

Mayor D. Dwayne Tuggle called a regular monthly meeting of the Amherst Town Council to order on February 14, 2018, at 7:00 P.M. in the Council Chambers of the Town Hall at 174 S. Main Street. Council members Andr Higginbotham, Kenneth S. Watts, Kenneth G. Bunch, Mark A. Stinnett, and Rachel A. Carton were present. Town Manager Sara E. Carter, Town Attorney W. Thomas Berry, Office Manager Tracie Wright, Clerk of Council Vicki K. Hunt, and Police Chief Robert A. Shiflett, II, were present.

Recitation of the Pledge of Allegiance to the Flag was followed by an invocation by Andr Higginbotham.

Mayor D. Dwayne Tuggle opened the floor for citizen comments. No comments were made.

Mayor Tuggle extended condolences to Sara Carter on the death of her father.

Mayor Tuggle introduced and welcomed Justin Falconer from New Era Progress.

Erin Minter, Chairperson, YMCA Exploratory Committee, came forward to report on the committee's findings and to request assistance from the Town to conduct a feasibility study on indoor recreation only. Committee Members Rebecca Fitzgerald and Robert Munn were present to answer questions.

After discussion, Mr. Stinnett made a motion that was seconded by Mr. Bunch and carried 5-0 to support the YMCA Exploratory Committee in making application to convert the YMCA Exploratory Committee to a 501(c)(3) non-profit fundraising committee, W. Thomas Berry, Town Attorney to prepare and file all necessary paperwork required in connection with 501(c)(3) application. Mrs. Carton and Messrs. Higginbotham, Watts, Bunch and Stinnett voted "Aye."

By consensus a request for financial assistance from the Town for a feasibility study for a new YMCA in the Town of Amherst will be reviewed by the finance committee upon confirmation of 501(c)(3) status.

Mrs. Carton made a motion that was seconded by Mr. Stinnett and carried 5-0 to approve the minutes from the January 10, 2018, meeting. Mrs. Carton and Messrs. Higginbotham, Watts, Bunch and Stinnett voted "Aye."

Town Manager Carter reported that bids for the West Court Street Water and Sewer Line Replacement have been received without any irregularities and recommended that Council authorize award of the contract. After discussion, Mr. Watts made a motion which was seconded by Mr. Higginbotham and carried 5-0 to award the contract to George E. Jones & Sons, Inc., in the amount of \$340,000.00 as recommended and authorize Town Manager Carter to execute all documents necessary to proceed with the project. Mrs. Carton and Messrs. Higginbotham, Watts, Bunch and Stinnett voted "Aye."

Town Manager Carter reported that the Planning Commission will hold a public hearing on the proposed new sign ordinance at the Commission's March 7, 2018, meeting.

Mr. Watts, Chairman of the Utilities Committee, gave an oral report on the Water Treatment Plant and encouraged others to visit the plant.

After discussion, a motion was made by Mrs. Carton which was seconded by Mr. Stinnett and carried 5-0, to adopt personnel policy changes and approve incorporation of separate policies into one consolidated

personnel manual as recommended by staff. Mrs. Carton and Messrs. Higginbotham, Watts, Bunch and Stinnett voted "Aye."

Discussion on the FOIA personnel policy was deferred to the March meeting. Town Manager Carter was directed to prepare and present a revised personnel FOIA Policy for consideration.

Charles Thompson, Utilities Foreman, reported on the need to add finish mowing capability and additional office and storage space. Recommendations to cover the cost of these requests by making changes to the Utilities Maintenance CIP for this fiscal year were made by Town Manager Carter. After discussion, Mr. Watts made a motion which was seconded by Mr. Higginbotham and carried 5-0 to approve revision of the Capital Improvement Plan including \$10,000 to purchase a 12' batwing cutter and \$15,000 for in-house space addition as recommended by staff. Mrs. Carton and Messrs. Higginbotham, Watts, Bunch and Stinnett voted "Aye."

Town Manager Carter reported that bids for the Water Treatment Plant Improvement and authorization from VHDA to defer chlorine injection piping at midpoint of the basins and baffle walls from the project have been received and recommends that Council authorize award of a contract for installation of sludge collections systems only. Becky Cash, Lead Water Treatment Plant Operator, was present to answer questions. After discussion, a motion was made by Mr. Watts which was seconded by Mrs. Carton and carried 5-0 to award the contract to Anderson Construction, Inc., in the amount of \$249,000 and to authorize Town Manager Carter to execute all required documents necessary to proceed with installation of sludge collection systems as recommended by staff. Mrs. Carton and Messrs. Higginbotham, Watts, Bunch and Stinnett voted "Aye."

Town Manager Carter reported on staffs' meeting with Town Engineer Herb White on the USDA sewer sliplining project. After discussion, a motion was made by Mrs. Carton which was seconded by Mr. Stinnett and carried 5-0 to authorize Mayor Tuggle to execute deeds of easement for recordation in the Clerk's Office of the Circuit Court for Amherst County, Amherst, Virginia, for only those rights of easements obtained through donation to the Town pertaining to the sewer sliplining project. Mrs. Carton and Messrs. Higginbotham, Watts, Bunch and Stinnett voted "Aye."

Council Member Watts lead a discussion on the Joint Committee on Cooperation and its inactivity. As there is no longer any group meeting, or any appointment made from the County, the Council agreed to leave the position unfilled, and recognize that the committee is no longer active.

Mayor Tuggle lead a discussion on police officer training in the use of Narcan, a drug that can reverse opiate overdose instantly. Chief Shiflett reported on the benefits of training on use of the drug and its possible side effects.

By consensus Chief Shiflett was authorized to display a flag decal on the quarter panel of all police vehicles and to offer a small flag patch to all police department personnel to be worn voluntarily on a designated area of their uniforms.

By consensus Council approved allocation in spending for services of Mattie Nicholson, Intern, to the Town of Amherst through the Sweet Briar College, for additional hours to perform website improvements as budgeted for in the approved FY17/18 Budget.

Mayor Tuggle reported that Amherst County will hold the County Fair at Sweet Briar College.

By consensus the Town will host a second annual recognition picnic on May 5, 2018, for all Town employees, volunteers and their families.

Mayor D. Dwayne Tuggle opened the floor for citizen comments. No comments were made.

At 8:55 PM, Mr. Watts made the following motion which was seconded by Mrs. Carton and carried 5-0 with Mrs. Carton and Messrs. Higginbotham, Watts, Bunch and Stinnett voting in favor: I move that the Town Council convene in closed session for discussion or consideration of the acquisition of real property for a public purpose, or of the disposition of publicly held real property, where discussion in an open meeting would adversely affect the bargaining position or negotiating strategy of the public body per the exemption at §2.2-3711A.3 of the Code of Virginia.

Mr. Watts made the following motion which was seconded by Mr. Bunch and carried 5-0 with Mrs. Carton and Messrs. Higginbotham, Watts, Bunch and Stinnett voting in favor: I move that the Town Council return to open session.

At 9:27 PM, Mr. Watts read the certification, that the Town Council 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 via the roll call method with Mrs. Carton and Mr. Higginbotham, Watts, Bunch and Stinnett voting "Aye."

There being no further business, the meeting adjourned on a motion by Mr. Higginbotham seconded by Mr. Stinnett at 9:28 P.M.

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D. Dwayne Tuggle  
Mayor

Attest: \_\_\_\_\_  
Clerk of Council