

**AMHERST TOWN COUNCIL**  
**AGENDA**  
**Wednesday, September 14, 2022**  
**Meeting at 7:00 p.m.**  
**Town Hall, 174 S. Main Street, Amherst, VA 24521**

**A. Call to Order for the Town Council– 7:00 p.m. - Mayor Tuggle**

**B. Pledge of Allegiance** - *I pledge allegiance to the Flag of the United States of America, and to the Republic for which it stands, one Nation under God, indivisible, with liberty and justice for all.*

**C. Invocation** - *Any invocation that may be offered before the official start of the Amherst Town Council meeting shall be the voluntary offering to, and for, the benefit of the Council. The views or beliefs expressed by the invocation speaker have not been previously reviewed or approved by Council and do not necessarily represent the religious beliefs or views of the Council in part or as a whole. No member of the audience is required to attend or participate in the invocation, and such decision will have no impact on their right to participate actively in the business of the Council. Copies of the policy governing invocations and setting forth the procedure by which a volunteer may deliver an invocation are available upon request at the Town Hall.*

**D. Public Hearings and Presentations**

**1. Public Hearing for Accessory Structures (Pgs. 1-2)** Sara McGuffin- *At last month's meeting, Council set a public hearing on the existing ordinance to hear additional input from citizens regarding the setbacks for accessory structures. The Planning Commission recommended no changes to the Code.*

**2. Appearance from IRON Lives-** Allison Jordon, Executive Director of IRON Lives, is appearing before the Council to update the Council about the group's current work and request permission for the IRON Lives 5K run to be held on Sunday, April 2<sup>nd</sup>, 2023.

**E. 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.*

**F. Consent Agenda** – *Items on the consent agenda can be voted on as a block if all are in agreement with the recommended action or discussed individually.*

**1. Town Council Minutes (Pgs. (Pgs. 3-10)-** *Drafts of the August 10, 2022 meeting minutes are **attached**. Please let Vicki Hunt know of any concerns by Wednesday morning such that any needed corrections can be presented at the meeting.*

**G. Correspondence and Reports**

**1. Staff Reports (Pgs. 11-50)**

1. Town Manager Monthly Report - **attached**
2. Police Chief Monthly Report - **attached**
3. Office Manager Monthly Report - **attached**
4. Clerk of Council Monthly Report- **attached**
5. Public Works Monthly Reports- **attached**

**2. Council Committee Reports**

1. Finance Committee
2. Utilities Committee – *Mr. Watts*

### **3. Other Reports (Pgs. 51-52)**

1. Planning Commission
2. Economic Development Authority- *met August 6, 2022, minutes attached*
3. Board of Zoning Appeals
4. Property Maintenance Investigation Board
5. Robert E. Lee SWCD

### **H. Discussion Items**

1. **Resolution for Mrs. Rachel Carton (Pg. 53)-** *Mayor Dwayne Tuggle- This resolution is for Mrs. Carton's many years of service to the Town, upon her move out of state, and her departure from Council.*
2. **Christmas Parade Approval-** *Sara McGuffin- Per Town Code, approval must be granted by Council for any event with closures of public streets. The Christmas Parade is being planned for December 2<sup>nd</sup>, with a theme of Blue Christmas." Staff requests a motion for Council for approval of the parade street closure.*
3. **Award of bid for Wastewater Centrifuge Construction Project- Handout-** *Sara McGuffin- Council has previously approved the bid for the equipment for this process and this portion of the project has now been bid out. The bids were opened on September 9<sup>th</sup>, and staff recommends award of the bid, so that the project may proceed.*
4. **Purchase Approval for Police Department Vehicle (Pgs. 54)** *Tracie Morgan- Per the Town's Purchasing Policy, any capital project of over \$10,000 requires approval from Council. This purchase was budgeted and appropriated in the adopted FY23 budget, and staff requests purchase approval.*
5. **Provision of Electricity at the Welcome Signs (Pg. 55)-** *Sara McGuffin- The Garden Club has requested consideration of electricity for lighting at the welcome signs. Mr. Thompson has worked with APCo to determine the price for Council's consideration.*
6. **Additions to Electronic Use Policy (Pg. 56)** *Sara McGuffin- Staff recommends two changes to the Electronic Use Policy. One allows for the turnover of Ipads at the end of one's term of service (if it has been at least four years) and one provides for the purchase of alternative devices at a Council member's request.*
7. **Adoption of the FY24 CIP and Budget Calendar (Pg. 57)** *Tracie Morgan- Attached is the proposed CIP and Budget calendar for the next fiscal year. Staff recommends approval of the calendar.*
8. **Board of Zoning Appeals Recommendation (Pg. 58)-** *Sara McGuffin- There is currently a vacancy on the Board of Zoning Appeals. This position is recommended by Council for appointment by the Circuit Court. Staff recommends the appointment of Mrs. Rachel Thompson for the vacancy left by Mr. Carton.*

### **I. Matters from Staff**

### **J. Matters from Town Council**

### **K. Citizen Comments**

### **L. Closed Session-** *For the assignment, appointment, promotion, performance, demotion, salaries, disciplining, or resignation of specific public officers, appointees, or employees of the public body, namely, the appointment of a Town Council member to serve in the vacancy created by Mrs. Carton until after a special election on November 6, 2023.*

### **M. Appointment for Town Council Vacancy-** *With the departure of Mrs. Rachel Carton, the Town Council has an existing vacancy. State Code provides that the vacancy must be filled by the Council within 45 days. Mrs. Carton's last day*

*was August 22<sup>nd</sup>, meaning the vacancy must be filled by October 6. It is anticipated that this appointment will be until the Special Election on November 6, 2023, pending the order from the Circuit Court Judge.*

**N. Adjournment**



# TOWN OF AMHERST

P.O. Box 280 174 S. Main Street Amherst, VA 24521  
Phone (434)946-7885 Fax (434)946-2087

**To:** Town Council

**From:** Sara McGuffin

**Date:** August 4, 2022

**Re:** Accessory Structures

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A Notice of Violation was issued for an illegal accessory structure on Cedar Street. This structure, a carport, violates the front and side yard setbacks for accessory structures, and was built without a zoning certificate or a building permit. Accessory structures are required to meet the front setbacks and side setbacks for the district, as well as a reduced fifteen foot rear setback. The recipient of the NOV requested that Council review the Code and determine if it is meeting the needs of the Town. As the matter is being reviewed by the Council, the enforcement proceedings have been halted to allow the Council to consider the request.

The Council referred the matter to the Planning Commission to hold a public hearing. The Commission held their public hearing on August 3. At that time, Mr. Stinson came to speak on the matter, and suggested that the Town consider other ordinances from other towns that allow more lenient setbacks for accessory structures. He provided pictures of his structure and copies of ordinances from other localities. The Commission noted the neatness of his property and the work he has put into it. However, the Commission voted 6-1 to retain the existing setbacks for accessory structures in the Town and recommends no changes to the Council.

At this point, the Council may either accept the recommendation of the Commission, at which point, the enforcement action will continue based upon the existing Code, or Council can direct staff to advertise for a public hearing on a revised Code. If Council would like a revision to the Code, discussion at this meeting should direct staff as to the nature of the proposed changes. Mr. Stinson's request would include a five foot side setback and a reduced front yard setback, that would allow structures to be within the front yards of a residence.

Sec. 18.1-901.02 Accessory buildings.

The location of accessory buildings and uses in residential districts must meet the following restrictions:

1. Where an accessory building is attached to the main building, a substantial part of one wall of the accessory building shall be an integral part of the main building or such accessory building shall be attached to the main building in a substantial manner by a roof, and therefore such attached accessory building shall comply in all respects with the requirements applicable to the main building.
2. A detached accessory building shall not be closer than fifteen (15) feet to the main building or rear lot line. Accessory building shall not be closer to a lot line than the setback line for side yards for the district in which the lot is located. Additionally, no building housing livestock shall be placed within two hundred (200) feet of a lot line located within or abutting any residential or business district.
3. A detached accessory building, not more than two (2) stories in height, may be constructed on not more than thirty (30) percent of the rear yard.
4. No detached accessory building may be located in the front yard of a lot.
5. Radio and television antennae, satellite dishes with a dish area larger than 4 square feet, solar panels, wind mills and similar accessory uses shall be permitted as accessory uses provided they conform to all appropriate yard and height requirements for the district in which the lot is located. The installation of a satellite dish antenna shall be permitted in accordance with the Virginia Uniform Statewide Building Code.

Mayor D. Dwayne Tuggle called a regular monthly meeting of the Amherst Town Council to order on August 10, 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	A	Sharon W. Turner
P	Rachel A. Carton	P	Janice N. Wheaton
P	Kenneth S. Watts	P	Andra Higginbotham

Also present were the following staff members:

Sara E. McGuffin	Town Manager		Brandon Payne	Police Captain
Eric Lansing	Town Attorney		Luther Rose	Police Officer
Vicki K. Hunt	Clerk of Council		Gary Williams	Director of Plants
Tracie Morgan	Office Manager		Becky Cash	Lead Water Operator
Robert Shiflett	Chief of Police		Charles Thompson	Utilities Maintenance Foreman

Recitation of the Pledge of Allegiance to the Flag was followed by an invocation by Charles Thompson.

Town Attorney Lansing gave a brief report on consideration of an amendment to Chapter 20, Article 1 of the Town of Amherst Code, creating a new Section 20-11 – Loud Exhaust Prohibited. The proposed new Section would, if approved, prohibit excessive or unusual levels of noise from vehicles by requiring that every vehicle driven on a public highway of the Town shall be equipped with a muffler and exhaust system in good working order and in constant operation to prevent excessive or unusual levels of noise; would prohibit vehicles equipped with chambered pipes; would require muffler and exhaust systems to conform to the requirements of Va. Code §§ 46.2-1047 and 46.2-1049; would enable law enforcement to stop drivers operating a vehicle in violation of this Section; and would establish a fine of \$250 for violations. The proposed new section would also provide related violations and definitions.

Mayor Tuggle opened a duly advertised public hearing at 7:05 P.M. on the proposed amendment to Chapter 20, Article 1 of the Town of Amherst Code, creating a new Section 20-11 – Loud Exhaust Prohibited.

Town Manger McGuffin read a statement on behalf of Aaron Mahler, resident of the Town of Amherst, in support of the proposed amendment, stating that Mr. Mahler and his wife have been unreasonably disturbed by deafening vehicular noise due to vehicular exhaust modification.

Angela Sundaramurthy, resident of the Town of Amherst, came forward in opposition of the amendment stating that it would not be measurable or enforceable, cannot be proved, is too subjective, and would be a hassle for the Town law enforcement.

There being no one else present in person or otherwise who wished to speak on the proposed amendment to Chapter 20, Article 1 of the Town of Amherst Code, creating a new Section 20-11 – Loud Exhaust Prohibited, the public hearing closed at 7:12 PM.

Mr. Watts made a motion that was seconded by Ms. Wheaton to adopt the proposed amendment to Chapter 20, Article 1 of the Town of Amherst Code, creating a new Section 20-11 – Loud Exhaust Prohibited, prohibiting excessive or unusual levels of noise from vehicles by requiring that every vehicle

driven on a public highway of the Town shall be equipped with a muffler and exhaust system in good working order and in constant operation to prevent excessive or unusual levels of noise; prohibiting vehicles equipped with chambered pipes; requiring muffler and exhaust systems to conform to the requirements of Va. Code §§ 46.2-1047 and 46.2-1049; enabling law enforcement to stop drivers operating a vehicle in violation of this Section; establish a fine of \$250 for violations, and providing related violations and definitions, as recommended by staff.

After discussion, the motion, with Mayor Tuggle casting a tie breaking vote, carried 3-2 via the roll call method as follows:

D. Dwayne Tuggle	Aye	Sharon W. Turner	Absent
Rachel A. Carton	Nay	Janice N. Wheaton	Aye
Kenneth S. Watts	Aye	Andra Higginbotham	Nay

A copy of the Ordinance is attached to and made a part of these minutes.

Mayor Tuggle opened the floor to citizen comments.

Holden Chase came forward asking for consideration to install bike racks around town.

Terrell Stinson came forward asking for Council's consideration to modify setbacks for accessory structures.

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

Mr. Watts made a motion that was seconded by Mr. Higginbotham to approve the Minutes of the meetings held on June 8, 2022, and July 12, 2022, as presented.

After discussion, the motion carried 3-0-1 via the roll call method as follows:

D. Dwayne Tuggle		Sharon W. Turner	Absent
Rachel A. Carton	Abstain	Janice N. Wheaton	Aye
Kenneth S. Watts	Aye	Andra Higginbotham	Aye

Ms. Carton, Chairman of the Finance Committee, gave a brief report on the Committee's finding that funding for the K-9 unit would present no significant impact on the budget.

Amherst Police Department Captain Payne gave a report on the Department's request for the addition of a single purpose Police K-9 to the Police Department for the purpose of detecting illegal drugs. The cost of the program would be approximately \$12,500.00 for the first year, and approximately \$8,000.00 each year thereafter for costs associated with maintaining certification, training, and care of the Police K-9. Officer Rose was present to answer questions.

Ms. Carton made a motion that was seconded by Mr. Higginbotham to approve the addition of a single purpose Police K-9, at an initial cost of \$12,500.00 and yearly costs associated with maintaining certification, training, and care of the Police K-9, as recommended by staff.

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

D. Dwayne Tuggle		Sharon W. Turner	Absent
Rachel A. Carton	Aye	Janice N. Wheaton	Aye
Kenneth S. Watts	Aye	Andra Higginbotham	Aye

After Town Attorney Lansing gave a report on a proposed Application for Abandonment of a Public Right-of Way, Ms. Carton made a motion that was seconded by Ms. Wheaton to authorize Town Manager McGuffin and Town Attorney Lansing to publish and make the Application for Abandonment of a Public Right-of-Way available to any interested applicant, as recommended by staff.

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

D. Dwayne Tuggle		Sharon W. Turner	Absent
Rachel A. Carton	Aye	Janice N. Wheaton	Aye
Kenneth S. Watts	Aye	Andra Higginbotham	Aye

Mr. Watts made a motion that was seconded by Mr. Higginbotham to set a public hearing on September 14, 2022, on consideration of amending proposed Section 18.1-902.02 of the Zoning and Subdivision Ordinances referring to accessory buildings, that would, if approved, amend setbacks for accessory structures as set out in Section 18.1-901.02 of the Town's Zoning and Subdivision Ordinances.

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

D. Dwayne Tuggle		Sharon W. Turner	Absent
Rachel A. Carton	Aye	Janice N. Wheaton	Aye
Kenneth S. Watts	Aye	Andra Higginbotham	Aye

Town Manager McGuffin gave a report on two applications for appointment to the Economic Development Authority to fill a vacancy which occurred on June 30, 2022, and to fill a vacancy for an unexpired term ending June 30, 2025.

Ms. Wheaton made a motion that was seconded by Ms. Carton to appoint the following individuals to the following board for the terms listed below.

<b>Board</b>	<b>Appointed</b>	<b>Term of Office</b>
Economic Development Authority	Mark D. Milhous	8-10-2022 – 8-31-2026
Economic Development Authority	Douglas L. Thompson	8-10-2022 – 6-30-2025

There being no discussion, the motion carried 4-0 via the roll call method as follows:

D. Dwayne Tuggle		Sharon W. Turner	Absent
Rachel A. Carton	Aye	Janice N. Wheaton	Aye
Kenneth S. Watts	Aye	Andra Higginbotham	Aye

Police Captain Payne clarified that Officer Rose will be the Police K-9 handler.

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

At 7:51 PM Mayor Tuggle recessed the meeting.

At 7:54 PM, Ms. Carton read a resolution to authorize closed meeting, as follows:

WHEREAS, the Town Council of the Town of Amherst desires to discuss in Closed Meeting the following matter(s):

- Assignment, appointment, promotion, performance, demotion, salaries, disciplining, or resignation of specific public officers, appointees, or employees of the public body, namely, the Town Manager and the Town Attorney - §2.2-3711(A)(1)
- Consultation with legal counsel pertaining to actual or probable litigation, namely, litigation regarding the derelict building located at 172 Depot Street, where such consultation in open meeting would adversely affect the negotiating or litigating posture of the public body. - §2.2-3711(A)(7)
- Consultation with legal counsel employed or retained by a public body regarding specific legal matters requiring the provision of legal advice by such counsel, namely, the process for the Town Council to exercise its power under article IX, § 1(1) of the Town Charter, providing for the Council to compel the abatement or removal of a nuisance. - §2.2-3711(A)(8).

WHEREAS, pursuant to Virginia Code §§ 2.2-3711(A)(1), (A)(7), and (A)(8), respectively, such discussions may occur in Closed Meeting;

NOW, THEREFORE, BE IT RESOLVED that the Town Council of the Town of Amherst does hereby authorize discussion of the aforestated matters in Closed Meeting.

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

D. Dwayne Tuggle		Sharon W. Turner	Absent
Rachel A. Carton	Aye	Janice N. Wheaton	Aye
Kenneth S. Watts	Aye	Andra Higginbotham	Aye

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

At 7:55 PM, pursuant to the Resolution, Town Council convened in closed session.

At 8:11 PM the meeting reopened to the public.

Clerk of Council Hunt read the following closed session certification to Council:

Do you certify that to the best of your knowledge (i) only public business matters lawfully exempted from open meeting requirements under Title 2.2, Chapter 37 of the Code of Virginia, and (ii) only such public business matters as were identified in the motion by which the closed session was convened were heard, discussed, or considered in the session?

