

Vice Mayor Rachel A. Carton called a regular monthly meeting of the Amherst Town Council to order on June 9, 2021, at 7:00 P.M. in the Council Chambers of the Town Hall at 174 S. Main Street.

It was noted that a quorum was present as follows:

A	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	Charles Thompson	Utilities Maintenance Foreman
Gary Williams	Director of Plants	Becky L. Cash	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 a proposed amendment to Chapter 8 of the Town of Amherst Code, creating a new Article IX Cigarette Tax. If approved, the new article would levy an excise tax equivalent to \$0.27 per package containing 25 or fewer cigarettes. The new article also provides definitions, methods of collection, stamp requirements, violations and penalties, and other provisions related to the levy of this tax. Staff recommends adoption of the proposed amendment at counsel’s next regular meeting on July 14, 2021, with an effective date of September 1, 2021, or later.

Vice Mayor Carton opened a duly advertised public hearing at 7:04 P.M. on the proposed amendment to Chapter 8 of the Town of Amherst Code, creating a new Article IX Cigarette Tax. There being no one present in person or electronically who wished to speak on the proposed Cigarette Tax, the public hearing closed at 7:04 P.M. After discussion, the matter was deferred to council’s next regular meeting on July 14, 2021, as recommended by staff.

Vice Mayor Carton 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. Turner made a motion that was seconded by Mr. Watts to approve the minutes from the May 12, 2021, meeting.

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 report by Office Manager/Treasurer Morgan, Mr. Watts made a motion that was seconded by Ms. Wheaton to appropriate state matching funds for Second Stage in the amount of \$2,750.00 into the current fiscal year budget for purposes of accounting for revenue and expenditure, as recommended by staff.

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 report by Town Manager Carter, Mr. Watts made a motion that was seconded by Mr. Bunch, to approve the purchase of a 2021 Ford Police Interceptor in the amount of \$34,845.03 from Sheehy Ford of Richmond through the Sheriff's Association contract, and an additional amount of \$8,468.46 for vehicle electronics from Tidewater Fleet, as recommended by staff.

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 report by Town Manager Carter, Mr. Bunch made a motion that was seconded by Mr. Watts, to approve a Resolution to Apply for Virginia Department of Health-Office of Drinking Water Funds for a Stand-Alone Generator for the Waugh's Ferry Water Tank and Pump Station, seeking additional funding of \$150,000.00 from the VDH-Office of Drinking Water Funds for the \$250,000.00 project, as recommended by staff.

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

A copy of the resolution is attached hereto and made a part of these minutes.

After a report by Town Manager Carter, Mr. Bunch made a motion that was seconded by Ms. Wheaton to approve the amended personnel policy to include XV. Conflict of Interest, 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

A copy of that portion of the personnel policy as it relates to Conflict of Interest is attached hereto and made a part of these minutes.

There being on 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 7:38 P.M., until July 14, 2021, at 7:00 p.m. on motion of Ms. Turner seconded by Ms. Wheaton.

Rachel A. Carton, Vice Mayor

Attest: _____
Clerk of Council

A RESOLUTION TO APPLY FOR VIRGINIA DEPARTMENT OF HEALTH- OFFICE OF DRINKING WATER FUNDS FOR A STAND-ALONE GENERATOR FOR THE WAUGH'S FERRY WATER TANK AND PUMP STATION

WHEREAS, the Town of Amherst has applied for funding for various drinking water projects in the Town;

WHEREAS, Virginia Department of Health- Office of Drinking Water, hereinafter referred to as "Office," has funded several drinking water projects in the Town;

WHEREAS, the Town of Amherst Town Council 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 of Amherst Town Council hereby votes to seek additional funding from the Office for the following project:

Waugh's Ferry Water Tank Generator \$250,000

THEREFORE, BE IT RESOLVED, that the Town Manager immediately begin to process funding applications for these 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 by the Town Council of the Town of Amherst on June 9, 2021.

Vice Mayor Rachel A. Carton

Attest:

XV. CONFLICT OF INTEREST

Employees shall comply with the Virginia State and Local Government Conflict of Interests Act (current version as amended). An employee with questions concerning interpretation or the application of the Act shall contact the Town Manager for a formal opinion.

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