hours weekly
- Rapidly designed and owned a new method of allocation reporting that is now the gold standard for shortage reporting within the company; the 550+ recipients can dynamically view allocations, orders, deliveries, and shortages all at once to immediately convey to the customer
- Created and implemented a comprehensive training plan to guide the company toward more advanced reporting software such as Power BI, resulting in information being available hours or days ahead of time; conducted training sessions for entire departments (60+ individuals per training)
- Improved fill rate visibility by pinpointing low performing geographical regions to avoid targeted advertising on specific product lines; this actively reduces advertising expenses and increases consumer satisfaction
- Rather than spend tens of thousands on robotic process automation to create new reporting, built a completely
 hands-off approach using software that is already in widespread use within the company

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2. Discussion and Consideration to approve the Garbage Collection Policy.

Town of Appomattox GARBAGE COLLECTION POLICY

RESIDENTIAL and BUSINESSES: One garbage collection pickup per week will be provided to each household and business unless otherwise noted. Garbage will be collected on Tuesday of each week. On the day of residential and business collection the roll-out cart must be placed at the curb by 7:00 a.m. and removed from the curb by 12:00 midnight that same day. Each household/business is issued one 96-gallon roll-out cart for garbage. Additional roll-out carts may be purchased by calling the Town of Appomattox Public Works Department (352-8393). The Town of Appomattox should be contacted for minor maintenance on the receptacles such as wheels and caps. Residents/Businesses who misuse these receptacles may be liable for the cost or repair. Residents/Businesses must use the storage receptacle provided by the Town. Only the black roll-out cart with the green lid will be dumped. Please bag and tie all trash to be put in the roll-out cart as this helps keep the roll-out clean and trash cannot fly out in the process of being dumped. It is the resident's/business owner's responsibility to keep the roll-out cart clean.

Additional Receptacle Information:

- Each household/business is issued one 96-gallon roll-out cart for garbage.
- Additional receptacles are available for \$10 per cart per month
- Rental fees for additional carts will be billed monthly on the customer's utility bill.
- Residents are limited to (2) receptacles total per address.
- Apartments are limited to (1) receptacle per unit.
- Businesses are limited to (4) receptacles total per address.
 - o Businesses that require more capacity will contract with County Waste or a provider of their choice directly for dumpster services
 - o County Waste offers a Town of Appomattox discount for in-town businesses

GARBAGE COLLECTION RULES

To effectively serve all patrons, the Town of Appomattox requires compliance to the following regulations:

- The roll-out cart storage receptacle is not to be placed in the gutter so as to prevent the flow of water or traffic problems.
- When a scheduled collection falls on a holiday, notification of any changes will be advertised by local news media.
- Collection of dirt, turf, rocks, trade waste, building materials and like materials or by-products generated by a contractor will not be picked up by the waste collection company contracted by the Town of Appomattox.
- All garbage items are to be bagged, tied, and placed in a roll-out cart receptacle at curbside for collection.
- Collection refuse cannot exceed a one-man lift.
- In business areas: All corrugated cardboard boxes shall be folded flat and tied in bundles with twine. If twine is not used, the boxes shall be folded flat and placed inside of another cardboard container. Where there are large quantities of loose paper, sufficient boxes may be left intact to hold such paper, and will be collected as garbage.
- No industrial wastes shall be collected by the waste collection company contracted by the Town of Appointance.