Responses via the roll call method was as follows:

D. Dwayne Tuggle	Yes	Sharon W. Turner	Absent
Rachel A. Carton	Yes	Janice N. Wheaton	Yes
Kenneth S. Watts	Yes	Andra Higginbotham	Yes

Ms. Carton made a motion that was seconded by Mr. Watts to amend Town Manager McGuffin's contract to reflect a change of notice of resignation requirement from six (6) months to 2 (two) months.

The motion carried 4-0 via the roll call method as follows:

D. Dwayne Tuggle		Sharon W. Turner	Absent
Rachel A. Carton	Aye	Janice N. Wheaton	Aye
Kenneth S. Watts	Aye	Andra Higginbotham	Aye

Ms. Carton made a motion that was seconded by Mr. Higginbotham to amend the retainer agreement effective January 1, 2022, between the Town of Amherst and Deal & Lachney, P.C., to reflect a change in paragraph 1 of the agreement referring to designation of Town Attorney from Eric Lansing to Kelley Kemp.

The motion carried 4-0 via the roll call method as follows:

D. Dwayne Tuggle		Sharon W. Turner	Absent
Rachel A. Carton	Aye	Janice N. Wheaton	Aye
Kenneth S. Watts	Aye	Andra Higginbotham	Aye

There being no further business, the meeting adjourned at 8:13 P.M., until September 14, 2022, at 7:00 p.m., on motion of Ms. Wheaton seconded by Ms. Carton.

The motion carried 4-0 via the roll call method as follows:

D. Dwayne Tuggle		Sharon W. Turner	Absent
Rachel A. Carton	Aye	Janice N. Wheaton	Aye
Kenneth S. Watts	Aye	Andra Higginbotham	Aye

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D. Dwayne Tuggle, Mayor

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

**MOTION:** Kenneth S. Watts

**SECOND:** Janice N. Wheaton



**August 10, 2022**  
**Regular Meeting**  
**Ord. No. 220810**

## **ORDINANCE OF THE TOWN OF AMHERST**

**AN ORDINANCE AMENDING THE CODE OF THE TOWN OF AMHERST, VIRGINIA, CHAPTER 20 (TRAFFIC AND VEHICLES), ARTICLE I (IN GENERAL), BY ENACTING THEREIN § 20-11 (LOUD EXHAUST PROHIBITED), TO PROHIBIT EXCESSIVE OR UNUSUAL LEVELS OF NOISE FROM VEHICLES.**

**WHEREAS**, §§ 15.2-1427 and 15.2-1433 of the Code of Virginia, 1950 enables a local governing body to adopt, amend and codify ordinances or portions thereof;

**WHEREAS**, § 46.2-1051 of the Code of Virginia enables any town to regulate noise from a vehicle operated on a highway that is not equipped with a muffler and exhaust system conforming to the law;

**WHEREAS**, article IX, § 1, clause 25 of the Charter of the Town of Amherst empowers the Town Council more generally “to regulate the use of automobiles and other automotive vehicles upon the streets,” provided that such regulations as “not prohibited by general law”;

**WHEREAS**, article IX, § 1, clause 17 of the Town Charter empowers the Town Council to “pass and enforce all . . . ordinances which it may deem necessary for the good order and government of the town . . ., and to do such other things and pass such other laws as may be necessary or proper to carry into full effect all powers . . . [of the] town”;

**WHEREAS**, the Town Council deems this ordinance necessary for the good order and government of the Town;

**WHEREAS**, the full text of this amendment was available for public inspection in the Amherst Town Hall, at 174 S. Main Street, Amherst, VA 24521; and

**WHEREAS**, on August 10, 2022, a public hearing was held on this matter, and all of those wishing to speak on this topic were heard;

**NOW THEREFORE, BE IT ORDAINED BY THE TOWN COUNCIL OF THE TOWN OF AMHERST**, that Chapter 20 (Traffic and Vehicles), Article I (In General), § 20-11 of the Amherst Town Code is hereby amended as follows:

**Sec. 20-11. – Loud exhaust prohibited.**

- A. Every vehicle driven on a public highway of the Town shall be equipped with a muffler and exhaust system in good working order and in constant operation to prevent excessive or unusual levels of noise. No person shall drive a vehicle on a public highway, and no owner of a vehicle shall permit or allow his vehicle to be driven on a public highway, unless the vehicle's muffler and exhaust system conform to the foregoing requirements.
- B. Definitions:
  - 1. "Excessive or unusual levels of noise" mean any noise of such intensity as to unreasonably disturb or annoy the quiet, comfort, or repose of any person.
  - 2. "Exhaust system" means all the parts of a vehicle through which the exhaust passes after leaving the engine block, including mufflers and other sound dissipative devices.
- C. Deemed violations:
  - 1. Every muffler and exhaust system that fails to conform to the requirements of Virginia Code §§ 46.2-1047 and 46.2-1049 shall be deemed in violation of this Section.
  - 2. Any vehicle equipped with chambered pipes shall be deemed in violation of this Section.
- D. Pursuant to Subsection B of Virginia Code § 46.2-1051, a law enforcement officer may stop a motor vehicle for a violation of this ordinance.
- E. It shall be an affirmative defense that the vehicle (1) is an antique motor vehicle licensed pursuant to 35 § 46.2-730, provided that the engine is comparable to that designed as standard factory equipment for use on that particular vehicle, and the exhaust system is in good working order, or (2) is a converted electric vehicle.

The foregoing Ordinance was adopted on the 10th day of August, 2022.

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D. Dwayne Tuggle, Mayor

ATTEST:

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Clerk of Council

**RESOLUTION**  
**TOWN COUNCIL OF THE TOWN OF AMHERST, VIRGINIA**

**MOTION: Rachel Carton**

**Wednesday, August 10, 2022**  
**Regular Meeting**

**RE: AUTHORIZE CLOSED MEETING**

WHEREAS, the Town Council of the Town of Amherst desires to discuss in Closed Meeting the following matter(s):

- Assignment, appointment, promotion, performance, demotion, salaries, disciplining, or resignation of specific public officers, appointees, or employees of the public body, namely, the Town Manager and the Town Attorney. - §2.2-3711(A)(1)
- Consultation with legal counsel pertaining to actual or probable litigation, namely, litigation regarding the derelict building located at 172 Depot Street, where such consultation in open meeting would adversely affect the negotiating or litigating posture of the public body. - §2.2-3711(A)(7)
- Consultation with legal counsel employed or retained by a public body regarding specific legal matters requiring the provision of legal advice by such counsel, namely, the process for the Town Council to exercise its power under article IX, § 1(1) of the Town Charter, providing for the Council to compel the abatement or removal of a nuisance. - §2.2-3711(A)(8)

WHEREAS, pursuant to Virginia Code §§ 2.2-3711(A)(1), (A)(7), and A(8), respectively, such discussions may occur in Closed Meeting;

NOW, THEREFORE, BE IT RESOLVED that the Town Council of the Town of Amherst does hereby authorize discussion of the aforestated matters in Closed Meeting.

D. Dwayne Tuggle	Aye	Sharon W. Turner	Absent
Rachel A. Carton	Aye	Janice N. Wheaton	Aye
Kenneth S. Watts	Aye	Andra Higginbotham	Aye

Adopted this 10th day of August, 2022.

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

ATTEST:

\_\_\_\_\_  
Clerk of Council

**Town Manager's Report**  
**September 14, 2022**  
*Status of all items shown in italics*

**From the Council's Strategic Plan:**

Ongoing or immediate

- Discuss Brockman Park development with IDA- *Mini-retreat with IDA on 8.24*
- Advise the IDA about Council's interest in exploring an EDA- *Completed 5.3.21*
- Review the previously developed walkability plan- *Completed 4.15.21*
- Town Manager meet with the County Administrator and brief him on Council's desire to improve relationships with the County- *Completed*

Within three (3) months – by June 1, 2021

- Develop a sidewalk plan in priority blocks downtown- *Additional planning to be completed through Comprehensive Plan and continued grant work.*
- Mayor and Chair of Amherst County Board of Supervisors meeting
- Develop a business visitation plan and commence visits- *All businesses have been visited or had multiple attempts made.*
- Develop a plan for a new Council table/dais, including the layout and components, get price quotes, and report back to Council- *Clerk is reviewing options for construction of a workstation for her at the meetings.*

Within six (6) months – by September 1, 2021

- Bring to Council a plan for a pathway forward for the IDA to become an EDA- *Completed.*
- Convene a joint Town Council/IDA meeting *Held July 6, 2021*
- Explore creating a façade improvement program, with incentives
- Joint Town Council/Board of Supervisors meeting
- Explore the (additional) resources necessary to implement the workplan and report back to Council

By January 1, 2022

- Negotiate and approve a revised utility agreement with Sweet Briar College- *Completed.*

Within one year – by March 1, 2022

- Develop a workplan for the IDA/EDA with goals- *In process.*
- Comprehensive Plan update, including a Downtown Revitalization Component, *In process. Survey results have been received, reviewed with the public, and posted on the Town's website.*

Within two (2) years – by March 1, 2023

- Complete initial visitation of town businesses- *Completed.*

- Adopt a revised Comprehensive Plan- *Anticipated completion by Fall, 2022. The PDC staff is currently working on updating the demographics in the Plan based upon the 2020 census.*

### **Other Major Projects:**

#### Sewer Sliplining Project

*Wastewater Treatment Plant improvements are complete. On the collection side of the project, we have worked with the contractor on a plan of action for the remaining work. USDA has approved pipe bursting and we working to get a completion schedule.*

#### Water Treatment Plant

*The project is proceeding well, although there are time delays due to supply chain issues and a pandemic related shutdown. Staff is working with the Town Engineer and the contractor to review needs at the Raw Water Pump Station. Pumps have been replaced and adjusted for the correct flow. A new schedule has been completed, based upon the availability of the backordered items. Completion is anticipated for Spring, 2023*

#### Brockman Park Engineering Work

*Survey and delineation work is complete, and 50% grading plans are complete. Stormwater plans and other regulatory items have been submitted to the state for approval.*

#### Standalone Generator at Waugh's Ferry Water Tank

*Site work is proceeding quickly, and the generator has been placed.*

#### Centrifuge Facility (Sludge Dewaterer)

*The winning bid will be held until the end of September. Construction bids are set to be opened on September 9, and awarded at the September 14, 2022 Council meeting.*



**August 2022 Monthly Report. Mileage: 6,112 Total Calls: 272**

CALLS FOR SERVICE	NUMBER
MOTORIST ASSIST	14
ALARM	10
PHONE COMPLAINT	132
BOLO	11
MISSING PERSON	
SHOPLIFTING	
PROBLEM WITH OTHERS	11
DOMESTIC	1
CHECK WELFARE	3
NOISE OR DOG COMPLAINT	2
TRAFFIC CRASH	9
EMS CALLS	4
SUDDEN DEATH	1
SUSPICIOUS PERSON	8
OTHER	40
CALLS AT AMBRIAR	2

OTHER	NUMBER
ASSIST OTHER OFFICER	20
ASSIST OTHER AGENCY	12
COURT	7
REPORTS	21
SCHOOL / TRAINING	138 hrs
MEETINGS	21
TOWED / IMPOUNDED VEH	

WARNINGS	NUMBER
SPEEDING	1
EQUIPMENT VIOLATION	2
RECKLESS DRIVING	
SUSPENDED LICENSE	
INSPECTION/REGISTRATION	1
SEAT BELT / TEXTING	
ALL OTHER VIOLATIONS	1

OFFICER INITIATED	NUMBER
BUILDING CHECKS	156
BUSINESS VISIT	116
BUILDING SEARCH	8
TRAFFIC SUMMONS	21
DRUNK IN PUBLIC	1
EXTRA PATROLS/PARKS	243/46
WARRANT SERVICE	4
PROPERTY WALK AROUNDS	102
WARRANTS OBTAINED	16
PARKING TICKETS	
MISD. INVESTIGATION	5
FELONY INVESTIGATION	5
NARCOTICS INV.	1
SEARCH WARRANT	
PUBLIC RELATIONS	25
CITIZEN CONTACT	422

TRAFFIC STOPS TICKETED	NUMBER
SPEEDING	14
EQUIPMENT VIOLATION	
RECKLESS DRIVING	1
SUSPENDED LICENSE	
INSPECTION/REGISTRATION	3
SEAT BELT / TEXTING	
ALL OTHER VIOLATIONS	3

ARREST	NUMBER
MISDEMEANOR	10
FELONY	4
EPO/PPO	
ECO	
NARCOTICS VIOLATION	1
DUI / DUID	4



PLEASE LIST ALL PASS ON'S, INVESTIGATIONS, ARREST, IMPOUNDED VEHICLES WITH REASON AND LOCATION, AND BUSINESSES WITH OPEN DOORS OR ANY OTHER SIGNIFICANT COMPLAINTS.

### **MONTH OF AUGUST ACTIVITIES:**

8/1/22 – Chief Shiflett, Captain Payne, Inv. Watts recert on VCIN  
8/2/22 – National Night Out at ACHS. Attended by whole department. Passed out approximately 200 bags with school supplies. Captain Payne participated in dunking booth. Officer Rose brought k9 Skye and let children interact with her.  
8/4/22 – Chief Shiflett, Captain Payne attended Handle with Care meeting at school administration office  
8/7/22 – Investigator Watts attended community engagement event with Monacan Nation.  
8/8/22 – Captain Payne and Investigator Watts attended crisis response training at ACHS with school faculty and Sheriff's Office.  
8/9/22 – Officer Robinson recert VCIN  
8/10/22 – Chief Shiflett, Captain Payne, Officer Rose attended Town Council meeting to answer questions about k9 program  
8/15/22-8/31-22 – Officer Rose, k9 Skye, and k9 Xena are in k9 school. Skye is doing great and a fast learner. Xena is a slow learner but doing well and excelling at tracking. Skye is already working on Narcotics, Tracking, and Article Searches.  
8/16/22 – Chief Shiflett completed line-item inspections.  
8/17/22 – Ali Davis completed Evidence Tech School and certified.  
8/17/22 – Attended Sam Bryant's retirement celebration at County Admin Office  
8/18/22 – Mutual Aid Agreement signed with CVCC.  
8/22/22 – Officer Martin met with representatives from Attorney Generals Office in reference to implementation of TRIAD program.  
8/25/22 – Chief Shiflett, Captain Payne attended RASAC meeting.  
8/26/22 – Entire department recertified on 4 hour basic first aid/CPR/AED at ACHS.  
8/26/22 – Officer Napier worked for department for coverage and had DUI/D arrest.  
8/27/22 – Investigator Watts completed online General Instructor Recertification  
8/30/22 – Reserve Officer DJ Banton completed 40 hours of online recertification training.



**School visits:**

Amherst Elementary School – 20

Central Elementary School – 10

Amherst Middle School – 6

Amherst High School – 8

**AFTER HOURS CALLS**

8/2/22	Motorist Assist	Snap Fitness	Advice
8/3/22	Hang Up 911	Newington Dr	Unfounded
8/4/22	Susp. Person	Social Services	GOA
8/11/22	Deer 10-50	South Main	non reportable
8/15/22	Problems w/others	140 Montfair	Advice
8/19/22	Prowler	122 Woodland	Unfounded
8/19/22	Susp. Person	Laundry Mat	Advice
8/29/22	Goats Loose	279 South Main	Advice
8/29/22	Confused Fox	203 South Main	GOA
8/30/22	Goats Loose	279 South Main	Advice

**ASSIST COUNTY CALLS**

8/3/22	Susp. Person	937 Richmond Hwy	Advice
8/4/22	Problems w/others	Ebenezer/Union Hill	Advice
8/26/22	Problems w/others	Courthouse	Assit



# TOWN OF AMHERST

P.O. Box 280 174 S. Main Street Amherst, VA 24521  
Phone (434)946-7885 Fax (434)946-2087

**To:** Town Council  
**From:** Tracie Morgan  
**Date:** September 7, 2022  
**Re:** August 2022 Monthly Report

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## **Utilities:**

- August utility billing total was \$190,137.89.
- Seven disconnects for August 2022 for 60 days or more past due.
- Six new account set-ups.

## **A/P**

- The total amount of checks cut for August 2022 bills, including payroll deductions were \$729,514.16. The majority of this amount is from payments related to the Water Treatment Plant Project.
- Please see attached report for full check listing.

## **Meals and Beverage Tax**

- 18 Businesses paid \$59,040.69 in Meals and Beverage Tax for the month of July 2022.

## **Revenue and Expense Report**

- The attached report shows revenue and expense totals through August 31, 2022.

