

Mayor Jacob P. Bailey called the regular monthly meeting of the Amherst Town Council to order on September 8, 2010 at 7:00 P.M. in the Council Chambers of the Town Hall at 186 S. Main Street. Council members Bobby J. Bondurant, J. Paul Kilgore, Haney Mottley, Harold Swisher and Richard Wydner were present. Town Manager Jack Hobbs, Police Chief Kenneth Watts, Town Attorney Tom Berry and Office Manager Colan Davis were also present.

Pastor Francisco Mayo from Morning Star Baptist Church gave an invocation.

Mrs. Eva Lee Shober came forward to read the preamble to the constitution. Mayor Bailey presented her with a proclamation that declared September 17 through 23 to be Constitution Week in the Town. Ms. Shober reminded the Council that a Veterans Day event will be held at 11 A.M. on November 11 in the courthouse.

Mr. Wydner made a motion that was seconded by Mr. Bondurant to approve the minutes for the August 11 and 17, 2010 meetings as previously submitted. The motion passed 5-0. Messrs. Bondurant, Kilgore, Mottley, Swisher and Wydner voted "Aye".

Mr. Mottley made a motion that was seconded by Mr. Kilgore to approve a surplus item policy. The motion passed 5-0. Messrs. Bondurant, Kilgore, Mottley, Swisher and Wydner voted "Aye". A copy of the policy is attached and made a part of these minutes.

Mr. Mottley made a motion that was seconded by Mr. Swisher to (a) endorse a VDOT permit application for the annual Ray Puckett Lions Club Christmas parade from Grandview Drive to Kenmore Road and held on Friday, December 3, 2010 starting at about 6:30 P.M. and (b) to donate \$100 to the Amherst Lion's Club for the purpose of defraying the cost of installing and removing a banner across S. Main Street to advertise the event. The motion passed 5-0. Messrs. Bondurant, Kilgore, Mottley, Swisher and Wydner voted "Aye".

After noting that no formal applications have been received as per the procedure articulated at §2-58 of the Town Code, the Town Council discussed filling the vacant seat on the Industrial Development Authority caused by the resignation of Marshall Mays.

After the Town Manager lead a discussion on the financial planning project, the following consensus developed: a preliminary prioritization of sewer projects was accepted; the Other Post Employment Benefits study should lay over until the final edition is received and questions can be asked of the auditor in October; the financial reserve policy recommended by Springsted and adjusted in an attempt to address upcoming audit requirements within the same document should lay over until the October meeting; the Town Manager was asked to pursue an opportunity to refinance some or all of the Town's debt to reduce costs; and the Town Council should hold a worksession on the water capital improvement plan in late October, and this should begin with a presentation by the leak detection/water audit/water modeling study consultant.

After Mr. Kilgore gave a presentation on the recruitment of a new police chief, he was asked to take the lead in that process.

The Mayor led a discussion on hosting a final Centennial thank you/wrap-up event at Winton Country Club on October 29.

There being no further business, the meeting adjourned at 9:00 P.M.

Jacob P. Bailey
Mayor

Attest:

Clerk of Council

Asset Inventory and Surplus Items Policy

Definition

For the purposes of this policy, surplus property is defined as any tangible property, tools or equipment that is owned by the Town of Amherst and was acquired by the town specifically for the use of any Town employee or department and which is obsolete or no longer substantially functional, practical or cost effective for use by the Town of Amherst. Real estate and fixed buildings are not considered surplus property for the purposes of this policy.

Surplus Items

Utilizing the Asset Inventories of both the General Government and the Police Department's asset inventory lists, The Town Manager and the Chief of Police shall periodically identify items that are defined as surplus property.

All items, including materials, tools, equipment, and other items owned by the Town of Amherst and identified as surplus items by any department of the Town will be made available for use by other Town departments at no charge. The Town Manager and the Chief of Police shall dispose of all other surplus items at the earliest practical date.

Methods of Disposal

Disposal of surplus items of any reasonable worth owned by the Town shall be by either a sealed bid or public auction, or in the case of firearms or weapons, online auctions involving only licensed firearms dealers may also be utilized. No firearm shall be sold to anyone except a licensed firearms dealer or a retiring Town police officer as authorized by the Code of Virginia. Notice of pending disposal shall be published in a local paper and all known interested parties notified of the pending disposal. The Town Manager or Police Chief may enter into a cooperative arrangement with another public body to dispose of surplus items. If the other public body administers the process, the rules of that body may be followed for the sale of Town property.

This policy shall not be construed as limiting the Town Council's authority to directly donate or sell any Town property to any specific individual or organization without going through an open sale procedure or its authority to authorize an alternate disposal procedure.

This policy shall not affect the authority to the Town Manager or Police Chief to exercise opportunities to trade in any item for a replacement item.

This policy is intended to cover routine items and shall not apply to real estate or fixed buildings.

Funds

The Town Manager or Police Chief, as appropriate, shall give a report on the results of the disposal procedure to the Town Council. Any proceeds from the sale of unneeded items will be held with all other Town funds by the Treasurer.

Conflict of Interest

The Town Employees, Town Council members and Mayor and their immediate families are not eligible to purchase any item determined to be surplus.