- Garbage shall be placed in the roll-out cart storage receptacle provided by the Town. These
 receptacles shall be kept closed in order to keep out water, animals and insects, except while being
 filled or emptied, and shall be kept clean by the resident in order to comply with health and
 sanitation requirements. All garbage must be placed in a plastic bag before being placed in a rollout cart.
- All rubbish not subject to decay or fermentation may be placed in a box or bag container, provided that the container and contents do not weigh more than fifty pounds: further provided, that the container is equipped with a cover to prevent the scattering of the contents. Boxes and bags will be of sufficient strength to withstand the weight of the contents when being handled by the collection crew. Grass clippings must be boxed or bagged and placed inside of the roll-out carts. The container that rubbish is placed in will be discarded. Plastic cans or wheelbarrows will not be dumped.
- Rocks, concrete, car parts, appliances, etc. or hot ashes, charcoal, or any substance that would ignite, are not acceptable for disposal and will not be collected by the waste collection company contracted by the Town of Appomattox.
- No liquid shall be placed in any receptacle.
- On your regular collection day, place your roll-out receptacle curbside, prior to the arrival of the refuse truck (the collection crews commence in residential areas at 7:00 a.m.). Where alleys are in use at the rear of the property, the roll-out cart shall be placed on the property near the alleyway, but in no case such roll-out carts be placed in the alleyway or on the street. The roll-out cart receptacle is designed to accommodate 200 pounds maximum.
- If the roll-out cart is not at the designated place for collections, it will be assumed that no service is needed on your collection day, and return trip will not be made until the next regular scheduled pick-up day. Roll-out carts are to be removed from curbside by midnight the same day of collection.
- All debris placed at the curb for collection must not create a SAFETY HAZARD.
- Only the refuse that is in the roll-out cart will be picked up on a regular basis. An occasional extra amount will be taken if bagged and placed on top of or beside the roll-out cart. Additional roll-out carts may be purchased by contacting the Town of Appomattox at 352-8393.
- In any case of a change of residency or business owner, contact the Public Works Office so that the roll-out cart may be reclaimed and reissued. The roll-out cart is to remain at the location it is placed. Do not remove carts from their designated/assigned location.

Leaf Collection

LOOSE LEAF COLLECTION – NOVEMBER 1 THRU JANUARY 31

• Loose leaves should be raked to the curb but not into the street or blocking driveways. Leaf piles should be free of sticks or rocks and be separate from brush piles.

BAGGED LEAF COLLECTION – NOVEMBER 1 THRU JANUARY 31

- Bagged leaves shall be bagged and tied in clear bags and placed at curbside for pickup. The Town will provide replacement bags (for each bag used) for those who wish to bag leaves and they will be left at your residence during collection.
- The Town of Appomattox will have leaf collection in all areas at least once a week.

4. Discussion and Consideration of the design for the flag poles and signage for the Appomattox Town Office.



I. H. McBride Sign Company Inc.

P. O. Box 622 Lynchburg, VA 24505
Ph: (434) 847-4151
FAX: (434) 845-6980
Web: http://www.mcbridesigns.com

Page 1 of 1

	Outco 7					
Created Date: Salesperson: Email: Not Specified:		6/3/2021 4:52:05PM Tony McBride tg@mcbridesigns.com N/A	Prepared For: Contact: Office Phone:	Town of Appomattox Tori Rothgeb, Administrative (434) 365-28393		
Entered by: Christopher Woodall Address: trothgeb@appomattoxva.gov Address: P. O. Box 705 Appomattox, VA 24522						
Descri	ption: L	etters for brick wall				
1	1	et: General Sales ption: Acrylic Letters 1/2 thick, painted white, blind stud				
		"Town of Appomattox" - Letters 5 "Town Hall" - Letters 4 1/2" Appomattox Town Seal with 3M di	1/2" igital print with clear vinyl UV guard c	on face- 22" Diameter		
		Price \$1,175.00				
2		et: Installation otion: Installation - \$500.00				
				Estimate Total:	\$1,675.00	
				Subtotal: Total:	\$1,675.00 \$1,675.00	

SIGN:

Other:

Print Date: 6/3/2021 4:53:17PM

Client Reply Request

Payment Terms: UPON RECEIPT

Changes required, please contact me.

Estimate Accepted "As Is". Please proceed with Order.

Date:

1 1

Tori Rothgeb

From:	
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Ryan Atkins <atkins865@gmail.com>

Sent:

Wednesday, July 7, 2021 12:01 PM

To:

Tori Rothgeb

Subject:

Re: Brick Sign Quote

- Confirmed 9/13/21 Still accurate quote

Follow Up Flag:

Follow up

Flag Status:

Completed

The price is 3800.00 need to pick out brick at Boxley. If it's a standard brick they may have them in stock.

Thanks,

Ryan Atkins

On Wed, Jul 7, 2021 at 10:54 AM Tori Rothgeb trothgeb@appomattoxva.gov wrote:

Hello,

I just wanted to check to see if we could get a quote for the brick portion of the of the attached sign.

