

Mayor D. Dwayne Tuggle called a regular monthly meeting of the Amherst Town Council to order on October 12, 2022, 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:

P	D. Dwayne Tuggle	P	Janice N. Wheaton
P	Kenneth S. Watts	P	Andra Higginbotham
P	Sharon W. Turner	P	Douglas Thompson

Also present were the following staff members:

Sara E. McGuffin	Town Manager		Robert Shiflett	Chief of Police
Kelley Kemp	Town Attorney		Gary Williams	Director of Plants
Vicki K. Hunt	Clerk of Council		Becky Cash	Lead Water Operator
Tracie Morgan	Office Manager/Treasurer			

Mayor Tuggle welcomed Interim Town Council Member Douglas Thompson and Town Attorney Kelley Kemp.

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

Dr. William Wells, Superintendent of Amherst County Public Schools presented a proposal for renovations and additions at Amherst County High School. A video simulation of a walk-through of the planned addition to Amherst County High School was also presented. The proposed renovations and additions would include improvements to the school's auditorium, cafeteria, Career and Technical Education (CTE) facilities, making the stadium ADA compliant, and adding additional parking.

Amherst County Public Schools Chief Operations Officer Tim Hoden, and Amherst County Public Schools Supervisor of Maintenance and Operations Gary Roakes, were present to answer questions.

Town Manager McGuffin reported that the Planning Commission will hold three public hearings on November 2, 2022, on determination of Substantial Accord, request to rezone Amherst County High School property from R-2 to B-2, and request for a special use permit for proposed parking master plan at the Amherst County High School.

Mayor Tuggle opened the floor to citizen comments.

Kim Powell, owner of Blue Ridge Slot Car Raceway, Amherst, VA, came forward in opposition of a two hour parking limit on Main Street.

Holden Chase, Amherst, VA, came forward on citizen responses to the recent Comprehensive Plan survey and encouraged Council to place requests for family friendly play space, multiuse trails, and planting trees along the sidewalks on its agenda and to begin research and policy process on the citizen requests for a concert space and various housing needs.

Tim Ware, Amherst, VA, came forward in opposition of a two hour parking limit on Main Street. In addition, Mr. Ware encouraged Council to act on citizen feedback from the survey requesting family friendly places and trails.

Town Manager McGuffin read a statement submitted by Carl Jackson, Amherst, VA, in favor of regulated parking in the Town.

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

Ms. Turner made a motion that was seconded by Mr. Watts to approve the Minutes of the meeting held on September 14, 2022, as presented.

After discussion, the motion carried 4-0-1 via the roll call method as follows:

D. Dwayne Tuggle		Janice N. Wheaton	Aye
Kenneth S. Watts	Aye	Andra Higginbotham	Aye
Sharon W. Turner	Aye	Douglas Thompson	Abstain

Town Manager McGuffin and Town Attorney Kemp gave a report on property that Habitat for Humanity is seeking to develop in the Town of Amherst. Approval of a resolution with a determination that the development is located in a revitalization area that is blighted and deteriorated is a requirement for grant funding that will assist with the demolition of a long-dilapidated structure on the property.

Mr. Watts made a motion to adopt the resolution finding that the development is located in a revitalization area that is blighted and deteriorated, as recommended by staff. The motion died due to lack of a second.

Town Manager McGuffin gave a report on an increase of cost for the 2023 July fireworks display from the current budgeted amount of \$6,000.00 to \$7,000.00. Staff requested approval of \$7,000.00 for 2023 fireworks display from Pyrotecnico Fireworks, Inc.

Ms. Turner made a motion that was seconded by Mr. Higginbotham for approval of purchase of 2023 fireworks display from Pyrotecnico Fireworks, Inc., in the amount of \$7,000.00, as recommended by staff.

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

D. Dwayne Tuggle		Janice N. Wheaton	Aye
Kenneth S. Watts	Aye	Andra Higginbotham	Aye
Sharon W. Turner	Aye	Douglas Thompson	Aye

Office Manager/Treasurer Morgan gave a report on appropriation of funds for purchase of five new in car and on person cameras for the Police Department approved by Council at its meeting on October 13, 2021. Due to product shortages and delay in receipt of cameras, staff requests reappropriation of \$5,238.68 into the 2022 fiscal year and approval of payment.

Mr. Higginbotham made a motion that was seconded by Mr. Watts to approve reappropriation of \$5,238.67 for purchase of in car and on person cameras for the Police Department into the 2022/2023 budget, as recommended by staff.