Statement of Revenue and Expenditures

Revenue Account Range: First to Last		Include Non-Anticipated: Yes		Year To Date As Of: 08/31/22				
Expend Account Range: First to Last		Include Non-Budget: Yes		Current Period: 07/01/22 to 08/31/22				
Print Zero YTD Activity: No				Prior Year: 07/01/21 to 08/31/21				

Revenue Account	Description	Prior Yr Rev	Anticipated	Curr Rev	YTD Rev	Cancel	Excess/Deficit	% Real
100-3-11010-0001	REAL PROPERTY TAXES - CURRENT	\$0.00	\$0.00	\$430.64	\$430.64	\$0.00	\$430.64	0%
100-3-11060-0002	INTEREST ON DEL TAXES	\$67.32	\$0.00	\$59.07	\$59.07	\$0.00	\$59.07	0%
100-3-12010-0001	LOCAL SALES & USE TAX	\$25,702.63	\$144,000.00	\$25,327.33	\$25,327.33	\$0.00	-\$118,672.67	18%
100-3-12020-0001	CONSUMER UTILITY TAX-GAS, ELEC	\$4,266.20	\$25,200.00	\$4,192.71	\$4,192.71	\$0.00	-\$21,007.29	17%
100-3-12020-0002	ELECTRIC CONSUMPTION TAX	\$2,942.54	\$18,000.00	\$3,089.84	\$3,089.84	\$0.00	-\$14,910.16	17%
12020 Total		\$7,208.74	\$43,200.00	\$7,282.55	\$7,282.55	\$0.00	-\$35,917.45	17%
100-3-12030-0006	BUSINESS LICENSE TAX	\$8,475.92	\$115,000.00	\$8,788.22	\$8,788.22	\$0.00	-\$106,211.78	8%
100-3-12030-0007	BUSINESS LIC TAX-INTEREST & PEN	\$995.48	\$2,500.00	\$1,055.00	\$1,055.00	\$0.00	-\$1,445.00	42%
12030 Total		\$9,471.40	\$117,500.00	\$9,843.22	\$9,843.22	\$0.00	-\$107,656.78	8%
100-3-12050-0001	MOTOR VEHICLE LICENSES	-\$161.00	\$40,000.00	-\$36.00	-\$36.00	\$0.00	-\$40,036.00	-0%
100-3-12050-0002	MOTOR VEHICLE LICENSES PENALTIES/INTER	\$41.84	\$300.00	\$48.12	\$48.12	\$0.00	-\$251.88	16%
12050 Total		-\$119.16	\$40,300.00	\$12.12	\$12.12	\$0.00	-\$40,287.88	0%
100-3-12060-0001	BANK STOCK FEE	\$0.00	\$70,000.00	\$0.00	\$0.00	\$0.00	-\$70,000.00	0%
100-3-12080-0001	CIGARETTE TAX	\$0.00	\$30,000.00	\$6,000.00	\$6,000.00	\$0.00	-\$24,000.00	20%
100-3-12100-0001	LODGING TAX	\$1,669.87	\$12,000.00	\$1,473.72	\$1,473.72	\$0.00	-\$10,526.28	12%
100-3-12110-0001	MEALS TAX	\$108,262.84	\$625,000.00	\$127,021.23	\$127,021.23	\$0.00	-\$497,978.77	20%
100-3-12110-0002	MEALS TAX-PEN & INTEREST	\$0.00	\$600.00	\$407.97	\$407.97	\$0.00	-\$192.03	68%
12110 Total		\$108,262.84	\$625,600.00	\$127,429.20	\$127,429.20	\$0.00	-\$498,170.80	20%
100-3-13030-0007	ZONING PERMITS	\$0.00	\$0.00	\$823.35	\$823.35	\$0.00	\$823.35	0%
100-3-14010-0001	FINES & FORFEITURES	\$869.03	\$6,000.00	\$2,546.30	\$2,546.30	\$0.00	-\$3,453.70	42%
100-3-15010-0001	INTEREST ON BANK DEPOSITS	\$292.62	\$3,000.00	\$0.00	\$0.00	\$0.00	-\$3,000.00	0%
100-3-15010-0002	INTEREST ON INVESTMENTS	\$2,320.78	\$12,000.00	\$0.00	\$0.00	\$0.00	-\$12,000.00	0%
100-3-15010-0003	VIP UNREALIZED GAIN/LOSS	\$2,033.45	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0%
15010 Total		\$4,646.85	\$15,000.00	\$0.00	\$0.00	\$0.00	-\$15,000.00	0%
100-3-15020-0005	TOWER LEASE	\$783.63	\$9,402.56	\$1,809.86	\$1,809.86	\$0.00	-\$7,592.70	19%
100-3-16030-0001	POLICE SECURITY	\$560.00	\$0.00	\$861.28	\$861.28	\$0.00	\$861.28	0%
100-3-18030-0005	RETURNED CHECK FEE	\$0.00	\$150.00	\$255.00	\$255.00	\$0.00	\$105.00	170%

Statement of Revenue and Expenditures

<i>Revenue Account</i>	<i>Description</i>	<i>Prior Yr Rev</i>	<i>Anticipated</i>	<i>Curr Rev</i>	<i>YTD Rev</i>	<i>Cancel</i>	<i>Excess/Deficit</i>	<i>% Real</i>
100-3-18030-0006	ACCIDENT REPORTS	\$10.00	\$200.00	\$20.00	\$20.00	\$0.00	-\$180.00	10%
100-3-18030-0007	MISC REV	\$0.00	\$0.00	\$127.58	\$127.58	\$0.00	\$127.58	0%
100-3-18030-0008	COLLECTION FEE	\$85.00	\$2,200.00	\$68.01	\$68.01	\$0.00	-\$2,131.99	3%
18030 Total		\$95.00	\$2,550.00	\$470.59	\$470.59	\$0.00	-\$2,079.41	18%
100-3-18990-0003	DONATIONS-POLICE	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0%
100-3-18990-0005	SALE OF SALVAGE/SURPLUS PROPERTY	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0%
18990 Total		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0%
100-3-19020-0005	DMV STOP FEES	\$327.52	\$500.00	\$282.36	\$282.36	\$0.00	-\$217.64	56%
100-3-22010-0007	ROLLING STOCK TAX	\$2,395.61	\$2,390.00	\$2,395.81	\$2,395.81	\$0.00	\$5.81	100%
100-3-22010-0009	PERSONAL PROPERTY TAX RELIEF	\$17,455.92	\$17,455.00	\$17,455.92	\$17,455.92	\$0.00	\$0.92	100%
100-3-22010-0010	RENTAL TAX	\$583.89	\$2,400.00	\$851.01	\$851.01	\$0.00	-\$1,548.99	35%
100-3-22010-0020	GAME OF SKILLS TAX	\$288.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0%
100-3-22010-0030	COMMUNICATION TAX FROM STATE	\$11,745.07	\$78,000.00	\$11,691.37	\$11,691.37	\$0.00	-\$66,308.63	15%
22010 Total		\$32,468.49	\$100,245.00	\$32,394.11	\$32,394.11	\$0.00	-\$67,850.89	32%
100-3-24010-0001	DCJS GRANTS	\$0.00	\$0.00	\$18,750.00	\$18,750.00	\$0.00	\$18,750.00	0%
100-3-24010-0003	STATE POLICE AID	\$0.00	\$58,820.00	\$0.00	\$0.00	\$0.00	-\$58,820.00	0%
24010 Total		\$0.00	\$58,820.00	\$18,750.00	\$18,750.00	\$0.00	-\$40,070.00	32%
100-3-24020-0001	FIRE PROGRAM GRANT	\$0.00	\$15,000.00	\$0.00	\$0.00	\$0.00	-\$15,000.00	0%
100-3-24020-0004	OTHER PUBLIC SAFETY GRANTS	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0%
24020 Total		\$0.00	\$15,000.00	\$0.00	\$0.00	\$0.00	-\$15,000.00	0%
100-3-33010-0009	DCJS FEDERAL JUSTICE FUNDS	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0%
100-3-33030-0003	ARPA FUNDS	\$0.00	\$0.00	\$1,130,893.00	\$1,130,893.00	\$0.00	\$1,130,893.00	0%
100-3-42000-0000	RESERVE	\$0.00	\$188,390.21	\$0.00	\$0.00	\$0.00	-\$188,390.21	0%
GENERAL FUND Revenue Total		\$192,014.16	\$1,478,507.77	\$1,366,688.70	\$1,366,688.70	\$0.00	-\$111,819.07	92%

<i>Expend Account</i>	<i>Description</i>	<i>Prior Yr Expd</i>	<i>Budgeted</i>	<i>Curr Expd</i>	<i>YTD Expd</i>	<i>Cancel</i>	<i>Balance</i>	<i>% Expd</i>
100-4-11010-0000	TOWN COUNCIL	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0%
100-4-11010-1100	WAGES	\$1,900.00	\$11,400.00	\$1,900.00	\$1,900.00	\$0.00	\$9,500.00	17%
100-4-11010-2100	FICA	\$145.40	\$872.10	\$145.40	\$145.40	\$0.00	\$726.70	17%
100-4-11010-5501	TRAVEL-MILAGE/HOTELS/CONFERENCE	\$0.00	18 \$1,500.00	\$3,132.56	\$3,132.56	\$0.00	-\$1,632.56	209%

Town of Amherst  
Statement of Revenue and Expenditures

<i>Expend Account</i>	<i>Description</i>	<i>Prior Yr Expd</i>	<i>Budgeted</i>	<i>Curr Expd</i>	<i>YTD Expd</i>	<i>Cancel</i>	<i>Balance</i>	<i>% Expd</i>
	11010 Total	\$2,045.40	\$13,772.10	\$5,177.96	\$5,177.96	\$0.00	\$8,594.14	38%
100-4-12110-0000	TOWN MANAGER	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0%
100-4-12110-1100	WAGES	\$4,152.88	\$28,261.74	\$5,849.26	\$5,849.26	\$0.00	\$22,412.48	21%
100-4-12110-1300	PT WAGES	\$5,507.05	\$60,481.52	\$5,838.52	\$5,838.52	\$0.00	\$54,643.00	10%
100-4-12110-2100	FICA	\$757.55	\$6,788.86	\$911.88	\$911.88	\$0.00	\$5,876.98	13%
100-4-12110-2200	VRS	\$1,380.20	\$9,649.13	\$1,313.69	\$1,313.69	\$0.00	\$8,335.44	14%
100-4-12110-2300	HEALTH INSURANCE	\$432.21	\$7,900.20	\$896.21	\$896.21	\$0.00	\$7,003.99	11%
100-4-12110-2400	GROUP LIFE INSURANCE	\$61.41	\$672.68	\$88.59	\$88.59	\$0.00	\$584.09	13%
100-4-12110-2500	STD/LONG-TERM DISABILITY	-\$393.95	\$380.89	\$44.24	\$44.24	\$0.00	\$336.65	12%
100-4-12110-2600	UNEMPLOYMENT INSURANCE	\$12.88	\$41.45	\$0.00	\$0.00	\$0.00	\$41.45	0%
100-4-12110-2700	WORKER'S COMP	\$0.00	\$147.83	\$0.00	\$0.00	\$0.00	\$147.83	0%
100-4-12110-3150	PROFESSIONAL SVCS	\$800.00	\$3,000.00	\$0.00	\$0.00	\$0.00	\$3,000.00	0%
100-4-12110-3600	ADVERTISING	\$77.00	\$1,000.00	\$0.00	\$0.00	\$0.00	\$1,000.00	0%
100-4-12110-5000	CONTINGENCY REQUIREMENT	\$553.30	\$44,455.00	\$971.78	\$971.78	\$0.00	\$43,483.22	2%
100-4-12110-5210	POSTAGE	\$0.00	\$200.00	\$38.21	\$38.21	\$0.00	\$161.79	19%
100-4-12110-5230	TELECOMMUNICATIONS	\$90.00	\$540.00	\$90.00	\$90.00	\$0.00	\$450.00	17%
100-4-12110-5307	CRIME & CYBER INSURANCE	\$0.00	\$2,956.00	\$0.00	\$0.00	\$0.00	\$2,956.00	0%
100-4-12110-5501	TRAVEL-MILAGE/HOTEL/CONFERENCE	\$142.76	\$2,000.00	\$1,287.24	\$1,287.24	\$0.00	\$712.76	64%
100-4-12110-5810	DUES & MEMBERSHIPS	\$1,160.00	\$2,500.00	\$275.00	\$275.00	\$0.00	\$2,225.00	11%
100-4-12110-8000	CAPITAL EQUIPMENT	\$0.00	\$135,800.00	\$0.00	\$0.00	\$0.00	\$135,800.00	0%
	12110 Total	\$14,733.29	\$306,775.30	\$17,604.62	\$17,604.62	\$0.00	\$289,170.68	6%
100-4-12210-3150	TOWN ATTORNEY	\$4,296.25	\$25,000.00	\$4,000.00	\$4,000.00	\$0.00	\$21,000.00	16%
100-4-12240-3150	INDEPENDENT AUDITOR	\$0.00	\$20,000.00	\$0.00	\$0.00	\$0.00	\$20,000.00	0%
100-4-12420-0000	FINANCE DEPARTMENT	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0%
100-4-12420-1100	WAGES	\$6,647.87	\$46,280.54	\$7,711.31	\$7,711.31	\$0.00	\$38,569.23	17%
100-4-12420-1300	PT WAGES	\$566.95	\$4,750.80	\$585.65	\$585.65	\$0.00	\$4,165.15	12%
100-4-12420-2100	FICA	\$485.69	\$3,903.90	\$564.55	\$564.55	\$0.00	\$3,339.35	14%
100-4-12420-2200	VRS	\$1,178.64	\$7,835.30	\$1,373.96	\$1,373.96	\$0.00	\$6,461.34	18%
100-4-12420-2300	HEALTH INSURANCE	\$1,179.57	\$7,489.80	\$1,416.90	\$1,416.90	\$0.00	\$6,072.90	19%
100-4-12420-2400	GROUP LIFE INSURANCE	\$98.69	19 \$620.16	\$115.05	\$115.05	\$0.00	\$505.11	19%

Town of Amherst  
Statement of Revenue and Expenditures

<i>Expend Account</i>	<i>Description</i>	<i>Prior Yr Expd</i>	<i>Budgeted</i>	<i>Curr Expd</i>	<i>YTD Expd</i>	<i>Cancel</i>	<i>Balance</i>	<i>% Expd</i>
100-4-12420-2600	UNEMPLOYEMENT INSURANCE	\$5.59	\$29.83	\$0.00	\$0.00	\$0.00	\$29.83	0%
100-4-12420-2700	WORKER'S COMP	\$0.00	\$130.19	\$0.00	\$0.00	\$0.00	\$130.19	0%
100-4-12420-3009	DMV STOPS	\$375.00	\$1,200.00	\$375.00	\$375.00	\$0.00	\$825.00	31%
100-4-12420-3150	PROFESSIONAL SVCS	\$0.00	\$2,800.00	\$0.00	\$0.00	\$0.00	\$2,800.00	0%
100-4-12420-3160	BANKING SERVICE CHARGES	\$50.90	\$840.00	\$0.00	\$0.00	\$0.00	\$840.00	0%
100-4-12420-3170	VIP MANAGEMENT FEE	\$504.74	\$3,500.00	\$0.00	\$0.00	\$0.00	\$3,500.00	0%
100-4-12420-3320	SERVICE CONTRACTS	\$0.00	\$4,250.00	\$0.00	\$0.00	\$0.00	\$4,250.00	0%
100-4-12420-3600	ADVERTISING	\$65.14	\$200.00	\$0.00	\$0.00	\$0.00	\$200.00	0%
100-4-12420-5210	POSTAGE	\$62.75	\$3,000.00	\$1,041.38	\$1,041.38	\$0.00	\$1,958.62	35%
100-4-12420-5230	TELECOMMUNICATIONS	\$180.00	\$1,080.00	\$180.00	\$180.00	\$0.00	\$900.00	17%
100-4-12420-5400	TUITION REIMBURSEMENT	\$0.00	\$5,000.00	\$0.00	\$0.00	\$0.00	\$5,000.00	0%
100-4-12420-5501	TRAVEL-MILEAGE/HOTEL/CONFERENCE	\$0.00	\$1,000.00	\$16.50	\$16.50	\$0.00	\$983.50	2%
100-4-12420-5810	DUES & MEMBERSHIPS	\$110.00	\$210.00	\$200.00	\$200.00	\$0.00	\$10.00	95%
100-4-12420-6001	OFFICE SUPPLIES	\$867.00	\$4,000.00	\$874.37	\$874.37	\$0.00	\$3,125.63	22%
12420 Total		\$12,378.53	\$98,120.52	\$14,454.67	\$14,454.67	\$0.00	\$83,665.85	15%
100-4-12510-0000	INFORMATION TECHNOLOGY	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0%
100-4-12510-3150	I.T. SERVICES	\$616.00	\$9,000.00	\$710.91	\$710.91	\$0.00	\$8,289.09	8%
100-4-12510-3330	PHONE MAINTENANCE	\$0.00	\$500.00	\$0.00	\$0.00	\$0.00	\$500.00	0%
100-4-12510-3340	WEBSITE MAINTENANCE	\$350.00	\$1,000.00	\$450.00	\$450.00	\$0.00	\$550.00	45%
100-4-12510-5600	MICROSOFT OFFICE SERVICE	\$1,056.00	\$6,480.00	\$556.00	\$556.00	\$0.00	\$5,924.00	9%
100-4-12510-6002	I.T. SUPPLIES	\$320.83	\$3,000.00	\$1,520.93	\$1,520.93	\$0.00	\$1,479.07	51%
100-4-12510-8001	I.T. EQUIPMENT	\$1,600.24	\$1,000.00	\$0.00	\$0.00	\$0.00	\$1,000.00	0%
12510 Total		\$3,943.07	\$20,980.00	\$3,237.84	\$3,237.84	\$0.00	\$17,742.16	15%
100-4-31100-0000	POLICE DEPARTMENT	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0%
100-4-31100-1100	WAGES	\$52,496.02	\$379,712.76	\$57,951.96	\$57,951.96	\$0.00	\$321,760.80	15%
100-4-31100-1200	OVERTIME	\$118.00	\$3,500.00	\$134.03	\$134.03	\$0.00	\$3,365.97	4%
100-4-31100-1300	PT WAGES	\$5,833.92	\$47,634.99	\$6,693.94	\$6,693.94	\$0.00	\$40,941.05	14%
100-4-31100-1400	OTHER PAY/HOLIDAY	\$605.52	\$16,547.41	\$1,328.00	\$1,328.00	\$0.00	\$15,219.41	8%
100-4-31100-1500	SECURITY WAGES	\$0.00	\$0.00	\$1,000.00	\$1,000.00	\$0.00	-\$1,000.00	0%
100-4-31100-2100	FICA	\$4,466.84	\$34,225.73	\$4,948.07	\$4,948.07	\$0.00	\$29,277.66	14%