Thanks,

Tori Rothgeb

Admin. Asst. - Public Works Dept

Town of Appomattox

PO Box 705 - 1799 Church St

Appomattox, VA 24522

434-352-8393 (Phone)

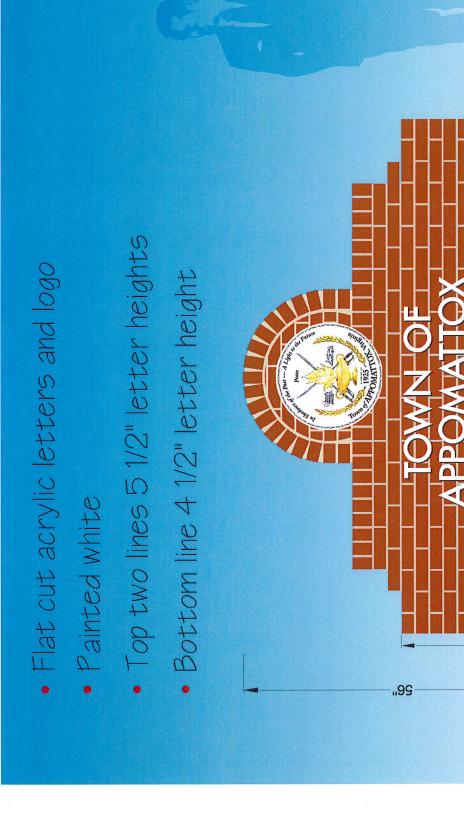
434-352-5256 (Fax)

trothgeb@appomattoxva.gov

From: Tori Rothgeb

Sent: Friday, June 4, 2021 5:04 PM

Town of Appomattox



Drawing Number: 1

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.92

Date: 6321

Town of Appomattox

MCBRIDE SIGN COMPANY

Client Name:

Location: Appomattox, Va

Client Approval

Chris Woodall Sales Rep:

Design: Chris Woodall chris@mcbridesigns.c



South Amherst Hwy. (434) 847-4151 phone Madison Hts., Va. 24572 (434) 845-6980 fax

Scott Newsome Masonry LLC.

2161 Mountain View Rd. Powhatan, VA. 23139 (804)350-4290

Estimate



Customer Name:

Town of Appomattox

This estimate is good for thirty days. We will not be held responsible for any permits required for this project, or HOA applications.

The payment terms are as follows 40% down, 60% upon completion

This estimate includes labor and material needed for this project

Masonry work	Amount
Footings for sign	\$1,850.00
Brick sign base	\$4,665.00
Dimensional letters labor and material to produce 3/8 thick aluminum letters painted white. "Town of Appomattox "will be 5" letters and "Town Hall" will be 4" letters	\$3,350.00
Labor to install letters with flush mount studs	\$650.00
Sales tax on taxable items at 5.3%	\$177.55