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

D. Dwayne Tuggle		Janice N. Wheaton	Aye
Kenneth S. Watts	Aye	Andra Higginbotham	Aye
Sharon W. Turner	Aye	Douglas Thompson	Aye

Ms. Turner made a motion that was seconded by Mr. Watts to approve payment for purchase of in car and on person cameras for the Police Department, as recommended by staff.

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

D. Dwayne Tuggle		Janice N. Wheaton	Aye
Kenneth S. Watts	Aye	Andra Higginbotham	Aye
Sharon W. Turner	Aye	Douglas Thompson	Aye

Office Manager/Treasurer Morgan gave a report on a new inventory control module for the accounting software which will allow integration with the work order system. Staff requests appropriation of \$5,000.00 from the general fund for purchase of the module for inventory control from Edmunds GovTech and approval of payment of \$5,000.00 after setup completion and receipt of invoice.

Ms. Turner made a motion that was seconded by Mr. Higginbotham to approve appropriation from the general fund of \$5,000.00 for purchase of an inventory control module from Edmunds GovTech, as recommended by staff.

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

D. Dwayne Tuggle		Janice N. Wheaton	Aye
Kenneth S. Watts	Aye	Andra Higginbotham	Aye
Sharon W. Turner	Aye	Douglas Thompson	Aye

Mr. Thompson made a motion that was seconded by Mr. Higginbotham to approve payment to Edmunds GovTech in the amount of \$5,000.00 for the inventory control module after completion of set up by Edmunds GovTech and receipt of invoice, as recommended by staff.

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

D. Dwayne Tuggle		Janice N. Wheaton	Aye
Kenneth S. Watts	Aye	Andra Higginbotham	Aye
Sharon W. Turner	Aye	Douglas Thompson	Aye

After a report by Town Manager McGuffin and discussion by Council, by consensus Town Manager McGuffin and Town Attorney Kemp were instructed to prepare and submit for Council review a proposed revision of Town Code Sec. 20-143. - Inoperative motor vehicles on residential, commercial or

agricultural property, and Sec. 20-144. - Removal of inoperative motor vehicles, to include enforcement in all zoning districts. The matter was deferred to the November 9, 2022, meeting.

After a report by Town Manager McGuffin and discussion, Ms. Turner made a motion that was seconded by Ms. Wheaton to establish an ad hoc committee comprised of two members, appointing Mr. Watts as Chairman and Mr. Higginbotham as Committee Member, to review proposed pole banner design options. The committee was directed to present design options for Council’s consideration at its November 9, 2022, meeting. Further discussion was deferred.

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

D. Dwayne Tuggle		Janice N. Wheaton	Aye
Kenneth S. Watts	Aye	Andra Higginbotham	Aye
Sharon W. Turner	Aye	Douglas Thompson	Aye

Mr. Watts made a motion that was seconded by Mr. Higginbotham to establish an ad hoc committee comprised of two members appointing Ms. Turner as Chairman and Ms. Wheaton as Committee Member to review the issue of two hour parking and where it should be located. The committee was directed to present their findings to Council for further discussion at its meeting on November 9, 2022.

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

D. Dwayne Tuggle		Janice N. Wheaton	Aye
Kenneth S. Watts	Aye	Andra Higginbotham	Aye
Sharon W. Turner	Aye	Douglas Thompson	Aye

Clerk of Council Hunt reported on discussions with Betty Stinson and Mike Cargill, Tech Club directors at Amherst and Nelson County High Schools, respectively, for both clubs to work in conjunction to video and livestream this years’ Town Christmas parade and festivities. Council members agreed that they are grateful for both groups’ participation and involvement.

At the request of Mr. Higginbotham, Town Manager McGuffin was instructed to look into installation of Christmas lights on West Court Street in the business district only.

Mayor Tuggle opened the floor to citizen comments.

Tim Ware, Amherst, VA, came forward to comment on the Police Department’s help with recently held Bikes Unlimited Gravel Ride.

There being no one else 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 8:21 P.M., until November 9, 2022, at 7:00 p.m., on motion of Ms. Wheaton seconded by Ms. Turner.

The motion carried 5-0 as follows:

D. Dwayne Tuggle		Janice N. Wheaton	Aye
Kenneth S. Watts	Aye	Andra Higginbotham	Aye
Sharon W. Turner	Aye	Douglas Thompson	Aye

D. Dwayne Tuggle, Mayor

Attest: _____
Clerk of Council

FOR APPROVAL