Town of Amherst  
Statement of Revenue and Expenditures

<i>Expend Account</i>	<i>Description</i>	<i>Prior Yr Expd</i>	<i>Budgeted</i>	<i>Curr Expd</i>	<i>YTD Expd</i>	<i>Cancel</i>	<i>Balance</i>	<i>% Expd</i>
100-4-31100-2200	VRS	\$9,149.08	\$67,999.53	\$10,758.35	\$10,758.35	\$0.00	\$57,241.18	16%
100-4-31100-2300	HEALTH INSURANCE	\$9,410.00	\$66,690.00	\$9,405.00	\$9,405.00	\$0.00	\$57,285.00	14%
100-4-31100-2400	GROUP LIFE INSURANCE	\$766.28	\$5,295.57	\$898.19	\$898.19	\$0.00	\$4,397.38	17%
100-4-31100-2500	STD/LONG-TERM DISABILITY	\$0.00	\$0.00	\$19.30	\$19.30	\$0.00	-\$19.30	0%
100-4-31100-2600	UNEMPLOYMENT INSURANCE	\$32.43	\$221.64	\$0.00	\$0.00	\$0.00	\$221.64	0%
100-4-31100-2700	WORKER'S COMP	\$0.00	\$17,484.23	\$0.00	\$0.00	\$0.00	\$17,484.23	0%
100-4-31100-2710	LODA INSURANCE	\$0.00	\$6,125.00	\$0.00	\$0.00	\$0.00	\$6,125.00	0%
100-4-31100-3310	REPAIR & MAINT. SVCS	\$1,478.05	\$6,000.00	\$0.00	\$0.00	\$0.00	\$6,000.00	0%
100-4-31100-3320	PROFESSIONAL SERVICES	\$0.00	\$0.00	\$7,000.00	\$7,000.00	\$0.00	-\$7,000.00	0%
100-4-31100-3400	CODE RED	\$0.00	\$2,700.00	\$0.00	\$0.00	\$0.00	\$2,700.00	0%
100-4-31100-3600	ADVERTISING	\$0.00	\$500.00	\$0.00	\$0.00	\$0.00	\$500.00	0%
100-4-31100-5210	POSTAGE	\$0.00	\$500.00	\$4.50	\$4.50	\$0.00	\$495.50	1%
100-4-31100-5230	TELECOMMUNICATIONS	\$1,395.73	\$11,760.00	\$1,278.99	\$1,278.99	\$0.00	\$10,481.01	11%
100-4-31100-5305	MOTOR VEHICLE INSURANCE	\$0.00	\$3,722.96	\$0.00	\$0.00	\$0.00	\$3,722.96	0%
100-4-31100-5306	OTHER PROPERTY INSURANCE	\$0.00	\$545.42	\$0.00	\$0.00	\$0.00	\$545.42	0%
100-4-31100-5501	TRAVEL-MILEAGE/CONFERENCE/HOTEL	\$4,269.26	\$4,000.00	\$32.60	\$32.60	\$0.00	\$3,967.40	1%
100-4-31100-5700	PUBLIC SAFTETY FOURTH OF JULY EVENT	\$0.00	\$6,000.00	\$0.00	\$0.00	\$0.00	\$6,000.00	0%
100-4-31100-5800	FIRE RANGE FEES	\$0.00	\$3,000.00	\$0.00	\$0.00	\$0.00	\$3,000.00	0%
100-4-31100-5801	ATTORNEY FEES	\$0.00	\$2,000.00	\$0.00	\$0.00	\$0.00	\$2,000.00	0%
100-4-31100-5810	DUES & MEMBERSHIP	\$0.00	\$5,500.00	\$5,115.00	\$5,115.00	\$0.00	\$385.00	93%
100-4-31100-6001	OFFICE SUPPLIES	\$495.95	\$3,000.00	\$509.39	\$509.39	\$0.00	\$2,490.61	17%
100-4-31100-6003	CANINE SUPPLIES	\$0.00	\$0.00	\$668.80	\$668.80	\$0.00	-\$668.80	0%
100-4-31100-6008	FUEL	\$1,993.98	\$15,000.00	\$2,569.46	\$2,569.46	\$0.00	\$12,430.54	17%
100-4-31100-6009	VEHICLE/POWER EQUIPMENT SUPPLIES	\$548.67	\$9,000.00	\$0.00	\$0.00	\$0.00	\$9,000.00	0%
100-4-31100-6010	POLICE SUPPLIES	\$0.00	\$28,000.00	\$7,900.61	\$7,900.61	\$0.00	\$20,099.39	28%
100-4-31100-6011	UNIFORMS	\$469.05	\$4,000.00	\$315.20	\$315.20	\$0.00	\$3,684.80	8%
100-4-31100-6030	CRIME PREVENTION	\$48.34	\$4,000.00	\$4,537.23	\$4,537.23	\$0.00	-\$537.23	113%
100-4-31100-6032	INVESTIGATION EXPENSE	\$125.00	\$2,500.00	\$0.00	\$0.00	\$0.00	\$2,500.00	0%
100-4-31100-8005	VEHICLES/EQUIPMENT	\$69,577.26	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0%
31100 Total		\$163,279.38	21 \$757,165.24	\$123,068.62	\$123,068.62	\$0.00	\$634,096.62	16%

Town of Amherst  
Statement of Revenue and Expenditures

<i>Expend Account</i>	<i>Description</i>	<i>Prior Yr Expd</i>	<i>Budgeted</i>	<i>Curr Expd</i>	<i>YTD Expd</i>	<i>Cancel</i>	<i>Balance</i>	<i>% Expd</i>
100-4-32200-0000	CONTROL	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0%
100-4-32200-5600	FIRE DEPT CONTRIBUTIONS	\$0.00	\$12,500.00	\$0.00	\$0.00	\$0.00	\$12,500.00	0%
100-4-32200-5701	FIRE PROGRAM GRANTS	\$0.00	\$15,000.00	\$0.00	\$0.00	\$0.00	\$15,000.00	0%
	32200 Total	\$0.00	\$27,500.00	\$0.00	\$0.00	\$0.00	\$27,500.00	0%
100-4-41320-5100	STREETLIGHTS	\$2,075.13	\$26,000.00	\$166.05	\$166.05	\$0.00	\$25,833.95	1%
100-4-43200-0000	GENERAL MAINTENANCE	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0%
100-4-43200-1100	WAGES	\$6,272.57	\$21,904.95	\$5,688.67	\$5,688.67	\$0.00	\$16,216.28	26%
100-4-43200-1300	PT WAGES	\$1,549.25	\$14,442.71	\$1,618.62	\$1,618.62	\$0.00	\$12,824.09	11%
100-4-43200-1400	OTHER PAY/HOLIDAY	\$0.00	\$342.14	\$179.43	\$179.43	\$0.00	\$162.71	52%
100-4-43200-2100	FICA	\$581.62	\$2,806.77	\$551.92	\$551.92	\$0.00	\$2,254.85	20%
100-4-43200-2200	VRS	\$1,154.57	\$3,708.51	\$1,100.07	\$1,100.07	\$0.00	\$2,608.44	30%
100-4-43200-2300	HEALTH INSURANCE	\$1,819.95	\$6,225.00	\$1,496.50	\$1,496.50	\$0.00	\$4,728.50	24%
100-4-43200-2400	GROUP LIFE INSURANCE	\$96.70	\$293.53	\$92.17	\$92.17	\$0.00	\$201.36	31%
100-4-43200-2600	UNEMPLOYMENT INSURANCE	\$13.43	\$46.20	\$0.00	\$0.00	\$0.00	\$46.20	0%
100-4-43200-2700	WORKER'S COMP	\$0.00	\$196.74	\$0.00	\$0.00	\$0.00	\$196.74	0%
100-4-43200-5100	ELECTRIC	\$951.48	\$8,000.00	\$1,067.82	\$1,067.82	\$0.00	\$6,932.18	13%
100-4-43200-5110	HEATING SERVICES	\$0.00	\$3,500.00	\$0.00	\$0.00	\$0.00	\$3,500.00	0%
100-4-43200-5120	WATER/SEWER	\$769.22	\$3,400.00	\$0.00	\$0.00	\$0.00	\$3,400.00	0%
100-4-43200-5230	TELECOMMUNICATION	\$2,217.89	\$10,600.00	\$2,206.55	\$2,206.55	\$0.00	\$8,393.45	21%
100-4-43200-5304	PROPERTY INSURANCE	\$0.00	\$563.21	\$0.00	\$0.00	\$0.00	\$563.21	0%
100-4-43200-5305	MOTOR VEHICLE INSURANCE	\$0.00	\$1,474.64	\$0.00	\$0.00	\$0.00	\$1,474.64	0%
100-4-43200-5306	OTHER PROPERTY INSURANCE	\$0.00	\$1,307.21	\$0.00	\$0.00	\$0.00	\$1,307.21	0%
100-4-43200-5308	GENERAL LIABILITY INSURANCE	\$0.00	\$14,783.00	\$0.00	\$0.00	\$0.00	\$14,783.00	0%
100-4-43200-5410	LEASE OF EQUIPMENT	\$0.00	\$7,000.00	\$661.56	\$661.56	\$0.00	\$6,338.44	9%
100-4-43200-5501	TRAVEL-MILEAGE/CONFERENCE/HOTEL	\$0.00	\$1,000.00	\$0.00	\$0.00	\$0.00	\$1,000.00	0%
100-4-43200-6001	OFFICE SUPPLIES	\$165.28	\$750.00	\$436.53	\$436.53	\$0.00	\$313.47	58%
100-4-43200-6005	JANITORIAL SUPPLIES	\$337.50	\$3,000.00	\$586.90	\$586.90	\$0.00	\$2,413.10	20%
100-4-43200-6007	REPAIR & MAINT. SUPPLIES	\$1,805.88	\$21,500.00	\$1,004.55	\$1,004.55	\$0.00	\$20,495.45	5%
100-4-43200-6008	FUEL	\$2,734.86	\$15,000.00	\$2,014.16	\$2,014.16	\$0.00	\$12,985.84	13%
100-4-43200-6009	VEHICLE/POWER EQUIPMENT SUPPLIES	\$1,641.99	22 \$24,000.00	\$8,099.29	\$8,099.29	\$0.00	\$15,900.71	34%

Statement of Revenue and Expenditures

<i>Expend Account</i>	<i>Description</i>	<i>Prior Yr Expd</i>	<i>Budgeted</i>	<i>Curr Expd</i>	<i>YTD Expd</i>	<i>Cancel</i>	<i>Balance</i>	<i>% Expd</i>
100-4-43200-6011	UNIFORMS	\$0.00	\$2,500.00	\$0.00	\$0.00	\$0.00	\$2,500.00	0%
100-4-43200-6012	CHRISTMAS DECORATIONS	\$0.00	\$3,500.00	\$0.00	\$0.00	\$0.00	\$3,500.00	0%
100-4-43200-6013	AG SUPPLIES	\$65.00	\$2,000.00	\$297.94	\$297.94	\$0.00	\$1,702.06	15%
100-4-43200-8005	EQUIPMENT/VEHICLES	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0%
43200 Total		\$22,177.19	\$173,844.61	\$27,102.68	\$27,102.68	\$0.00	\$146,741.93	16%
100-4-72100-5600	VILLAGE GARDEN CLUB CONTRI.	\$0.00	\$3,000.00	\$0.00	\$0.00	\$0.00	\$3,000.00	0%
100-4-72200-5600	MUSEUM CONTRIBUTIONS	\$0.00	\$2,500.00	\$0.00	\$0.00	\$0.00	\$2,500.00	0%
100-4-81100-0000	PLANNING/ZONING	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0%
100-4-81100-3600	ADVERTISING	\$0.00	\$200.00	\$118.52	\$118.52	\$0.00	\$81.48	59%
100-4-81100-5210	POSTAGE	\$0.00	\$75.00	\$0.00	\$0.00	\$0.00	\$75.00	0%
100-4-81100-5810	DUES/MEMBERSHIP	\$1,063.00	\$1,075.00	\$1,118.00	\$1,118.00	\$0.00	-\$43.00	104%
81100 Total		\$1,063.00	\$1,350.00	\$1,236.52	\$1,236.52	\$0.00	\$113.48	92%
100-4-83500-5600	NEIGHBORS HELPING NEIGHBORS CONTRIBU	\$0.00	\$2,500.00	\$0.00	\$0.00	\$0.00	\$2,500.00	0%
100-4-92000-9000	REVENUE REFUNDS	\$9,023.28	\$0.00	\$45.00	\$45.00	\$0.00	-\$45.00	0%
100-4-94000-0000	CONTROL	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0%
100-4-94000-8000	PURCHASE OF LAND/BUILDING	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0%
94000 Total		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0%
GENERAL FUND Expend Total		\$235,014.52	\$1,478,507.77	\$196,093.96	\$196,093.96	\$0.00	\$1,282,413.81	13%

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GENERAL FUND

	<u>Prior</u>	<u>Current</u>	<u>YTD</u>
Revenue:	\$192,014.16	\$1,366,688.70	\$1,366,688.70
Expended:	\$235,014.52	\$196,093.96	\$196,093.96
Net Income:	-\$43,000.36	\$1,170,594.74	\$1,170,594.74

<i>Revenue Account</i>	<i>Description</i>	<i>Prior Yr Rev</i>	<i>Anticipated</i>	<i>Curr Rev</i>	<i>YTD Rev</i>	<i>Cancel</i>	<i>Excess/Deficit</i>	<i>% Real</i>
501-3-16080-0005	WATER IN-TOWN BASE CHARGES	\$41,465.68	\$254,707.54	\$43,605.55	\$43,605.55	\$0.00	-\$211,101.99	17%
501-3-16080-0006	WATER OT BASE CHARGES	\$27,381.43	\$150,338.98	\$31,563.31	\$31,563.31	\$0.00	-\$118,775.67	21%
501-3-16080-0007	WATER IN-TOWN USAGE CHARGE	\$65,939.46	\$374,019.84	\$73,128.79	\$73,128.79	\$0.00	-\$300,891.05	20%
501-3-16080-0008	WATER OT USAGE CHARGES	\$47,673.02	\$253,848.46	\$53,018.77	\$53,018.77	\$0.00	-\$200,829.69	21%
501-3-16080-0009	PENALTIES	\$8,545.67	\$20,000.00	\$20,062.60	\$20,062.60	\$0.00	\$62.60	100%

Town of Amherst  
Statement of Revenue and Expenditures

<i>Revenue Account</i>	<i>Description</i>	<i>Prior Yr Rev</i>	<i>Anticipated</i>	<i>Curr Rev</i>	<i>YTD Rev</i>	<i>Cancel</i>	<i>Excess/Deficit</i>	<i>% Real</i>
501-3-16080-0010	TRIP CHARGES	\$2,600.00	\$12,000.00	\$1,200.00	\$1,200.00	\$0.00	-\$10,800.00	10%
501-3-16080-0011	DORMANT ACCT FEE	\$574.06	\$3,662.66	\$645.67	\$645.67	\$0.00	-\$3,016.99	18%
501-3-16080-0012	FIRE SPRINKLERS	\$794.00	\$4,749.55	\$794.00	\$794.00	\$0.00	-\$3,955.55	17%
501-3-16080-0013	AVAILABILITY FEE	\$0.00	\$0.00	\$1,192.63	\$1,192.63	\$0.00	\$1,192.63	0%
501-3-16080-0014	WATER CHARGES-SBC	\$20,425.36	\$131,625.12	\$16,050.00	\$16,050.00	\$0.00	-\$115,575.12	12%
16080 Total		\$215,398.68	\$1,204,952.15	\$241,261.32	\$241,261.32	\$0.00	-\$963,690.83	20%
501-3-41040-0006	TRANSFER FROM OTHR FUNDS	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0%
501-3-41060-0007	DEPOSIT-UTILITY ACCTS	\$0.00	\$0.00	\$600.00	\$600.00	\$0.00	\$600.00	0%
501-3-42000-0000	RESERVE FUNDS	\$0.00	\$7,663.39	\$0.00	\$0.00	\$0.00	-\$7,663.39	0%
WATER FUND Revenue Total		\$215,398.68	\$1,212,615.54	\$241,861.32	\$241,861.32	\$0.00	-\$970,754.22	20%