\$10,692.55

President
Scott Newsome

8/27/2021

Date



328 Elizabeth Brady Road PO Box 820 Hillsborough, NC 27278 Voice: 800.628.3524 Fax: 919.732.5526 www.carrot-top.com

Quote To

TOWN OF APPOMATTOX PO BOX 705 APPOMATTOX VA 24522 US

Quote

Date	Page	Number
10/28/2021	1	Q50061

Ship To

Attn: MIRANDA ALMOND

TOWN OF APPOMATTOX- PUBLIC WORKS

1799 CHURCH ST.

APPOMATTOX VA 24522

US

Account	Quoted	Expiration	Telephone	CSR Agent	Terms of Sale	Ship Via
615083	10/27/21	12/26/21	434.352.8393	Tonya	NET 30	FLAGPOLE MOTOR
Item #	Des	scription		UM	QOR Price	Amount
AH140	7"		SATIN COMMERCI FOP, .156" WAI		2 2748.490	5496.98
WHA DEL	S TWO-PIECE T SIZE FLAC LIVERY TIME	E POLE G WILL BE FLO IS	COMES COM	SINESS DAYS	ALL ACCESSORIES TO I	
	Cor	ITEM, TO II REGU: MOTO: DELI' TO AI TRUC! CONT: DAMAG FREIGON TI REGU:	S WILL BE DELI NTERSTATE COMM LATIONS, COMMO R FREIGHT ARE VERY ONLY. THI RRANGE TO UNLO K. IMMEDIATELY ENTS OF YOUR F GED IN ANY WAY GHT CARRIER; A HE CARRIER'S F LATIONS, ANY I	VERED BY MOMERCE COMMISSION CARRIERS RESPONSIBLES MEANS THAT OF A YOUR ORD OPEN AND PACKAGE. IF ANY DAMAGE SELL OF LADS DAMAGE MUST	DELIVERING VIA E FOR THE AT YOU WILL NEED DER FROM THE INSPECT THE YOUR ORDER IS EPORT IT TO THE SHOULD BE NOTED ING. PER ICC BE REPORTED	
					THE PACKAGE(S). AGPOLE(S) FROM	

THE CORRUGATED PACKAGING. THIS WOULD PREVENT

DELIVERY TIME IS APPROX. 2 WEEKS PLUS

MUST ORDER QUANTITY TO GET PRICE BREAK.

< Quote Number Q50061 Continued on Page 2 >

SHIPPING.

PERMANENT STAINING IF WET.



328 Elizabeth Brady Road PO Box 820 Hillsborough, NC 27278 Voice: 800.628.3524 Fax: 919.732.5526 www.carrot-top.com

Quote To

TOWN OF APPOMATTOX PO BOX 705 APPOMATTOX VA 24522 US

Quote

Date	Page	Number
10/28/2021	2	Q50061

Ship To

Attn: MIRANDA ALMOND

TOWN OF APPOMATTOX- PUBLIC WORKS

1799 CHURCH ST.

APPOMATTOX VA 24522

US

Account	Quoted	Expiration	Telephone	CSR Agent	Terms of Sale	Ship Via	ì
615083	10/27/21	12/26/21	434.352.8393	Tonya	NET 30	FLAGPOLE	MOTOR
Item #	Des	scription		UM	QOR Price	Amount	
Merchai	ndise S	Shippingersiz	ze Charge C(OD Charge O	ther Charge	Tax In	voice Total
	96.98 ou for your	429.00 interest in	0.00 our products	0.00 and	0.00 29	91.34	6217.32
	To accept		below and ret				

5. Discussion of amendments to the Code of the Town of Appomattox, Chapter 190 - Water and Sewer, Section 121 and 122.

AN ORDINANCE TO AMEND the Code of the Town of Appomattox, Chapter 190 – thereof, entitled Water and Sewer, Article V – Wastewater Pretreatment.

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

Section 1. Section 190-121 of Chapter 190, shall be enacted as follows:

§ 190-121 Restricted discharges.

- A. No person shall discharge or cause to be discharged to any of the Town's treatment works any substances, materials, waters, or wastes in such quantities or concentrations which do or are likely to:
- (1) Create a fire or explosion hazard in the POTS, including, but not limited to, gasoline, benzene, naptha, fuel oil, or other flammable or explosive liquid, solid, or gas, waste stream with a closed cup flashpoint of less than 140° F. or 60° C. using test methods specified in 40 CFR 261.21;
- (2) Cause corrosive damage or hazard to structures, equipment, or personnel of the wastewater facilities, but in no case discharges having a pH lower than 5.0 6.0 or greater than 11.0 9.0;
- (3) Cause obstruction to the flow in sewers, or other interference with the operation of treatment facilities due to accumulation of solid or viscous materials;
- (4) Constitute a rate of discharge or substantial deviation from normal rates of discharge ("slug discharge"), sufficient to cause interference in the operation and performance of the treatment facilities;
- (5) Contain heat in amounts which are likely to accelerate the biodegradation of wastes, causing the formation of excessive amounts of hydrogen sulfide in the treatment works or inhibit biological activity in the treatment facilities, but in no case shall the discharge of heat cause the temperature in the Town wastewater sewer to exceed 65° C. (150° F.) or the temperature of the influent to the treatment facilities to exceed 40° C. (104° F.) unless the facilities can accommodate such heat and the Town has obtained prior approval from the approval authority;
- (6) Contain more than 100 milligrams per liter of nonbiodegradable oils of mineral or petroleum origin;
- (7) Contain floatable oils, fat, or grease;
- (8) Contain toxic gases, vapors or fumes, malodorous gas, or substance in quantities that may cause a public nuisance or cause acute human health or safety problems;

