

Mayor D. Dwayne Tuggle called a regular monthly meeting of the Amherst Town Council to order on April 14, 2021, at 7:00 P.M. in the Council Chambers of the Town Hall at 174 S. Main Street.

As a result of COVID-19 cautionary restrictions and limited space the below council members and staff met in person and electronically via virtual meeting in the event persons wishing to avoid attending could still address Council from home.

It was noted that a quorum was present as follows:

P	D. Dwayne Tuggle	P	Kenneth G. Bunch
P	Rachel A. Carton	P	Sharon W. Turner
P	Kenneth S. Watts	P	Janice N. Wheaton

Also present were the following staff members:

Sara Carter	Town Manager	Vicki K. Hunt	Clerk of Council
W. Thomas Berry	Town Attorney	Bobby Shiflett	Chief of Police
Tracie Morgan	Office Manager/Treasurer (Remote)	Charles Thompson	Utilities Maintenance Foreman
Gary Williams	Director of Plants (Remote)	Becky L. Cash (Remote)	Lead Water Operator

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

Town Manager Carter gave a brief report on the development of the FY21/22 Proposed Budget and Capital Improvement Program, as reviewed by the Finance Committee. The proposed budget reflects deferential expenditures due to “soft” revenues related to a decline in the Town’s economy during the covid pandemic. Some expenditures on capital improvement items, including a new vehicle for the Amherst Town Police Department, are recommended. By state code the budget cannot be adopted at the same meeting as the public hearing.

Mayor Tuggle opened a duly advertised public hearing on the Town’s proposed FY21/22 budget at 7:03 P.M. There being no one present in person or electronically who wished to speak on the budget matter, the public hearing closed at 7:04 P.M.

Ms. Carton, Chairman of the Finance Committee, on behalf of the committee, reported that after a line-by-line review and discussion of the proposed FY21/22 Proposed Budget, the committee agreed to put forward the proposed budget for public hearing. The Capital Improvement Program was also reviewed by the committee. No changes were made.

Mayor Tuggle opened a duly advertised public hearing at 7:11 P.M. on the Town’s proposed 2021-2022 Capital Improvement Program that identifies acquisition, construction and improvement of town facilities, and acquisition of capital equipment. There being no one present in person or electronically who wished to speak on the Capital Improvement Program proposal, the public hearing closed at 7:11 P.M.

Town Manager Carter gave a report on the proposed 2021-2022 Capital Improvement Program as recommended on March 3, 2021, by the Planning Commission for approval by Town Council, indicating that certain items on the Capital Improvement Program are not budget ready.

After discussion, Mr. Watts made a motion that was seconded by Mr. Bunch to adopt the 2021-2022 Capital Improvement Program that identifies acquisition, construction and improvement of town facilities, and acquisition of capital equipment, as recommended by the Planning Commission and staff.

There being no further discussion, the motion carried 4-1 via the roll call method as follows:

D. Dwayne Tuggle		Kenneth G. Bunch	Aye
Rachel A. Carton	Aye	Sharon W. Turner	Aye
Kenneth S. Watts	Aye	Janice N. Wheaton	Nay

A copy of the 2021-2022 Capital Improvement Program is attached and made a part of these minutes.

Kevin Tolley, President of the Amherst Recreation Center, was present on behalf of the Center’s Pool Board to request a change in water rates due to its non-profit status, and benefit to the community. The ARC Pool Board requested that the Town consider a yearly bulk, one-time pool fill up price with a possible reduced rate for the pool. Other members of the organization, Mike Driskill and ARC Treasurer Sara Pope, were also present in support of the request and to answer questions.

Mr. Watts, Chairman of the Utility Committee, reported that after discussion by the Committee, it was the Committee’s recommendation that the Center pay in-town rates and that an addition to the water policy be made allowing out-of-town non-profit organizations that benefit the Town to make yearly application for in-town water rates to Town. Each applicant must demonstrate an ability of the organization to benefit the citizens of the Town and show a current non-profit status.