<i>Expend Account</i>	<i>Description</i>	<i>Prior Yr Expd</i>	<i>Budgeted</i>	<i>Curr Expd</i>	<i>YTD Expd</i>	<i>Cancel</i>	<i>Balance</i>	<i>% Expd</i>
501-4-12110-0000	TOWN MANAGER	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0%
501-4-12110-1100	WAGES	\$6,152.39	\$41,869.24	\$6,378.58	\$6,378.58	\$0.00	\$35,490.66	15%
501-4-12110-1300	PT WAGES	\$688.39	\$4,817.90	\$729.80	\$729.80	\$0.00	\$4,088.10	15%
501-4-12110-2100	FICA	\$550.88	\$3,571.57	\$572.55	\$572.55	\$0.00	\$2,999.02	16%
501-4-12110-2200	VRS	\$1,395.68	\$8,792.54	\$1,457.19	\$1,457.19	\$0.00	\$7,335.35	17%
501-4-12110-2300	HEALTH INSURANCE	\$626.75	\$4,104.00	\$680.16	\$680.16	\$0.00	\$3,423.84	17%
501-4-12110-2400	GROUP LIFE INSURANCE	\$89.07	\$561.05	\$92.99	\$92.99	\$0.00	\$468.06	17%
501-4-12110-2500	STD/LONG-TERM DISABILITY	\$35.28	\$221.07	\$36.84	\$36.84	\$0.00	\$184.23	17%
501-4-12110-5000	CONTINGENCY	\$0.00	\$444.00	\$0.00	\$0.00	\$0.00	\$444.00	0%
12110 Total		\$9,538.44	\$64,381.37	\$9,948.11	\$9,948.11	\$0.00	\$54,433.26	15%
501-4-12420-0000	FINANCE DEPARTMENT	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0%
501-4-12420-1100	WAGES	\$5,795.82	\$40,718.94	\$5,759.81	\$5,759.81	\$0.00	\$34,959.13	14%
501-4-12420-1300	PT WAGES	\$1,133.90	\$9,501.60	\$1,171.34	\$1,171.34	\$0.00	\$8,330.26	12%
501-4-12420-2100	FICA	\$501.57	\$3,841.87	\$499.09	\$499.09	\$0.00	\$3,342.78	13%
501-4-12420-2200	VRS	\$998.37	\$6,893.72	\$1,004.78	\$1,004.78	\$0.00	\$5,888.94	15%
501-4-12420-2300	HEALTH INSURANCE	\$1,086.82	\$7,182.00	\$1,099.09	\$1,099.09	\$0.00	\$6,082.91	15%
501-4-12420-2400	GROUP LIFE INSURANCE	\$83.61	\$545.63	\$84.15	\$84.15	\$0.00	\$461.48	15%
501-4-12420-3160	BANKING SERVICE CHARGES	\$49.53	24 \$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0%

Town of Amherst  
Statement of Revenue and Expenditures

<i>Expend Account</i>	<i>Description</i>	<i>Prior Yr Expd</i>	<i>Budgeted</i>	<i>Curr Expd</i>	<i>YTD Expd</i>	<i>Cancel</i>	<i>Balance</i>	<i>% Expd</i>
501-4-12420-3320	SUPPORT CONTRACTS	\$0.00	\$3,600.00	\$0.00	\$0.00	\$0.00	\$3,600.00	0%
501-4-12420-5210	POSTAGE	\$555.24	\$3,500.00	\$592.84	\$592.84	\$0.00	\$2,907.16	17%
501-4-12420-6001	OFFICE SUPPLIES	\$0.00	\$2,200.00	\$1,486.00	\$1,486.00	\$0.00	\$714.00	68%
	12420 Total	\$10,204.86	\$77,983.76	\$11,697.10	\$11,697.10	\$0.00	\$66,286.66	15%
501-4-44000-0000	WATER OPERATIONAL	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0%
501-4-44000-1100	WAGES	\$20,536.99	\$145,735.81	\$22,492.77	\$22,492.77	\$0.00	\$123,243.04	15%
501-4-44000-1200	OVERTIME	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0%
501-4-44000-1300	PT WAGES	\$2,455.52	\$15,849.66	\$1,940.24	\$1,940.24	\$0.00	\$13,909.42	12%
501-4-44000-1400	OTHER/HOLIDAY	\$145.50	\$5,961.45	\$722.10	\$722.10	\$0.00	\$5,239.35	12%
501-4-44000-2100	FICA	\$1,662.61	\$12,817.34	\$1,811.11	\$1,811.11	\$0.00	\$11,006.23	14%
501-4-44000-2200	VRS	\$3,578.21	\$24,673.07	\$3,320.44	\$3,320.44	\$0.00	\$21,352.63	13%
501-4-44000-2300	HEALTH INSURANCE	\$3,946.26	\$25,650.00	\$2,571.49	\$2,571.49	\$0.00	\$23,078.51	10%
501-4-44000-2400	GROUP LIFE INSURANCE	\$299.64	\$1,952.86	\$275.92	\$275.92	\$0.00	\$1,676.94	14%
501-4-44000-2500	LONG-TERM DISABILITY	\$49.90	\$227.39	\$18.94	\$18.94	\$0.00	\$208.45	8%
501-4-44000-2600	UNEMPLOYMENT INSURANCE	\$10.85	\$92.40	\$0.00	\$0.00	\$0.00	\$92.40	0%
501-4-44000-2700	WORKER'S COMP	\$0.00	\$5,374.40	\$0.00	\$0.00	\$0.00	\$5,374.40	0%
501-4-44000-3140	TESTING SERVICES	\$644.59	\$31,000.00	\$431.76	\$431.76	\$0.00	\$30,568.24	1%
501-4-44000-3150	PROFESSIIONAL SVCS	\$500.00	\$3,200.00	\$500.00	\$500.00	\$0.00	\$2,700.00	16%
501-4-44000-3310	REPAIR & MAINT. SVCS	\$0.00	\$10,000.00	\$1,143.67	\$1,143.67	\$0.00	\$8,856.33	11%
501-4-44000-3600	ADVERTISING	\$0.00	\$2,000.00	\$0.00	\$0.00	\$0.00	\$2,000.00	0%
501-4-44000-5100	ELECTRICAL SVCS	\$5,483.95	\$37,000.00	\$7,352.23	\$7,352.23	\$0.00	\$29,647.77	20%
501-4-44000-5120	WATER & SEWER	\$675.79	\$7,500.00	\$0.00	\$0.00	\$0.00	\$7,500.00	0%
501-4-44000-5210	POSTAGE	\$70.00	\$2,000.00	\$98.45	\$98.45	\$0.00	\$1,901.55	5%
501-4-44000-5230	TELECOMMUNICATIONS	\$605.10	\$4,500.00	\$563.93	\$563.93	\$0.00	\$3,936.07	13%
501-4-44000-5304	PROPERTY INSURANCE	\$0.00	\$3,106.98	\$0.00	\$0.00	\$0.00	\$3,106.98	0%
501-4-44000-5305	MOTOR VEHICLE INSURANCE	\$0.00	\$472.06	\$0.00	\$0.00	\$0.00	\$472.06	0%
501-4-44000-5501	TRAVEL-MILEAGE/HOTEL/CONFERENCE	\$0.00	\$3,000.00	\$25.00	\$25.00	\$0.00	\$2,975.00	1%
501-4-44000-5600	PERMITS	\$0.00	\$4,000.00	\$3,558.00	\$3,558.00	\$0.00	\$442.00	89%
501-4-44000-5810	DUES & MEMBERSHIPS	\$3,702.38	\$2,000.00	\$324.00	\$324.00	\$0.00	\$1,676.00	16%
501-4-44000-6001	OFFICE SUPPLIES	\$0.00	25 \$2,000.00	\$0.00	\$0.00	\$0.00	\$2,000.00	0%

Town of Amherst  
Statement of Revenue and Expenditures

<i>Expend Account</i>	<i>Description</i>	<i>Prior Yr Expd</i>	<i>Budgeted</i>	<i>Curr Expd</i>	<i>YTD Expd</i>	<i>Cancel</i>	<i>Balance</i>	<i>% Expd</i>
501-4-44000-6004	LAB SUPPLIES	\$778.72	\$15,000.00	\$1,503.61	\$1,503.61	\$0.00	\$13,496.39	10%
501-4-44000-6007	REPAIR & MAINT. SUPPLIES	\$659.51	\$20,000.00	\$762.41	\$762.41	\$0.00	\$19,237.59	4%
501-4-44000-6008	FUEL/OIL	\$0.00	\$2,000.00	\$2,087.38	\$2,087.38	\$0.00	-\$87.38	104%
501-4-44000-6009	VEHICLE & EQUIP SUPPLIES	\$219.84	\$4,000.00	\$0.00	\$0.00	\$0.00	\$4,000.00	0%
501-4-44000-6011	UNIFORMS	\$0.00	\$1,500.00	\$0.00	\$0.00	\$0.00	\$1,500.00	0%
501-4-44000-6051	CHEMICALS	\$2,366.30	\$70,000.00	\$4,289.56	\$4,289.56	\$0.00	\$65,710.44	6%
501-4-44000-8005	EQUIPMENT	\$0.00	\$25,000.00	\$0.00	\$0.00	\$0.00	\$25,000.00	0%
44000 Total		\$48,391.66	\$487,613.42	\$55,793.01	\$55,793.01	\$0.00	\$431,820.41	11%
501-4-45000-0000	WATER MAINTENANCE	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0%
501-4-45000-1100	WAGES	\$16,468.65	\$109,524.75	\$18,158.90	\$18,158.90	\$0.00	\$91,365.85	17%
501-4-45000-1200	OTHER PAY/HOLIDAYS	\$0.00	\$1,710.69	\$0.00	\$0.00	\$0.00	\$1,710.69	0%
501-4-45000-1300	PT WAGES	\$125.70	\$699.29	\$137.97	\$137.97	\$0.00	\$561.32	20%
501-4-45000-2100	FICA	\$1,217.17	\$8,563.01	\$1,325.07	\$1,325.07	\$0.00	\$7,237.94	15%
501-4-45000-2200	VRS	\$2,825.49	\$18,542.54	\$3,146.64	\$3,146.64	\$0.00	\$15,395.90	17%
501-4-45000-2300	HEALTH INSURANCE	\$3,662.85	\$23,085.00	\$4,140.04	\$4,140.04	\$0.00	\$18,944.96	18%
501-4-45000-2400	GROUP LIFE INSURANCE	\$236.61	\$1,467.63	\$263.53	\$263.53	\$0.00	\$1,204.10	18%
501-4-45000-2700	WORKER'S COMP	\$0.00	\$7,737.04	\$0.00	\$0.00	\$0.00	\$7,737.04	0%
501-4-45000-5130	MISS UTILITY	\$74.84	\$800.00	\$30.45	\$30.45	\$0.00	\$769.55	4%
501-4-45000-5305	MOTOR VEHICLE INSURANCE	\$0.00	\$1,474.64	\$0.00	\$0.00	\$0.00	\$1,474.64	0%
501-4-45000-5410	LEASE OF EQUIPMENT	\$0.00	\$2,000.00	\$0.00	\$0.00	\$0.00	\$2,000.00	0%
501-4-45000-5501	TRAVEL-MILEAGE/CONFERENCE/HOTEL	\$0.00	\$2,000.00	\$0.00	\$0.00	\$0.00	\$2,000.00	0%
501-4-45000-5810	DUES & MEMBERSHIP	\$0.00	\$200.00	\$0.00	\$0.00	\$0.00	\$200.00	0%
501-4-45000-6007	REPAIR & MAINT. SUPPLIES	\$520.00	\$20,000.00	\$603.66	\$603.66	\$0.00	\$19,396.34	3%
45000 Total		\$25,131.31	\$197,804.59	\$27,806.26	\$27,806.26	\$0.00	\$169,998.33	14%
501-4-92000-9000	REVENUE REFUNDS	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0%
501-4-94000-0000	CONTROL	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0%
501-4-94000-8000	W. COURT STREET PROJECT	\$15,730.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0%
501-4-94000-8002	WATER TREATMENT PLANT IMPROVEMENTS	\$589,671.69	\$0.00	\$543,753.08	\$543,753.08	\$0.00	-\$543,753.08	0%
501-4-94000-9000	CAPITAL IMPROVEMENTS	\$0.00	\$0.00	\$68,000.00	\$68,000.00	\$0.00	-\$68,000.00	0%
94000 Total		\$605,401.69	\$0.00	\$611,753.08	\$611,753.08	\$0.00	-\$611,753.08	0%

Statement of Revenue and Expenditures

<i>Expend Account</i>	<i>Description</i>	<i>Prior Yr Expd</i>	<i>Budgeted</i>	<i>Curr Expd</i>	<i>YTD Expd</i>	<i>Cancel</i>	<i>Balance</i>	<i>% Expd</i>
501-4-95000-0000	DEBT SERVICE	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0%
501-4-95000-9000	60W W/L PRINCIPLE	\$0.00	\$16,697.98	\$0.00	\$0.00	\$0.00	\$16,697.98	0%
501-4-95000-9001	60W W/L INTEREST	\$0.00	\$10,288.28	\$0.00	\$0.00	\$0.00	\$10,288.28	0%
501-4-95000-9002	REFI WATER LOAN PRINCIPLE	\$15,939.80	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0%
501-4-95000-9003	REFI WATER LOAN INTEREST	\$5,482.92	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0%
501-4-95000-9004	MAINSTREET W/L PRINCIPLE	\$0.00	\$78,352.35	\$0.00	\$0.00	\$0.00	\$78,352.35	0%
501-4-95000-9005	MAINSTREET W/L INTEREST	\$0.00	\$14,866.45	\$0.00	\$0.00	\$0.00	\$14,866.45	0%
501-4-95000-9006	STERLING BANK DEBT REFI PRIN	\$0.00	\$98,887.58	\$0.00	\$0.00	\$0.00	\$98,887.58	0%
501-4-95000-9007	STERLING BANK DEBT REFI INTEREST	\$0.00	\$28,315.66	\$0.00	\$0.00	\$0.00	\$28,315.66	0%
501-4-95000-9008	WATER PLANT UPGRADES PRINCIPLES	\$0.00	\$44,529.08	\$0.00	\$0.00	\$0.00	\$44,529.08	0%
501-4-95000-9009	WATER PLANT UPGRADES INTEREST	\$0.00	\$92,895.00	\$0.00	\$0.00	\$0.00	\$92,895.00	0%
501-4-95000-9010	DEBT RESERVE	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0%
95000 Total		\$21,422.72	\$384,832.38	\$0.00	\$0.00	\$0.00	\$384,832.38	0%
WATER FUND Expend Total		\$720,090.68	\$1,212,615.52	\$716,997.56	\$716,997.56	\$0.00	\$495,617.96	59%

501 WATER FUND		<u>Prior</u>	<u>Current</u>	<u>YTD</u>
Revenue:		\$215,398.68	\$241,861.32	\$241,861.32
Expended:		\$720,090.68	\$716,997.56	\$716,997.56
Net Income:		-\$504,692.00	-\$475,136.24	-\$475,136.24

<i>Revenue Account</i>	<i>Description</i>	<i>Prior Yr Rev</i>	<i>Anticipated</i>	<i>Curr Rev</i>	<i>YTD Rev</i>	<i>Cancel</i>	<i>Excess/Deficit</i>	<i>% Real</i>
502-3-16080-0005	SEWER IN-TOWN BASE CHARGES	\$55,277.03	\$342,220.20	\$61,018.07	\$61,018.07	\$0.00	-\$281,202.13	18%
502-3-16080-0006	SEWER OT BASE CHARGES	\$22,182.44	\$133,646.24	\$21,451.15	\$21,451.15	\$0.00	-\$112,195.09	16%
502-3-16080-0007	SEWER IN-TOWN USAGE CHARGE	\$40,583.25	\$243,134.20	\$45,506.38	\$45,506.38	\$0.00	-\$197,627.82	19%
502-3-16080-0008	SEWER OT USAGE CHARGE	\$18,056.19	\$108,786.08	\$17,460.92	\$17,460.92	\$0.00	-\$91,325.16	16%
502-3-16080-0009	PENALTIES	\$6,925.28	\$20,000.00	\$3,974.68	\$3,974.68	\$0.00	-\$16,025.32	20%
502-3-16080-0011	DORMANT ACCT FEE	\$752.42	\$5,217.14	\$960.66	\$960.66	\$0.00	-\$4,256.48	18%
502-3-16080-0012	AVALABILITY FEE	\$950.27	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0%
16080 Total		\$144,726.88	\$853,003.86	\$150,371.86	\$150,371.86	\$0.00	-\$702,632.00	18%
502-3-19020-0003	SBC-RUT. CREEK OPERATIONS	\$11,491.76	\$48,000.00	\$12,014.46	\$12,014.46	\$0.00	-\$35,985.54	25%

Town of Amherst  
Statement of Revenue and Expenditures

<i>Revenue Account</i>	<i>Description</i>	<i>Prior Yr Rev</i>	<i>Anticipated</i>	<i>Curr Rev</i>	<i>YTD Rev</i>	<i>Cancel</i>	<i>Excess/Deficit</i>	<i>% Real</i>
502-3-19020-0004	SBC SEWER REHAB	\$0.00	\$0.00	\$5,586.00	\$5,586.00	\$0.00	\$5,586.00	0%
19020 Total		\$11,491.76	\$48,000.00	\$17,600.46	\$17,600.46	\$0.00	-\$30,399.54	37%
502-3-24040-0003	NUTRIENT CREDIT	\$554.08	\$600.00	\$304.61	\$304.61	\$0.00	-\$295.39	51%
502-3-33020-0002	CARES ACT UTILITY FORGIVENESS FUNDS	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0%
502-3-42000-0000	RESERVE FUNDS	\$0.00	\$139,338.26	\$0.00	\$0.00	\$0.00	-\$139,338.26	0%
SEWER FUND Revenue Total		\$156,772.72	\$1,040,942.12	\$168,276.93	\$168,276.93	\$0.00	-\$872,665.19	16%

