

Mayor D. Dwayne Tuggle called a regular monthly meeting of the Amherst Town Council to order on March 8, 2017, at 7:00 P.M. in the Council Chambers of the Town Hall at 174 S. Main Street. Council members André Higginbotham, Kenneth S. Watts, Mark A. Stinnett, Kenneth G. Bunch, and Rachel A. Carton were present. Town Manager Jack Hobbs, Town Attorney W. Thomas Berry, Police Chief Robert Kimbrel, Deputy Town Manager Jim Chandler, Office Manager Tracie Wright, and Deputy Town Clerk Vicki Hunt were present.

Recitation of the Pledge of Allegiance to the Flag was followed by an invocation given by Kenneth S. Watts.

Mayor Tuggle opened the floor for citizen comments.

Amherst County Public Safety Director Gary Roakes and Amherst Life Saving Crew Treasurer Wendell Pitsenbarger came forward to support Amherst Life Savings Crew's FY18 agency funding request and discuss how emergency medical services are funded and how the county-paid EMT staff operation differs from the local volunteer group.

Suny Munk came forward on behalf of Second Stage to give a report on her group's activities in response to Council's request for detailed information from the organization regarding the use of a proposed Town donation of FY18 monies to that organization in support of an arts challenge grant.

After discussion, Mrs. Carton made a motion which was seconded by Mr. Bunch and carried 4-0-1 to authorize the Town Manager to sign the documents required to support Second Stage's application for a Virginia Commission for the Arts Local Government Challenge Grant with the Town's contribution not to exceed \$2,500 in FY18. Messrs. Watts, Stinnett, Bunch and Mrs. Carton, voted "Aye." Mr. Higginbotham voted "No." Mrs. Monk was advised that her group should not expect funding from the Town after FY18.

David Emmert, 366 North Main Street, Amherst, VA, came forward to request a waiver of the water availability fee required by §17-12 of the Town Code for a new dwelling he proposes to build on property under contract and identified as County Tax Map: Parcel 94 2 7, presently owned by Charles & Phyllis Brown, located on Kenmore Road west of the Town corporate limits. The matter is deferred to the next meeting.

Mr. Watts made a motion that was seconded by Mrs. Carton and carried 5-0 to approve the minutes from the February 8, 2017, meeting. Messrs. Higginbotham, Watts, Stinnett, Bunch and Mrs. Carton voted "Aye."

Mrs. Carton made a motion that was seconded by Mr. Stinnett and carried 4-0-1 to approve the minutes from the March 6, 2017, meeting. Messrs. Higginbotham, Stinnett, Bunch and Mrs. Carton voted "Aye." Mr. Watts abstained.

Town Attorney Tom Berry reported that the Ambriar deed of easement has been recorded in the Clerk's Office; a copy of Mr. Bunch's oath of office has been received and Judge Garrett will be presented with the order for special election to be held in November, 2017. Mr. Berry reported that Attorney James Downey has been appointed Guardian Ad Litem for Ms. Beverly.

Discussion on development of a draft IDA/EDA management agreement was deferred.

After some discussion, Mr. Watts made a motion which was seconded by Mr. Higginbotham and carried 5-0 to approve a resolution endorsing a funding application to the Virginia Department of Health, which funds would be used to finance construction that would enable the Town of Amherst Water Plant to produce higher quality drinking water. Messrs. Higginbotham, Watts, Stinnett, Bunch and Mrs. Carton voted "Aye." A copy of the approved resolution is attached and made a part of these minutes.

Town Manager reported that on March 1, 2017, the Planning Commission held a public hearing on the 2017 amended Comprehensive Plan, after which by a vote of 4-0 a motion carried to recommend that Town Council approve the amended Comprehensive Plan. It is the consensus of Town Council that it will hold a public hearing on the amended Comprehensive Plan at the April meeting.

After discussion, Mrs. Carton made a motion which was seconded by Mr. Stinnett and carried 5-0 to approve \$41,000 for purchasing a 2017 Ford Explorer Interceptor patrol vehicle, as budgeted for in the approved FY2017 Town of Amherst General Fund Capital Improvement Plan. Messrs. Higginbotham, Watts, Stinnett, Bunch and Mrs. Carton, voted "Aye."

