

**AMHERST TOWN COUNCIL
AGENDA – WEDNESDAY, SEPTEMBER 14, 2016**

1. Call to Order in Town Hall (7:00 PM)

2. Moment of Silence

3. Citizen Comments

Per the Town Council's policy, any individual desiring to speak before the Council who has not met the agenda deadline requirement will be allowed a maximum of three minutes to speak before the Town Council. Any individual representing a bona fide group will be allowed a maximum of five minutes to speak before the Town Council. Placement on the agenda is at the Mayor's discretion.

4. Special Matters

A. Constitution Week Presentation - Sally Glynn

Sally Glynn (127 Vista Drive) has asked for time on the agenda to give a presentation on Constitution Week.

B. Watershed Maintenance – Anne Marie Clarke

Anne Marie Clarke, the Robert E. Lee Soil and Water Conservation District's watershed coordinator, is scheduled to give a brief report on her agency's work to maintain and improve the Town's source of raw water.

C. Region 2000 Local Government Council Annual Report – Gary Christie

Gary Christie from Region 2000 Local Government Council is scheduled to give a report on his group's activities.

D. Hazard Mitigation Planning Project – Gary Christie

Gary Christie from Region 2000 Local Government Council will be available to answer questions on a hazard mitigation planning project. In short, this plan would identify the best ways to prevent or reduce the loss of life and property during natural disasters such as storms or earthquakes. Police Chief Kimbrel has been assigned to this matter and, if approved by the Town Council, would be involved in a series of meetings and discussions over the next few years.

E. Downtown Beautification Proposal – Victoria Duff

Victoria Duff has asked for time on the agenda to present a proposal that would have the effect of beautifying downtown Amherst.

F. Police Officer Proposal – Police Chief Kimbrel

Chief Kimbrel has prepared information on a proposed new employee that will be presented during the meeting. Staff suggests that between the anticipated grant funding application notice of award (or non-award) and this issue having significantly matured, the Council should consider a motion on the matter at the October meeting.

5. Consent Agenda

A. Town Council Minutes – August 10, 2016 meeting

6. Correspondence and Reports

A. Staff Reports

- i. Town Manager Monthly Report
- ii. Director of Public Utilities Monthly Report
- iii. Police Chief Monthly Report
- iv. Office Manager Monthly Report
- v. Deputy Town Clerk Monthly Report (appointments, etc.)
- vi. Town Attorney Monthly Report

B. Finance and IT Committee - Mrs. Thompson

C. Public Safety Committee – Mr. Bumgarner

D. Utilities Committee – Mr. Watts

E. Community Relations Committee – Mr. Higginbotham

F. Personnel Committee – Mr. Mozingo

7. Discussion Items

A. Church Street Property Maintenance – Mayor Kilgore

The Town Council indicated that it wanted to continue the discussion on the Church Street maintenance issue at this meeting. Councilman Watts has taken the lead in communicating with the property owner on this item.

B. IDA Appointment, IDA/EDA Merger – Town Manager Hobbs

The Council may wish to discuss IDA seat formerly held by Jim Meade and the IDA/county EDA merger idea.

C. Inmate Work Crews – Deputy Town Clerk Hunt

VDOT has asked that the Town renew its request for the use of inmate labor for roadside maintenance. This was requested in October 2000 with the understanding that such work would be limited to the bypass. Staff suggests that the Council may want to authorize use of inmate labor in other areas of the Town at the discretion of the Department of Corrections. Draft authorization letters outlining these options are contained in the agenda package for the Council's consideration.

D. Surplus Fire Hydrants – Town Manager Hobbs

The Town has about 20 old/unusable fire hydrants stockpiled for "scrap" at the shop and 20 or so more are anticipated to be available for disposal due to the Main Street project. Staff expects this to be an issue in the coming months and asks for Council discussion on disposal methods that might include selling for scrap, auctioning them off to the highest bidder in one lot or multiple small lots, or pursue transferring them to the Amherst Fire Department for use in that group's fundraising efforts.

E. Project Status Reports – Town Manager Hobbs

Oral reports on the variety of projects underway can be provided as the Council desires.

F. Staff Adjustments - Town Manager Hobbs

Staff plans to give a brief report on actions taken in the wake of Tom Fore's resignation and requests Council discussion on replacing lost capacity and potential new directions.

G. Potential Council Worksessions - Town Manager Hobbs

A variety of complicated issues are currently before the Town that are more voluminous than can be covered during a regular Town Council business meeting. These include police priorities and the sixth officer issue; the transition between the current group of Town Councilors and the next, the sewer sliplining project, potential staff reorganization due to Mr. Fore's departure, our diminished capacity for in-house capital construction work (i.e. not being able to deliver the Centra waterline project for several years unless that is outsourced) and the suggested IDA/EA merger. Although the Councilors and Town staff have limited time, the Council might discuss the need for worksessions on any one or combination of these or other issues.

H. Anticipated October 12 Town Council Meeting Agenda Items – Town Manager Hobbs

- i. Oral report by the auditor on the Town's FY16 audit*
- ii. Presentation of the Town's ornament contribution to the Governor's Mansion Christmas tree. ACHS art instructor Maryellen Barron has asked ACHS senior Kegan Willey to create this piece.*
- iii. Presentation of policies or amended policies in the areas of the CodeRED notification system, management of police informants, the informant fund and separation of duties*
- iv. Awarding an engineering contract for the water quality modelling project*

8. Matters from Staff

A. Closed Session – Town Manager Hobbs

Staff requests a closed session for the purpose of discussing personnel issues per the motion contained in the agenda package.

9. Matters from Town Council

10. Adjournment