<i>Expend Account</i>	<i>Description</i>	<i>Prior Yr Expd</i>	<i>Budgeted</i>	<i>Curr Expd</i>	<i>YTD Expd</i>	<i>Cancel</i>	<i>Balance</i>	<i>% Expd</i>
502-4-12110-0000	CONTROL	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0%
502-4-12110-1100	WAGES	\$4,614.31	\$31,401.93	\$4,783.93	\$4,783.93	\$0.00	\$26,618.00	15%
502-4-12110-1300	PT WAGES	\$619.54	\$4,336.11	\$656.82	\$656.82	\$0.00	\$3,679.29	15%
502-4-12110-2100	FICA	\$421.04	\$2,733.96	\$437.77	\$437.77	\$0.00	\$2,296.19	16%
502-4-12110-2200	VRS	\$1,046.73	\$6,594.41	\$1,092.90	\$1,092.90	\$0.00	\$5,501.51	17%
502-4-12110-2300	HEALTH INSURANCE	\$470.04	\$3,078.00	\$510.13	\$510.13	\$0.00	\$2,567.87	17%
502-4-12110-2400	GROUP LIFE INSURANCE	\$66.80	\$420.79	\$69.72	\$69.72	\$0.00	\$351.07	17%
502-4-12110-2500	STD/LONG-TERM DISABILITY	\$26.46	\$165.80	\$27.61	\$27.61	\$0.00	\$138.19	17%
502-4-12110-5000	CONTINGENCY	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0%
12110 Total		\$7,264.92	\$48,731.00	\$7,578.88	\$7,578.88	\$0.00	\$41,152.12	16%
502-4-12420-0000	FINANCE DEPARTMENT	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0%
502-4-12420-1100	WAGES	\$4,580.73	\$32,163.66	\$4,600.20	\$4,600.20	\$0.00	\$27,563.46	14%
502-4-12420-1300	PT WAGES	\$1,105.57	\$9,264.06	\$1,142.04	\$1,142.04	\$0.00	\$8,122.02	12%
502-4-12420-2100	FICA	\$405.77	\$3,169.22	\$407.43	\$407.43	\$0.00	\$2,761.79	13%
502-4-12420-2200	VRS	\$789.56	\$5,445.31	\$802.51	\$802.51	\$0.00	\$4,642.80	15%
502-4-12420-2300	HEALTH INSURANCE	\$839.05	\$5,540.40	\$857.04	\$857.04	\$0.00	\$4,683.36	15%
502-4-12420-2400	GROUP LIFE INSURANCE	\$66.15	\$430.99	\$67.22	\$67.22	\$0.00	\$363.77	16%
502-4-12420-3160	BANKING SERVICE CHARGES	\$35.45	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0%
502-4-12420-3320	SERVICE CONTRACTS	\$0.00	\$3,700.00	\$0.00	\$0.00	\$0.00	\$3,700.00	0%
502-4-12420-5210	POSTAGE	\$555.23	\$3,700.00	\$592.85	\$592.85	\$0.00	\$3,107.15	16%
502-4-12420-6001	OFFICE SUPPLIES	\$0.00	\$2,200.00	\$1,486.00	\$1,486.00	\$0.00	\$714.00	68%
12420 Total		\$8,377.51	\$65,613.64	\$9,955.29	\$9,955.29	\$0.00	\$55,658.35	15%

## Statement of Revenue and Expenditures

<i>Expend Account</i>	<i>Description</i>	<i>Prior Yr Expd</i>	<i>Budgeted</i>	<i>Curr Expd</i>	<i>YTD Expd</i>	<i>Cancel</i>	<i>Balance</i>	<i>% Expd</i>
502-4-44000-0000	SEWER OPERATIONAL	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0%
502-4-44000-1100	WAGES	\$19,776.96	\$138,423.95	\$20,966.22	\$20,966.22	\$0.00	\$117,457.73	15%
502-4-44000-1400	OTHER/HOLIDAY	\$752.72	\$5,553.68	\$2,595.09	\$2,595.09	\$0.00	\$2,958.59	47%
502-4-44000-2100	FICA	\$1,576.14	\$11,014.29	\$1,808.57	\$1,808.57	\$0.00	\$9,205.72	16%
502-4-44000-2200	VRS	\$3,442.95	\$23,435.17	\$3,487.24	\$3,487.24	\$0.00	\$19,947.93	15%
502-4-44000-2300	HEALTH INSURANCE	\$3,933.74	\$25,650.00	\$4,268.51	\$4,268.51	\$0.00	\$21,381.49	17%
502-4-44000-2400	GROUP LIFE INSURANCE	\$288.20	\$1,854.88	\$306.20	\$306.20	\$0.00	\$1,548.68	17%
502-4-44000-2500	LONG-TERM DISABILITY	\$16.62	\$214.27	\$35.70	\$35.70	\$0.00	\$178.57	17%
502-4-44000-2600	UNEMPLOYMENT INSURANCE	\$0.00	\$66.00	\$0.00	\$0.00	\$0.00	\$66.00	0%
502-4-44000-2700	WORKER'S COMP	\$0.00	\$2,376.64	\$0.00	\$0.00	\$0.00	\$2,376.64	0%
502-4-44000-3120	SLUDGE & TRASH REMOVAL-RUT CRK.	\$155.00	\$2,000.00	\$0.00	\$0.00	\$0.00	\$2,000.00	0%
502-4-44000-3140	TESTING SERVICES	\$3,013.06	\$38,000.00	\$2,939.79	\$2,939.79	\$0.00	\$35,060.21	8%
502-4-44000-3150	PROFESSIONAL SVCS	\$500.00	\$3,200.00	\$500.00	\$500.00	\$0.00	\$2,700.00	16%
502-4-44000-3310	REPAIR & MAINT. SVCS-RUT CRK	\$0.00	\$14,000.00	\$1,280.67	\$1,280.67	\$0.00	\$12,719.33	9%
502-4-44000-3600	ADVERTISING	\$0.00	\$500.00	\$0.00	\$0.00	\$0.00	\$500.00	0%
502-4-44000-5100	ELECTRICAL SVCS-RUT CRK	\$5,494.52	\$35,000.00	\$6,948.44	\$6,948.44	\$0.00	\$28,051.56	20%
502-4-44000-5120	WATER, SEWER - RUT. CRK.	\$1,077.86	\$6,000.00	\$0.00	\$0.00	\$0.00	\$6,000.00	0%
502-4-44000-5130	ELECTRICAL SVCS-PUMP STATION	\$142.63	\$1,622.92	\$277.25	\$277.25	\$0.00	\$1,345.67	17%
502-4-44000-5140	WATER,SEWER-PUMP STATION	\$31.20	\$200.00	\$0.00	\$0.00	\$0.00	\$200.00	0%
502-4-44000-5210	POSTAGE	\$0.00	\$250.00	\$0.00	\$0.00	\$0.00	\$250.00	0%
502-4-44000-5230	TELECOMMUNICATIONS	\$337.09	\$4,260.00	\$350.09	\$350.09	\$0.00	\$3,909.91	8%
502-4-44000-5304	PROPERTY INSURANCE	\$0.00	\$5,617.17	\$0.00	\$0.00	\$0.00	\$5,617.17	0%
502-4-44000-5305	MOTOR VEHICLE INSURANCE	\$0.00	\$448.05	\$0.00	\$0.00	\$0.00	\$448.05	0%
502-4-44000-5501	TRAVEL-MILEAGE/HOTEL/CONFERENCE	\$0.00	\$3,000.00	\$0.00	\$0.00	\$0.00	\$3,000.00	0%
502-4-44000-5600	PERMITS	\$0.00	\$4,000.00	\$0.00	\$0.00	\$0.00	\$4,000.00	0%
502-4-44000-5810	DUES & MEMBERSHIPS	\$1,016.62	\$2,000.00	\$324.00	\$324.00	\$0.00	\$1,676.00	16%
502-4-44000-6001	OFFICE SUPPLIES	\$0.00	\$2,000.00	\$98.80	\$98.80	\$0.00	\$1,901.20	5%
502-4-44000-6004	LAB SUPPLIES	\$276.47	\$7,000.00	\$1,565.91	\$1,565.91	\$0.00	\$5,434.09	22%
502-4-44000-6007	REPAIR & MAINT. SUPPLIES-RUT. CRK.	\$0.00	\$18,000.00	\$2,107.49	\$2,107.49	\$0.00	\$15,892.51	12%
502-4-44000-6008	FUEL/OIL	\$0.00	29 \$2,000.00	\$2,085.22	\$2,085.22	\$0.00	-\$85.22	104%

## Statement of Revenue and Expenditures

<i>Expend Account</i>	<i>Description</i>	<i>Prior Yr Expd</i>	<i>Budgeted</i>	<i>Curr Expd</i>	<i>YTD Expd</i>	<i>Cancel</i>	<i>Balance</i>	<i>% Expd</i>
502-4-44000-6009	VEHICLE & EQUIP SUPPLIES	\$0.00	\$3,000.00	\$0.00	\$0.00	\$0.00	\$3,000.00	0%
502-4-44000-6011	UNIFORMS	\$0.00	\$2,000.00	\$0.00	\$0.00	\$0.00	\$2,000.00	0%
502-4-44000-6051	CHEMICALS - RUT. CREEK	\$0.00	\$3,000.00	\$0.00	\$0.00	\$0.00	\$3,000.00	0%
	<b>44000 Total</b>	<b>\$41,831.78</b>	<b>\$365,687.02</b>	<b>\$51,945.19</b>	<b>\$51,945.19</b>	<b>\$0.00</b>	<b>\$313,741.83</b>	<b>14%</b>
502-4-45000-0000	SEWER MAINTENANCE	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0%
502-4-45000-1100	WAGES	\$11,711.35	\$109,524.75	\$12,508.24	\$12,508.24	\$0.00	\$97,016.51	11%
502-4-45000-1300	PT WAGES	\$125.70	\$699.29	\$137.97	\$137.97	\$0.00	\$561.32	20%
502-4-45000-1400	OTHER PAY/HOLIDAY	\$0.00	\$1,710.69	\$0.00	\$0.00	\$0.00	\$1,710.69	0%
502-4-45000-2100	FICA	\$854.65	\$8,563.01	\$894.26	\$894.26	\$0.00	\$7,668.75	10%
502-4-45000-2200	VRS	\$2,009.41	\$18,542.54	\$2,179.09	\$2,179.09	\$0.00	\$16,363.45	12%
502-4-45000-2300	HEALTH INSURANCE	\$2,595.66	\$23,085.00	\$2,835.91	\$2,835.91	\$0.00	\$20,249.09	12%
502-4-45000-2400	GROUP LIFE INSURANCE	\$168.27	\$1,467.63	\$182.49	\$182.49	\$0.00	\$1,285.14	12%
502-4-45000-3310	REPAIR & MAINT. SERVICES	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0%
502-4-45000-5305	MOTOR VEHICLE INSURANCE	\$0.00	\$1,474.64	\$0.00	\$0.00	\$0.00	\$1,474.64	0%
502-4-45000-5410	LEASE OF EQUIPMENT	\$0.00	\$2,000.00	\$0.00	\$0.00	\$0.00	\$2,000.00	0%
502-4-45000-6007	REPAIR & MAINT. SUPPLIES	\$0.00	\$8,000.00	\$310.87	\$310.87	\$0.00	\$7,689.13	4%
	<b>45000 Total</b>	<b>\$17,465.04</b>	<b>\$175,067.55</b>	<b>\$19,048.83</b>	<b>\$19,048.83</b>	<b>\$0.00</b>	<b>\$156,018.72</b>	<b>11%</b>
502-4-92000-9000	REVENUE REFUNDS	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0%
502-4-94000-0000	CAPITAL PROJECTS	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0%
502-4-94000-8000	SLIPLINING PROJECT	\$361,134.37	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0%
502-4-94000-8002	WWTP CENTRIFUGE	\$0.00	\$0.00	\$87,500.00	\$87,500.00	\$0.00	-\$87,500.00	0%
	<b>94000 Total</b>	<b>\$361,134.37</b>	<b>\$0.00</b>	<b>\$87,500.00</b>	<b>\$87,500.00</b>	<b>\$0.00</b>	<b>-\$87,500.00</b>	<b>0%</b>
502-4-95000-0000	DEBT SERVICE	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0%
502-4-95000-9002	STERLING BANK WWTP REFI PRIN	\$33,872.02	\$210,136.13	\$0.00	\$0.00	\$0.00	\$210,136.13	0%
502-4-95000-9003	STERLING BANK WWTP REFI INTEREST	\$11,651.21	\$60,170.78	\$0.00	\$0.00	\$0.00	\$60,170.78	0%
502-4-95000-9004	SEWER REHAB PRINCIPLE	\$0.00	\$69,184.17	\$0.00	\$0.00	\$0.00	\$69,184.17	0%
502-4-95000-9005	SEWER REHAB INTEREST	\$0.00	\$46,351.83	\$0.00	\$0.00	\$0.00	\$46,351.83	0%
	<b>95000 Total</b>	<b>\$45,523.23</b>	<b>\$385,842.91</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$385,842.91</b>	<b>0%</b>
	<b>SEWER FUND Expend Total</b>	<b>\$481,596.85</b>	<b>\$1,040,942.12</b>	<b>\$176,028.19</b>	<b>\$176,028.19</b>	<b>\$0.00</b>	<b>\$864,913.93</b>	<b>17%</b>

Town of Amherst  
Statement of Revenue and Expenditures

<u>Expend Account</u>	<u>Description</u>	<u>Prior Yr Expd</u>	<u>Budgeted</u>	<u>Curr Expd</u>	<u>YTD Expd</u>	<u>Cancel</u>	<u>Balance</u>	<u>% Expd</u>
502	SEWER FUND							
			<u>Prior</u>	<u>Current</u>	<u>YTD</u>			
	Revenue:	\$156,772.72	\$168,276.93	\$168,276.93				
	Expended:	\$481,596.85	\$176,028.19	\$176,028.19				
	Net Income:	-\$324,824.13	-\$7,751.26	-\$7,751.26				

<u>Revenue Account</u>	<u>Description</u>	<u>Prior Yr Rev</u>	<u>Anticipated</u>	<u>Curr Rev</u>	<u>YTD Rev</u>	<u>Cancel</u>	<u>Excess/Deficit</u>	<u>% Real</u>
514-3-16080-0005	GARBAGE IT CHARGES	\$20,123.18	\$122,451.20	\$20,517.99	\$20,517.99	\$0.00	-\$101,933.21	17%
514-3-16080-0006	GARBAGE OT CHARGES	\$2,898.24	\$17,299.20	\$2,890.56	\$2,890.56	\$0.00	-\$14,408.64	17%
514-3-16080-0009	PENALTIES	\$1,417.23	\$2,800.00	\$775.53	\$775.53	\$0.00	-\$2,024.47	28%
	16080 Total	\$24,438.65	\$142,550.40	\$24,184.08	\$24,184.08	\$0.00	-\$118,366.32	17%
514-3-41040-0006	TRANSFER FROM OTHER FUNDS	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0%
514-3-42000-0000	RESERVE FUNDS	\$0.00	\$11,577.44	\$0.00	\$0.00	\$0.00	-\$11,577.44	0%
	GARBAGE FUND Revenue Total	\$24,438.65	\$154,127.84	\$24,184.08	\$24,184.08	\$0.00	-\$129,943.76	16%

<u>Expend Account</u>	<u>Description</u>	<u>Prior Yr Expd</u>	<u>Budgeted</u>	<u>Curr Expd</u>	<u>YTD Expd</u>	<u>Cancel</u>	<u>Balance</u>	<u>% Expd</u>
514-4-12110-0000	TOWN MANAGER	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0%
514-4-12110-1100	WAGES	\$461.42	\$3,140.19	\$478.37	\$478.37	\$0.00	\$2,661.82	15%
514-4-12110-1300	PT WAGES	\$68.83	\$481.79	\$73.02	\$73.02	\$0.00	\$408.77	15%
514-4-12110-2100	FICA	\$42.65	\$277.08	\$44.31	\$44.31	\$0.00	\$232.77	16%
514-4-12110-2200	VRS	\$104.68	\$659.44	\$109.30	\$109.30	\$0.00	\$550.14	17%
514-4-12110-2300	HEALTH INSURANCE	\$47.00	\$307.80	\$51.00	\$51.00	\$0.00	\$256.80	17%
514-4-12110-2400	GROUP LIFE INSURANCE	\$6.68	\$42.08	\$6.96	\$6.96	\$0.00	\$35.12	17%
514-4-12110-2500	STD/LONG-TERM DISABILITY	\$2.68	\$16.58	\$2.76	\$2.76	\$0.00	\$13.82	17%
	12110 Total	\$733.94	\$4,924.96	\$765.72	\$765.72	\$0.00	\$4,159.24	16%
514-4-12420-0000	FINANCE DEPARTMENT	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0%
514-4-12420-1100	WAGES	\$246.72	\$1,733.71	\$244.44	\$244.44	\$0.00	\$1,489.27	14%
514-4-12420-1300	PT WAGES	\$28.33	\$237.54	\$29.29	\$29.29	\$0.00	\$208.25	12%
514-4-12420-2100	FICA	\$19.91	\$110.66	\$19.74	\$19.74	\$0.00	\$90.92	18%
514-4-12420-2200	VRS	\$42.51	\$293.52	\$42.63	\$42.63	\$0.00	\$250.89	15%
514-4-12420-2300	HEALTH INSURANCE	\$46.56	\$307.80	\$46.97	\$46.97	\$0.00	\$260.83	15%