After discussion, Mrs. Turner made a motion that was seconded by Mr. Watts to amend the water policy to include that out-of-town non-profit organizations who can demonstrate an ability that the organization’s operation benefits the Town, can show non-profit status, and can provide proof of financial hardship, may make annual application for in-town water rates for review and recommendation by the Town Manager, as recommended by the Utility Committee.

There being no further discussion, the motion carried 4-1 via the roll call method as follows:

D. Dwayne Tuggle		Kenneth G. Bunch	Aye
Rachel A. Carton	Aye	Sharon W. Turner	Aye
Kenneth S. Watts	Aye	Janice N. Wheaton	Nay

Town Manager Carter was directed to move forward as if the policy were adopted and bring forward the policy for formal adoption at the May 12, 2021, meeting.

Mayor D. Dwayne Tuggle opened the floor for citizen comment.

There being no one listed to speak on the citizen comment sign-in sheet or otherwise, no comments were made.

Ms. Carton made a motion that was seconded by Mr. Bunch to approve the minutes from the March 10, 2021, meeting.

There being no discussion, the motion as to the March 10, 2021, minutes carried 5-0 via the roll call method as follows:

D. Dwayne Tuggle		Kenneth G. Bunch	Aye
Rachel A. Carton	Aye	Sharon W. Turner	Aye
Kenneth S. Watts	Aye	Janice N. Wheaton	Aye

Ms. Carton, Chairman of the Finance Committee, reported that the committee met March 22, 2021, and reviewed estimates from two companies for work on Council Chambers, and directed staff to follow up on estimates, obtain flooring samples and cost for window tinting.

Town Manager Carter reported that two vacancies on the Planning Commission have been advertised and two positions on the Industrial Development Authority will require reappointment or replacement. An application to the Industrial Development Authority from Aaron H. Mahler was received. Staff recommends appointment of Mr. Mahler and reappointment of Manly Rucker, whose term expires June 30, 2021, to the Industrial Development Authority.

Ms. Turner made a motion that was seconded by Mr. Watts to appoint the following individuals to the board and for the terms listed below subject to their willingness to serve.

Board	Appointed	Term of Office
Industrial Development Authority	C. Manly Rucker, III	7-1-2021 – 8-31-2025
Industrial Development Authority	Aaron H. Mahler	7-1-2021 – 8-31-2025

There being no discussion, the motion carried 5-0 via the roll call method as follows:

D. Dwayne Tuggle		Kenneth G. Bunch	Aye
Rachel A. Carton	Aye	Sharon W. Turner	Aye
Kenneth S. Watts	Aye	Janice N. Wheaton	Aye

After a brief report by Town Manager Carter, Ms. Carton, made a motion that was seconded by Mr. Bunch to approve addition of reflective safety glass tinting for Council Chambers’ windows and door.

After discussion, the motion carried 5-0 via the roll call method as follows:

D. Dwayne Tuggle		Kenneth G. Bunch	Aye
Rachel A. Carton	Aye	Sharon W. Turner	Aye
Kenneth S. Watts	Aye	Janice N. Wheaton	Aye

After a report from Town Manager Carter, Ms. Carton made a motion that was seconded by Mr. Bunch to approve expenditure in the amount of \$12,072.00, for replacement of ceiling tiles and insulation in the chambers, hallway, and bathrooms in the back half of Town Hall and planned replacement of existing light fixtures to LED lights by Childress Electrical, LLC, as recommend by staff.

After discussion, the motion carried 5-0 via the roll call method as follows:

D. Dwayne Tuggle		Kenneth G. Bunch	Aye
Rachel A. Carton	Aye	Sharon W. Turner	Aye
Kenneth S. Watts	Aye	Janice N. Wheaton	Aye

After a report by Town Manager Carter and discussion, Mr. Bunch made a motion that was seconded by Mr. Watts to approve expenditure in the amount of \$7,538.42 for repairs to the bucket truck by Custom Truck One Source, as recommended by staff.