- (9) Contain radioactive wastes in harmful quantities as defined by applicable state and federal regulations;
- (10) Contain any garbage that has not been properly shredded;
- (11) Contain any odor or color producing substances exceeding concentration limits which may be established by the Town Manager for purposes of meeting the Town's VPDES permit;
- (12) Petroleum oil, nonbiodegradable cutting oil, or products of mineral oil origin in amounts that will cause interference or pass through; or
- (13) Any trucked or hauled pollutants except at designated discharge points.
- (14) The following pollutant limits are established to protect against pass through and interference. No person shall discharge wastewater containing in excess of the following instantaneous maximum allowable discharge limits:

240 mg/l BOD5
12 µg/l Copper (Total Recoverable Copper)
7.5 mg/l Total Nitrogen
15 mg/l Total Phosphorus
240 mg/l Total Suspended Solids
53 µg/l Zinc (Total Recoverable Zinc)
25 mg/l Ammonia

B. If, in establishing discharge restrictions, discharge limits, or pretreatment standards pursuant to this article, the Town Manager establishes concentration limits to be met by a user, the Town Manager in lieu of concentration limits, may establish mass limits of comparable stringency for an individual user at the request of such user. Upon approval by the state such limits should become pretreatment standards.

Section 2. Effective date.

This ordinance shall become effective upon its passage.

AN ORDINANCE TO AMEND the Code of the Town of Appomattox, Chapter 190 – thereof, entitled Water and Sewer, Article V – Wastewater Pretreatment.

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

Section 1. Section 190-122 of Chapter 190, shall be enacted as follows:

§ 190-122 Categorical pretreatment standards.

- A. No person shall discharge or cause to be discharged to any treatment works, wastewaters containing substances subject to an applicable Categorical Pretreatment Standard promulgated by EPA in excess of the quantity prescribed in such applicable pretreatment standards except as otherwise provided in this section. Compliance with such applicable pretreatment standards shall be within three years of the date the standard is promulgated; provided, however, compliance with a categorical pretreatment standard for new sources shall be required upon commencement of discharge to the treatment works.
- B. The Town Manager shall notify any industrial user affected by the provisions of this section and establish an enforceable compliance schedule for each.
- C. No person shall discharge trucked hazardous wastes to the Town's treatment works. Any person who violates this section shall be guilty of a Class B misdemeanor.
- D. Additional Pre-treatment Measures.

Whenever deemed necessary, the Facilities Manager may require industrial users to restrict the industrial user's discharge during peak flow periods, designate that certain wastewater be discharged only into specific sewers, relocate and/or consolidate points of discharge, separate sewage waste streams from industrial waste streams, and such other conditions as may be necessary to protect the municipal wastewater and determine the industrial user's compliance with the requirements of this regulation.

- 1. Each person discharging, into the municipal wastewater system, greater than 100,000 gallons per day or greater than five percent (5%) of the average daily flow of the system, whichever is lesser, may be required to install and maintain on his property and at his expense, a suitable storage and flow control facility to insure equalization of flow over a twenty-four (24) hours period. The facility shall have a capacity for at least 50 percent (50%) of the daily discharge volume and shall be equipped with alarms and a rate of discharge controller, the regulation of which shall be directed by the Facilities Manager. A wastewater permit may be issued solely for flow equalization.
- 2. Grease, oil and sand interception shall be provided, when in the opinion of the Facilities Manager, they are necessary for the proper handling of wastewater

containing excessive amounts of grease, flammable substances, sand, or other harmful substances; except that such interception shall not be required for residential users. All interception units shall be of type and capacity approved by the Facilities Manager and shall be so located to be easily accessible for cleaning and inspection. Such interceptors shall be inspected, cleaned, and repaired, as needed, by the owner, at his expense.

Section 2. Effective date.

This ordinance shall become effective upon its passage.