Statement of Revenue and Expenditures

<i>Expend Account</i>	<i>Description</i>	<i>Prior Yr Expd</i>	<i>Budgeted</i>	<i>Curr Expd</i>	<i>YTD Expd</i>	<i>Cancel</i>	<i>Balance</i>	<i>% Expd</i>
514-4-12420-2400	GROUP LIFE INSURANCE	\$3.55	\$23.23	\$3.58	\$3.58	\$0.00	\$19.65	15%
514-4-12420-3160	BANKING SERVICE CHARGES	\$5.92	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0%
12420 Total		\$393.50	\$2,706.46	\$386.65	\$386.65	\$0.00	\$2,319.81	14%
514-4-43200-0000	CONTROL	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0%
514-4-43200-3160	COLLECTION IN-TOWN	\$20,164.08	\$123,036.96	\$20,176.66	\$20,176.66	\$0.00	\$102,860.30	16%
514-4-43200-3170	COLLECTION OUT OF TOWN	\$1,335.91	\$19,840.80	\$2,782.26	\$2,782.26	\$0.00	\$17,058.54	14%
43200 Total		\$21,499.99	\$142,877.76	\$22,958.92	\$22,958.92	\$0.00	\$119,918.84	16%
514-4-45000-0000	GARBAGE MAINTENANCE	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0%
514-4-45000-1100	WAGES	\$313.09	\$2,433.88	\$340.75	\$340.75	\$0.00	\$2,093.13	14%
514-4-45000-1400	OTHER PAY/HOLIDAYS	\$0.00	\$38.02	\$0.00	\$0.00	\$0.00	\$38.02	0%
514-4-45000-2100	FICA	\$22.81	\$189.10	\$24.43	\$24.43	\$0.00	\$164.67	13%
514-4-45000-2200	VRS	\$53.73	\$412.06	\$59.21	\$59.21	\$0.00	\$352.85	14%
514-4-45000-2300	HEALTH INSURANCE	\$69.54	\$513.00	\$77.55	\$77.55	\$0.00	\$435.45	15%
514-4-45000-2400	GROUP LIFE INSURANCE	\$4.50	\$32.61	\$4.96	\$4.96	\$0.00	\$27.65	15%
45000 Total		\$463.67	\$3,618.67	\$506.90	\$506.90	\$0.00	\$3,111.77	14%
GARBAGE FUND Expend Total		\$23,091.10	\$154,127.85	\$24,618.19	\$24,618.19	\$0.00	\$129,509.66	16%

514

GARBAGE FUND

	<u>Prior</u>	<u>Current</u>	<u>YTD</u>
Revenue:	\$24,438.65	\$24,184.08	\$24,184.08
Expended:	\$23,091.10	\$24,618.19	\$24,618.19
Net Income:	\$1,347.55	-\$434.11	-\$434.11

<i>Revenue Account</i>	<i>Description</i>	<i>Prior Yr Rev</i>	<i>Anticipated</i>	<i>Curr Rev</i>	<i>YTD Rev</i>	<i>Cancel</i>	<i>Excess/Deficit</i>	<i>% Real</i>
701-3-41020-0001	LEASE/SALE OF LOTES	\$75,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0%
701-3-41030-0001	BP RECOUPMENT REV	\$0.00	\$26,771.75	\$0.00	\$0.00	\$0.00	-\$26,771.75	0%
701-3-41040-0001	BOND ISSUE	\$7,475.00	\$6,325.00	\$0.00	\$0.00	\$0.00	-\$6,325.00	0%
701-3-41060-0001	HOME OWNERS REIM	\$0.00	\$1,433.40	\$0.00	\$0.00	\$0.00	-\$1,433.40	0%
IDA FUND Revenue Total		\$82,475.00	\$34,530.15	\$0.00	\$0.00	\$0.00	-\$34,530.15	0%

<i>Expend Account</i>	<i>Description</i>	<i>Prior Yr Expd</i>	<i>Budgeted</i>	<i>Curr Expd</i>	<i>YTD Expd</i>	<i>Cancel</i>	<i>Balance</i>	<i>% Expd</i>
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Statement of Revenue and Expenditures

701-4-45000-0000	CONTROL	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0%
701-4-45000-1300	PT WAGES	\$1,508.37	\$8,391.44	\$1,655.64	\$1,655.64	\$0.00	\$6,735.80	20%
701-4-45000-2100	FICA	\$115.40	\$8,391.44	\$126.66	\$126.66	\$0.00	\$8,264.78	2%
701-4-45000-2700	WORKER'S COMP	\$0.00	\$352.44	\$0.00	\$0.00	\$0.00	\$352.44	0%
701-4-45000-8005	CAPITAL	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0%
45000 Total		\$1,623.77	\$17,135.32	\$1,782.30	\$1,782.30	\$0.00	\$15,353.02	10%
701-4-81500-0000	ECONOMIC DEVELOPMENT	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0%
701-4-81500-3150	PROFESSIONAL SERV.	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0%
701-4-81500-3310	REPAIR & MAINT. SERV.	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0%
701-4-81500-5100	ELECTRICAL SERV.	\$25.74	\$200.00	\$26.63	\$26.63	\$0.00	\$173.37	13%
701-4-81500-5810	DUES AND MEMBERSHIP	\$2,731.00	\$2,728.00	\$2,728.00	\$2,728.00	\$0.00	\$0.00	100%
701-4-81500-9200	TRANSFER TO IDA FUND	\$0.00	\$14,466.83	\$0.00	\$0.00	\$0.00	\$14,466.83	0%
81500 Total		\$2,756.74	\$17,394.83	\$2,754.63	\$2,754.63	\$0.00	\$14,640.20	16%
IDA FUND Expend Total		\$4,380.51	\$34,530.15	\$4,536.93	\$4,536.93	\$0.00	\$29,993.22	13%

701	IDA FUND		<u>Prior</u>	<u>Current</u>	<u>YTD</u>
		Revenue:	\$82,475.00	\$0.00	\$0.00
		Expended:	\$4,380.51	\$4,536.93	\$4,536.93
		Net Income:	\$78,094.49	-\$4,536.93	-\$4,536.93

Grand Totals					
			<u>Prior</u>	<u>Current</u>	<u>YTD</u>
		Revenue:	\$671,099.21	\$1,801,011.03	\$1,801,011.03
		Expended:	\$1,464,173.66	\$1,118,274.83	\$1,118,274.83
		Net Income:	-\$793,074.45	\$682,736.20	\$682,736.20

Range of Checking Accts: First to Last Range of Check Dates: 08/01/22 to 08/31/22  
Report Type: All Checks Report Format: Detail Check Type: Computer: Y Manual: Y Dir Deposit: Y

Check #	Check Date	Vendor	Amount Paid	Charge Account	Account Type	Reconciled/Void	Ref Num
PO #	Item	Description				Contract	Ref Seq Acct
GENERAL							
4808	08/02/22	PHYSI005 PHYSICIANS TREATMENT CENTER					138
V2-00688	1	DRUG SCREEN JN	45.00	100-4-31100-6010	Expenditure		2 1
				POLICE SUPPLIES			
4809	08/02/22	ROBIN005 ROBINSON FARMER COX ASSOC.					138
V2-00687	1	FY21 AUDIT	19,000.00	100-4-12240-3150	Expenditure		1 1
				INDEPENDENT AUDITOR			
4810	08/02/22	ALIS0005 ALISON C. DAVIS					139
V3-00043	1	REIMBURSE STAPLES PURCHASE	15.66	100-4-31100-6001	Expenditure		1 1
				OFFICE SUPPLIES			
4811	08/02/22	ANTW0005 BENCHMARK SYSTEMS, INC.					139
V3-00044	1	MS OFFICE 6/16 - 7/15	556.00	100-4-12510-5600	Expenditure		2 1
				MICROSOFT OFFICE SERVICE			
4812	08/02/22	CAMPB005 CAMPBELL'S REPAIR					139
V3-00046	1	BLADES FOR ZERO TURN MOWERS	186.00	100-4-43200-6009	Expenditure		4 1
				VEHICLE/POWER EQUIPMENT SUPPLIES			
4813	08/02/22	CENTV010 CENTRAL VIRGINIA CRIMINAL					139
V3-00055	1	22/23 MEMBERSHIP DUES	4,840.00	100-4-31100-5810	Expenditure		15 1
				DUES & MEMBERSHIP			
4814	08/02/22	CMCSU005 CMC SUPPLY, INC.					139
V3-00045	1	METER BOX LIDS	121.44	501-4-45000-6007	Expenditure		3 1
				REPAIR & MAINT. SUPPLIES			
4815	08/02/22	COBBT005 COBB TECHNOLOGIES					139
V3-00047	1	OVERAGE 4/25 - 7/24	381.03	100-4-12510-6002	Expenditure		5 1
				I.T. SUPPLIES			
4816	08/02/22	DARRY005 DARRYL DWAYNE TUGGLE					139
V3-00048	1	PLANNING DIS COMM CONFERENCE	26.00	100-4-11010-5501	Expenditure		6 1
				TRAVEL-MILAGE/HOTELS/CONFERENCE			
4817	08/02/22	ELECT010 ELECTRICAL MECHANICAL SVCS					139
V3-00051	1	WF GENERATOR INSTALL	66,500.00	501-4-94000-9000	Expenditure		10 1
				CAPITAL IMPROVEMENTS			
4818	08/02/22	FOSTE005 FOSTER ELECTRIC CO., INC					139
V3-00049	1	TIMER RELAY	218.84	501-4-44000-6007	Expenditure		7 1
				REPAIR & MAINT. SUPPLIES			
4819	08/02/22	MODER005 MODERN MARKETING					139
V3-00050	1	COLORING TOTES - NIGHT OUT	1,204.50	100-4-31100-6030	Expenditure		8 1
				CRIME PREVENTION			

Check #	Check Date	Vendor	Amount Paid	Charge Account	Account Type	Reconciled/Void Contract	Ref Num	
PO #	Item	Description					Ref Seq	Acct
GENERAL			Continued					
4819	MODERN MARKETING	Continued						
V3-00050	2	BRACELETS - NIGHT OUT	974.01	100-4-31100-6030	Expenditure		9	1
				CRIME PREVENTION				
			<u>2,178.51</u>					
4820	08/02/22	PACEA005 PACE ANALYTICAL SERVICES, INC.					139	
V3-00052	1	TESTING	190.05	502-4-44000-3140	Expenditure		11	1
				TESTING SERVICES				
4821	08/02/22	SUPPL005 THE SUPPLY ROOM					139	
V3-00053	1	OFFICE SUPPLIES PD	8.74	100-4-31100-6001	Expenditure		12	1
				OFFICE SUPPLIES				
4822	08/02/22	TIGER005 TIGER FUEL CO.					139	
V3-00054	1	OFFROAD DIESEL WTP GENERATOR	2,087.38	501-4-44000-6008	Expenditure		13	1
				FUEL/OIL				
V3-00054	2	OFFROAD DIESEL WWTP GENERATOR	2,085.22	502-4-44000-6008	Expenditure		14	1
				FUEL/OIL				
			<u>4,172.60</u>					
4823	08/02/22	VAMUN005 VA MUNICIPAL LEAGUE					139	
V3-00058	1	VML CONFERENCE REGISTRATION	2,125.00	100-4-11010-5501	Expenditure		19	1
				TRAVEL-MILAGE/HOTELS/CONFERENCE				
V3-00058	2	VML CONFERENCE REGISTRATION	50.00	100-4-12110-5501	Expenditure		20	1
				TRAVEL-MILAGE/HOTEL/CONFERENCE				
			<u>2,175.00</u>					
4824	08/02/22	VERIZ005 VERIZON					139	
V3-00057	1	PHONE UH	67.36	100-4-43200-5230	Expenditure		17	1
				TELECOMMUNICATION				
V3-00057	2	SHOP INTERNET 7/25 - 8/24	39.99	100-4-43200-5230	Expenditure		18	1
				TELECOMMUNICATION				
			<u>107.35</u>					
4825	08/02/22	VUPS0005 VA UTILITY PROTECTION SERVICE					139	
V3-00056	1	MISS UTILITY JULY 2022	30.45	501-4-45000-5130	Expenditure		16	1
				MISS UTILITY				
4826	08/02/22	WITME005 WITMER PUBLIC SAFETY GROUP					139	
V3-00059	1	BOOTS	120.00	100-4-31100-6011	Expenditure		21	1
				UNIFORMS				
4827	08/12/22	ANTWO005 BENCHMARK SYSTEMS, INC.					140	
V3-00061	1	PROCARE JULY 2022	169.00	100-4-12510-3150	Expenditure		2	1
				I.T. SERVICES				
V3-00061	2	PROCARE JULY 2022 P-D	136.00	100-4-12510-3150	Expenditure		3	1
				I.T. SERVICES				
			<u>305.00</u>					
4828	08/12/22	APPAL005 APPALACHIAN POWER					140	
V3-00060	1	ELECTRIC TO 07152022	1,257.00	501-4-44000-5100	Expenditure		1	1
				ELECTRICAL SVCS				

Check #	Check Date	Vendor	Amount Paid	Charge Account	Account Type	Reconciled/Void Contract	Ref Num
PO #	Item	Description					Ref Seq Acct
GENERAL			Continued				
4829	08/12/22	CENTR005 CENTRAL TECHNOLOGY SOLUTIONS					140
V3-00062	1	PHONE 8/1 - 8/31	649.71	100-4-43200-5230	Expenditure		4 1
				TELECOMMUNICATION			
4830	08/12/22	COMCA005 COMCAST					140
V3-00063	1	INTERNET 8/1 - 8/31 WWTP	170.09	502-4-44000-5230	Expenditure		5 1
				TELECOMMUNICATIONS			
4831	08/12/22	COMCA005 COMCAST					140
V3-00064	1	INTERNET & PHONE 8/10-9/9	169.47	501-4-44000-5230	Expenditure		6 1
				TELECOMMUNICATIONS			
4832	08/12/22	DEALL005 DEAL & LACHENEY P.C.					140
V3-00065	1	ATTORNEY FEES JULY 2022	2,000.00	100-4-12210-3150	Expenditure		7 1
				TOWN ATTORNEY			
4833	08/12/22	DEPAR005 DEPARTMENT OF MOTOR VEHICLES					140
V3-00066	1	DMV STOP REMOVALS	175.00	100-4-12420-3009	Expenditure		8 1
				DMV STOPS			
4834	08/12/22	HILLH005 HILL HARDWARE CORPORATION					140
V3-00067	1	7/31 STMT	8.89	501-4-44000-6007	Expenditure		9 1
				REPAIR & MAINT. SUPPLIES			
V3-00067	2	7/31 STMT	10.49	502-4-44000-6007	Expenditure		10 1
				REPAIR & MAINT. SUPPLIES-RUT. CRK.			
V3-00067	3	7/31 STMT	4.17	100-4-31100-6010	Expenditure		11 1
				POLICE SUPPLIES			
V3-00067	4	7/31 STMT	35.06	501-4-44000-6051	Expenditure		12 1
				CHEMICALS			
			<u>58.61</u>				
4835	08/12/22	MANSF005 MANSFIELD OIL COMPANY					140
V3-00068	1	GAS 7/16 - 7/31	852.06	100-4-31100-6008	Expenditure		13 1
				FUEL			
V3-00068	2	GAS 7/16 - 7/31	698.02	100-4-43200-6008	Expenditure		14 1
				FUEL			
			<u>1,550.08</u>				
4836	08/12/22	MISC0005 HELEN REED-ROWE					140
V3-00069	1	OVERPYMT UT 30032390-2	45.00	100-4-92000-9000	Expenditure		15 1
				REVENUE REFUNDS			
4837	08/12/22	NEWSA005 THE NEWS & ADVANCE					140
V3-00070	1	AD	118.52	100-4-81100-3600	Expenditure		16 1
				ADVERTISING			
4838	08/12/22	PACEA005 PACE ANALYTICAL SERVICES, INC.					140
V3-00071	1	TESTING	160.73	502-4-44000-3140	Expenditure		17 1
				TESTING SERVICES			