The motion carried 5-0 via the roll call method as follows:

D. Dwayne Tuggle		Kenneth G. Bunch	Aye
Rachel A. Carton	Aye	Sharon W. Turner	Aye
Kenneth S. Watts	Aye	Janice N. Wheaton	Aye

Utilities Maintenance Foreman Thompson was directed to look for alternate truck repair facilities and future purchase options.

Town Manager Carter reported that the Town may receive between \$400,000 and \$1.9 million from the American Rescue Plan, delivered in two phases. No formal notification or guidance has been received on how the monies must be spent.

After formal notification of stimulus amount and guidance on authorized expenditures is received, Town Council plans to hold a retreat in June on discussion of expenditure of American Rescue Plan proceeds.

A motion was made by Mr. Watts that was seconded by Mr. Bunch for the park to be named Mill Race Park. After discussion, Mr. Watts withdrew the motion to allow time for community input.

There being no one listed to speak on the citizen comment sign-in sheet or otherwise, no comments were made.

There being no further business, the meeting adjourned at 8:33 P.M., until May 12, 2021, at 7:00 p.m. on motion of Mr. Watts seconded by Ms. Carton.

\_\_\_\_\_  
D. Dwayne Tuggle, Mayor

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

**Town of Amherst  
Capital Improvement Program FY 21-22,  
Recommended by the Planning Commission for consideration by the Town Council**

Project Description & Ranking	CIP Committee Evaluation	Planning Commission Ranking	Total Estimated Cost	2021-2022	2022-2023	2023-2024	2024-2025	2025-2026	Recommended Sources of Funds
<b>Police</b>									
Generator	20		\$12,500.00	12,500.00					GF/VRSA Grant
Police Tahoe SUV-New	13		46,000.00		46,000.00				General Fund
Police Interceptor-SUV	13		87,000.00	46,845.00			48,000	50,000	General Fund
<b>Community Development</b>									
Park Improvements			60,000.00	60,000.00					General Fund
<b>Maintenance</b>									
New Truck	11		35,000.00	-	35,000.00				General Fund
UTV-Side by Side (shared)	19		16,500.00	16,500.00					All funds
Bucket Truck	13		35,000.00		35,000.00				General Fund
Addition to Maintenance Shop	14		50,000.00		50,000.00				General Fund
Backhoe	19		100,000.00	-	100,000.00				General Fund
Maintenance Shop Heat	14		6,000.00	6,000.00					General Fund
Zero Turn Mower	23		7,000.00	7,000.00					IDA Funding
Tractor w/ bucket mower & backhoe	13		30,000.00		30,000.00				General Fund
Replacement of Town Hall roof			48,000	48,000					General Fund
<b>Plants</b>									
AllMax Software Bundle	19		16,041.00	\$ 16,041.00					Water/WW Fund
Roof Replacement-Lab	19		6,800.00	6,800.00					WW Fund
Raw WW Pump & Motor-QTY 3	26		36,409.77	-		36,409.77			WW Fund
Sludge Digester Blower/motor-QTY 2	21		31,050.60		-		31,050.60		WW Fund
Waste Flow Meter	16		6,584.00		6,584.00				WW Fund
<b>Water Line Replacements</b>									
Author Court Replacement			200,000.00		200,000.00				Grant and Water
Sunset Drive Replacement			1,019,260.00			1,019,260.00			Grant and Water
Waugh's Ferry Road Replacement			1,406,595.00			1,406,595.00			Grant and Water
Walnut Street Replacement			136,888.00				136,888.00		Grant and Water
Union Hill Replacement			420,416.00					420,416.00	Grant and Water
Zane Snead Replacement			294,400.00				294,400.00		Grant and Water
Christian Springs Road replacement									Grant and Water
Heff Creek Trail replacement									Grant and Water
			<b>TOTAL</b>	4,094,944.37	219,686.00	502,584.00	2,462,264.77	510,338.60	470,416.00