After discussion, Mr. Bunch made a motion which was seconded by Mrs. Carton and carried 5-0 to approve \$45,000 for the purchase of six CAD laptop computers, and the associated installation equipment, as budgeted for in the approved FY2017 Town of Amherst General Fund Capital Improvement Plan. Messrs. Higginbotham, Watts, Stinnett, Bunch and Mrs. Carton, voted "Aye."

Deputy Town Manager Chandler reported on the need to upgrade physical security and the HVAC system to cool the computer server room in Town Hall, associated costs and IP website security.

Town Manager Hobbs delivered a brief report on prospective Winton Country Club purchaser Clifford Water Service request and various projects.

A general discussion on FY18 budget items was held.

Mayor Tuggle opened the floor to citizen comments.

Clifford Hart came forward to offer information/assistance in connection to computer security going forward.

Mr. Watts made the following motion which was seconded by Mr. Stinnett and carried 5-0: I move that the Town Council convene in closed session for discussion, consideration, or interviews of prospective candidates for employment; assignment, appointment, promotion, performance, demotion, salaries, disciplining, or resignation of specific public officers, appointees, or employees of any public body. Messrs. Higginbotham, Watts, Stinnett, Bunch and Mrs. Carton, voted "Aye."

Mr. Watts made a motion that was seconded by Mr. Higginbotham to certify that to the best of each councilors' knowledge that (i) only public business matters lawfully exempted from open meeting requirements under Title 2.2, Chapter 37 and §15.2-2907 of the Code of Virginia and (ii) only such public

business matters as were identified in the motion by which the closed session was convened were heard, discussed or considered in the session. The motion passed 5-0. Messrs. Higginbotham, Watts, Stinnett, Bunch and Mrs. Carton, voted “Aye” via the roll call method.

There being no further business, at 9:50 PM Mr. Bunch made a motion which was seconded by Mrs. Carton and carried 5-0 to adjourn until 7:00 P.M. on April 12, 2017, in the Town Hall at 174 S. Main Street. Messrs. Higginbotham, Watts, Stinnett, Bunch and Mrs. Carton, voted “Aye.”

D. Dwayne Tuggle
Mayor

Attest: _____
Clerk of Council

A RESOLUTION ENDORSING A FUNDING APPLICATION TO THE VIRGINIA DEPARTMENT OF HEALTH, WHICH FUNDS WOULD BE USED TO FINANCE CONSTRUCTION THAT WOULD ENABLE THE TOWN OF AMHERST WATER PLANT TO PRODUCE HIGHER QUALITY DRINKING WATER.

WHEREAS, the Town of Amherst has applied for funding for various drinking water projects associated with the construction and operation of the Town of Amherst’s waterworks;

WHEREAS, the Virginia Department of Health-Office of Drinking Water has funded several drinking water projects for the Town;

WHEREAS, the Town Council of the Town of Amherst has reviewed project planning material and found that the pre-requirements have been met for submitting a funding application;

THEREFORE, BE IT RESOLVED, the Town Manager is authorized to execute contracts with Bowman Consulting Group Ltd. to

- a. conduct an overall assessment of the water treatment plant for a cost not to exceed \$27,500, and
- b. design sludge collection and mid-sedimentation chlorination facilities at the water treatment plant per the recently completed PER at a cost of \$18,600.

BE IT FURTHER RESOLVED, the Town Council of the Town of Amherst hereby votes to seek funding from the Virginia Department of Health for the

Water Plant Sludge Processing and Mid-Basin Chlorination Project

as follows:

<u>Sources of Funds</u>		<u>Uses of Funds</u>	
DWRF Funds	\$ 150,000	Administration, Bond Council & Legal Expense	\$10,000
Town Cash	\$ 94,000	Engineering: Bid Services	\$3,000
		Engineering: Construction Administration	\$10,000
		Engineering: Specialty Inspection Fees	\$5,000
		Construction: Sed Basin Sludge Removal	150000
		Construction: Mid Sed Basin Cl2 addition	\$50,000
		Contingencies	\$10,000
		Loan Closing Fee	\$6,000
	<u>Total</u> \$ 244,000		<u>Total</u> \$244,000

BE IT FURTHER RESOLVED, that the Town Manager shall immediately begin to process a funding application for this projects and be authorized to sign any and all documents to accept such funding contingent upon review and concurrence by the Town Attorney.

This resolution was adopted on March 8, 2017.

Mayor Dwayne Tuggle

Attest:

Clerk of Council