Check #	Check Date	Vendor	Amount Paid	Charge Account	Account Type	Reconciled/Void Contract	Ref Num
PO #	Item	Description					Seq Acct
GENERAL			Continued				
4838		PACE ANALYTICAL SERVICES, INC. Continued					
V3-00071	2	TESTING	208.51	502-4-44000-3140	Expenditure		18 1
				TESTING SERVICES			
			<u>369.24</u>				
4839	08/12/22	TOWNP005 TOWN POLICE SUPPLY					140
V3-00072	1	GUNS	1,227.00	100-4-31100-6010	Expenditure		19 1
				POLICE SUPPLIES			
4840	08/12/22	USABL005 USA BLUE BOOK					140
V3-00073	1	LAB SUPPLIES	1,458.15	501-4-44000-6004	Expenditure		20 1
				LAB SUPPLIES			
4841	08/12/22	WITME005 WITMER PUBLIC SAFETY GROUP					140
V3-00074	1	HOLDER	114.00	100-4-31100-6010	Expenditure		21 1
				POLICE SUPPLIES			
4842	08/12/22	WWASS005 WW ASSOCIATES					140
V3-00075	1	WWTP CENTRIFUGE FACILITY	17,500.00	502-4-94000-8002	Expenditure		22 1
				WWTP CENTRIFUGE			
V3-00075	2	WTP IMPROVEMENTS	1,907.50	501-4-94000-8002	Expenditure		23 1
				WATER TREATMENT PLANT IMPROVEMENTS			
V3-00075	3	RETAINER	250.00	501-4-44000-3150	Expenditure		24 1
				PROFESSIONAL SVCS			
V3-00075	4	RETAINER	250.00	502-4-44000-3150	Expenditure		25 1
				PROFESSIONAL SVCS			
			<u>19,907.50</u>				
4843	08/17/22	ANDER005 ANDERSON CONSTRUCTION, INC.					141
V3-00088	1	WTP RENOVATIONS	539,938.08	501-4-94000-8002	Expenditure		40 1
				WATER TREATMENT PLANT IMPROVEMENTS			
4844	08/17/22	BBTBA005 TRUIST BANK					141
V3-00085	1	8/2 STMT CT	1,269.90	100-4-43200-6009	Expenditure		14 1
				VEHICLE/POWER EQUIPMENT SUPPLIES			
V3-00085	2	8/2 STMT CT	310.87	502-4-45000-6007	Expenditure		15 1
				REPAIR & MAINT. SUPPLIES			
V3-00085	3	8/2 STMT GW	8.95	501-4-44000-5210	Expenditure		16 1
				POSTAGE			
V3-00085	4	8/2 STMT GW	25.00	501-4-44000-5501	Expenditure		17 1
				TRAVEL-MILEAGE/HOTEL/CONFERENCE			
V3-00085	5	8/2 STMT GW	13.41	502-4-44000-6004	Expenditure		18 1
				LAB SUPPLIES			
V3-00085	6	8/2 STMT DF	65.81	100-4-12110-5000	Expenditure		19 1
				CONTINGENCY REQUIREMENT			
V3-00085	7	8/2 STMT VH	25.00	100-4-12110-5810	Expenditure		20 1
				DUES & MEMBERSHIPS			
V3-00085	8	8/2 STMT VH	42.00	100-4-12510-3150	Expenditure		21 1
				I.T. SERVICES			
V3-00085	9	8/2 STMT VH	205.97	100-4-12110-5000	Expenditure		22 1
				CONTINGENCY REQUIREMENT			

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PO #	Item	Description					Ref Seq	Acct
GENERAL								
4844 TRUIST BANK			Continued					
V3-00085	10	8/2 STMT BC	10.52	501-4-44000-6004	Expenditure		23	1
				LAB SUPPLIES				
V3-00085	11	8/2 STMT RS	4.50	100-4-31100-5210	Expenditure		24	1
				POSTAGE				
V3-00085	12	8/2 STMT RS	175.00	100-4-31100-5810	Expenditure		25	1
				DUES & MEMBERSHIP				
V3-00085	13	8/2 STMT TM	7.38	100-4-12420-5210	Expenditure		26	1
				POSTAGE				
V3-00085	14	8/2 STMT SM	999.00	100-4-12510-6002	Expenditure		27	1
				I.T. SUPPLIES				
V3-00085	15	8/2 STMT SM	8.58	100-4-12510-3150	Expenditure		28	1
				I.T. SERVICES				
V3-00085	16	8/2 STMT SM	29.46	100-4-12420-6001	Expenditure		29	1
				OFFICE SUPPLIES				
V3-00085	17	8/2 STMT SM	281.56	100-4-11010-5501	Expenditure		30	1
				TRAVEL-MILAGE/HOTELS/CONFERENCE				
V3-00085	18	8/2 STMT SM	12.99	100-4-12510-6002	Expenditure		31	1
				I.T. SUPPLIES				
V3-00085	19	8/2 STMT BP	189.44	100-4-31100-6010	Expenditure		32	1
				POLICE SUPPLIES				
V3-00085	20	8/2 STMT BP	20.00	100-4-31100-5501	Expenditure		33	1
				TRAVEL-MILEAGE/CONFERENCE/HOTEL				
V3-00085	21	8/2 STMT BP	271.24	100-4-31100-6030	Expenditure		34	1
				CRIME PREVENTION				
V3-00085	22	8/2 STMT SM	34.45	100-4-43200-6008	Expenditure		35	1
				FUEL				
V3-00085	23	8/2 STMT SM	495.72	100-4-12110-5501	Expenditure		36	1
				TRAVEL-MILAGE/HOTEL/CONFERENCE				
V3-00085	24	8/2 STMT SM	700.00	100-4-11010-5501	Expenditure		37	1
				TRAVEL-MILAGE/HOTELS/CONFERENCE				
			5,206.75					
4845	08/17/22	CAMPB005 CAMPBELL'S REPAIR					141	
V3-00076	1	MOWER REPAIR	113.86	100-4-43200-6009	Expenditure		1	1
				VEHICLE/POWER EQUIPMENT SUPPLIES				
4846	08/17/22	CARTE010 CARTER MACHINERY COMPANY, INC.					141	
V3-00077	1	GENERATOR TEST	805.49	502-4-44000-3310	Expenditure		2	1
				REPAIR & MAINT. SVCS-RUT CRK				
V3-00077	2	GENERATOR SERVICED	475.18	502-4-44000-3310	Expenditure		3	1
				REPAIR & MAINT. SVCS-RUT CRK				
			1,280.67					
4847	08/17/22	CHILD005 CHILDRESS ELECTRICAL, LLC					141	
V3-00078	1	FAN FOR SHOP	3,815.00	100-4-43200-6009	Expenditure		4	1
				VEHICLE/POWER EQUIPMENT SUPPLIES				
V3-00078	2	INSTALL SHOP FAN	2,202.00	100-4-43200-6009	Expenditure		5	1
				VEHICLE/POWER EQUIPMENT SUPPLIES				
			6,017.00					

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PO #	Item	Description					Ref Seq Acct
GENERAL			Continued				
4848	08/17/22	CREAT010 CREATIVE PRODUCT SOURCE, INC					141
V3-00079	1	CRAYONS - NATIONAL NIGHT OUT	633.96	100-4-31100-6030	Expenditure		6 1
				CRIME PREVENTION			
4849	08/17/22	ELITE005 ELITE K-9, INC.					141
V3-00080	1	DOG TRAINING EQUIPMENT	668.80	100-4-31100-6003	Expenditure		7 1
				CANINE SUPPLIES			
4850	08/17/22	FISHE005 FISHER AUTO PARTS, INC					141
V3-00081	1	8/1 STMT	17.61	501-4-44000-6007	Expenditure		8 1
				REPAIR & MAINT. SUPPLIES			
V3-00081	2	8/1 STMT	5.98	100-4-43200-6009	Expenditure		9 1
				VEHICLE/POWER EQUIPMENT SUPPLIES			
			23.59				
4851	08/17/22	GREGO005 GREGORYS GENERAL AUTO REPAIR					141
V3-00082	1	INSPECTION	20.00	100-4-43200-6009	Expenditure		10 1
				VEHICLE/POWER EQUIPMENT SUPPLIES			
V3-00082	2	INSPECTION	20.00	100-4-43200-6009	Expenditure		11 1
				VEHICLE/POWER EQUIPMENT SUPPLIES			
			40.00				
4852	08/17/22	HAROL005 HAROLD BENNETT					141
V3-00083	1	K9 TRAINING SCHOOL	7,000.00	100-4-31100-3320	Expenditure		12 1
				PROFESSIONAL SERVICES			
4853	08/17/22	PACEA005 PACE ANALYTICAL SERVICES, INC.					141
V3-00084	1	TESTING	208.51	502-4-44000-3140	Expenditure		13 1
				TESTING SERVICES			
4854	08/17/22	UNITE010 UNITED RENTALS, INC.					141
V3-00086	1	RENTAL	157.40	100-4-43200-6009	Expenditure		38 1
				VEHICLE/POWER EQUIPMENT SUPPLIES			
4855	08/17/22	UNIVA005 UNIVAR					141
V3-00087	1	CHEMICALS	2,801.00	501-4-44000-6051	Expenditure		39 1
				CHEMICALS			
4856	08/23/22	AMERI005 AMERICAN FIDELITY ASSURANCE CO					142
23-00007	1	AUG 22 DEDUCTION CHECKS	217.40	100-2-21500-0000	G/L		1 1
				AMERICAN FIDELITY DISABILITY W/HOLDING			
23-00007	2	AUG 22 DEDUCTION CHECKS	34.07	100-2-21600-0000	G/L		2 1
				CANCER W/HOLDING			
23-00007	3	AUG 22 DEDUCTION CHECKS	183.36	100-2-21950-0000	G/L		3 1
				AMERICAN FIDELITY LIFE W/HOLDING			
23-00007	4	AUG 22 DEDUCTION CHECKS	55.17	501-2-21500-0000	G/L		4 1
				AMERICAN FIDELITY DISABILITY W/HOLDING			
23-00007	5	AUG 22 DEDUCTION CHECKS	49.67	501-2-21600-0000	G/L		5 1
				CANCER W/HOLDING			
23-00007	6	AUG 22 DEDUCTION CHECKS	55.17	502-2-21500-0000	G/L		6 1
				AMERICAN DISABILITY W/HOLDING			

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PO #	Item	Description					Ref Seq	Acct
GENERAL			Continued					
4856	23-00007	AMERICAN FIDELITY ASSURANCE CO	Continued					
	7	AUG 22 DEDUCTION CHECKS	33.52	502-2-21600-0000	G/L		7	1
				CANCER W/HOLDING				
	23-00007	8 AUG 22 DEDUCTION CHECKS	59.88	502-2-21950-0000	G/L		8	1
				AMERICAN FIDELITY LIFE W/HOLDING				
			688.24					
4857	08/23/22	APPAL005 APPALACHIAN POWER					142	
V3-00089	1	ELECTRIC TO 8/12/2022	559.04	100-4-43200-5100	Expenditure		17	1
				ELECTRIC				
V3-00089	2	ELECTRIC TO 8/12/2022	4,357.34	501-4-44000-5100	Expenditure		18	1
				ELECTRICAL SVCS				
V3-00089	3	ELECTRIC TO 8/12/2022	4,116.48	502-4-44000-5100	Expenditure		19	1
				ELECTRICAL SVCS-RUT CRK				
V3-00089	4	ELECTRIC TO 8/12/2022	137.97	502-4-44000-5130	Expenditure		20	1
				ELECTRICAL SVCS-PUMP STATION				
V3-00089	5	ELECTRIC TO 8/12/2022	82.37	100-4-41320-5100	Expenditure		21	1
				STREETLIGHTS				
V3-00089	6	ELECTRIC TO 8/12/2022	13.16	701-4-81500-5100	Expenditure		22	1
				ELECTRICAL SERV.				
			9,266.36					
4858	08/23/22	CAMPB005 CAMPBELL'S REPAIR					142	
V3-00090	1	PULLEY	67.33	100-4-43200-6009	Expenditure		23	1
				VEHICLE/POWER EQUIPMENT SUPPLIES				
V3-00101	1	TUBE & LABOR	27.93	100-4-43200-6009	Expenditure		40	1
				VEHICLE/POWER EQUIPMENT SUPPLIES				
			95.26					
4859	08/23/22	CARTE010 CARTER MACHINERY COMPANY, INC.					142	
V3-00091	1	GENERATOR SERVICED WTP	363.80	501-4-44000-3310	Expenditure		24	1
				REPAIR & MAINT. SVCS				
V3-00091	2	GENERATOR TESTED WTP	779.87	501-4-44000-3310	Expenditure		25	1
				REPAIR & MAINT. SVCS				
			1,143.67					
4860	08/23/22	COMCA005 COMCAST					142	
V3-00092	1	INTERNET & PHONE 8/18-9/17 PD	284.02	100-4-31100-5230	Expenditure		26	1
				TELECOMMUNICATIONS				
4861	08/23/22	GFLN005 GFL ENVIRONMENTAL					142	
V3-00093	1	CURBSIDE PICKUP AUG 2022	10,593.14	514-4-43200-3160	Expenditure		27	1
				COLLECTION IN-TOWN				
V3-00093	2	CURBSIDE PICKUP AUG 2022	1,475.41	514-4-43200-3170	Expenditure		28	1
				COLLECTION OUT OF TOWN				
			12,068.55					
4862	08/23/22	MANSF005 MANSFIELD OIL COMPANY					142	
V3-00094	1	GAS 8/1 - 8/15	922.33	100-4-31100-6008	Expenditure		29	1
				FUEL				

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PO #	Item	Description					Ref Seq	Acct
GENERAL								
			Continued					
4862	08/23/22	MANSFIELD OIL COMPANY	Continued					
V3-00094	2	GAS 8/1 - 8/15	589.33	100-4-43200-6008	Expenditure		30	1
				FUEL				
			<u>1,511.66</u>					
4863	08/23/22	MGLPR005 MGL PRINTING SOLUTIONS					142	
V3-00095	1	UT BILLS	1,486.00	501-4-12420-6001	Expenditure		31	1
				OFFICE SUPPLIES				
V3-00095	2	UT BILLS	1,486.00	502-4-12420-6001	Expenditure		32	1
				OFFICE SUPPLIES				
			<u>2,972.00</u>					
4864	08/23/22	MINNE005 MINNESOTA LIFE					142	
23-00009	1	AUG 22 DEDUCTION CHECKS	10.80	100-2-21550-0000	G/L		9	1
				OPT LIFE INS. W/HOLDING				
23-00009	2	AUG 22 DEDUCTION CHECKS	51.20	501-2-21550-0000	G/L		10	1
				OPT LIFE INS. W/HOLDING				
			<u>62.00</u>					
4865	08/23/22	MODER005 MODERN MARKETING					142	
V3-00096	1	HALLOWEEN BAGS	478.97	100-4-31100-6030	Expenditure		33	1
				CRIME PREVENTION				
4866	08/23/22	NATIO010 NATIONWIDE RETIREMENT SOLUTION					142	
23-00010	1	AUG 22 DEDUCTION CHECKS	132.44	100-2-21400-0000	G/L		11	1
				RETIREMENT W/HOLDING				
23-00010	2	AUG 22 DEDUCTION CHECKS	91.10	100-2-21900-0000	G/L		12	1
				DEFERRED COMP W/HOLDING				
23-00010	3	AUG 22 DEDUCTION CHECKS	173.54	501-2-21400-0000	G/L		13	1
				RETIREMENT W/HOLDINGS				
23-00010	4	AUG 22 DEDUCTION CHECKS	119.38	501-2-21900-0000	G/L		14	1
				DEFERRED COMP W/H				
23-00010	5	AUG 22 DEDUCTION CHECKS	130.16	502-2-21400-0000	G/L		15	1
				RETIRMENT W/HOLDING				
23-00010	6	AUG 22 DEDUCTION CHECKS	89.52	502-2-21900-0000	G/L		16	1
				DEFERRED COMP W/HOLDING				
			<u>736.14</u>					
4867	08/23/22	PACEA005 PACE ANALYTICAL SERVICES, INC.					142	
V3-00097	1	TESTING	208.51	502-4-44000-3140	Expenditure		34	1
				TESTING SERVICES				
V3-00097	2	TESTING	208.51	502-4-44000-3140	Expenditure		35	1
				TESTING SERVICES				
			<u>417.02</u>					
4868	08/23/22	SUPPL005 THE SUPPLY ROOM					142	
V3-00098	1	OFFICE SUPPLIES	267.86	100-4-12420-6001	Expenditure		36	1
				OFFICE SUPPLIES				
V3-00098	2	OFFICE SUPPLIES	112.99	100-4-31100-6001	Expenditure		37	1
				OFFICE SUPPLIES				
			<u>380.85</u>					

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GENERAL			Continued				
4869	08/23/22	TREAS015 TREASURERS' ASSOCIATION OF VA					142
V3-00099	1	FY23 TAV DUES	200.00	100-4-12420-5810	Expenditure		38 1
				DUES & MEMBERSHIPS			
4870	08/23/22	UNIVA005 UNIVAR					142
V3-00100	1	CHEMICALS	1,453.50	501-4-44000-6051	Expenditure		39 1
				CHEMICALS			
4871	08/30/22	POSTM005 POSTMASTER, AMHERST					143
V3-00102	1	8/31 UT BILLING POSTAGE	295.54	501-4-12420-5210	Expenditure		1 1
				POSTAGE			
V3-00102	2	8/31 UT BILLING POSTAGE	295.55	502-4-12420-5210	Expenditure		2 1
				POSTAGE			
			<u>591.09</u>				
4872	08/30/22	CHARL005 CHARLES THOMPSON					144
V3-00103	1	REIMBURSEMENT LOWE'S CC	94.94	100-4-43200-6007	Expenditure		1 1
				REPAIR & MAINT. SUPPLIES			
4873	08/30/22	COMCA005 COMCAST					144
V3-00104	1	INTERNET 8/30 - 9/29	174.47	100-4-43200-5230	Expenditure		2 1
				TELECOMMUNICATION			
4874	08/30/22	CREAT010 CREATIVE PRODUCT SOURCE, INC					144
V3-00105	1	WALL CALENDARS	892.38	100-4-31100-6030	Expenditure		3 1
				CRIME PREVENTION			
4875	08/30/22	PACEA005 PACE ANALYTICAL SERVICES, INC.					144
V3-00106	1	TESTING	53.21	501-4-44000-3140	Expenditure		4 1
				TESTING SERVICES			
V3-00106	2	TESTING	208.51	502-4-44000-3140	Expenditure		5 1
				TESTING SERVICES			
V3-00106	3	TESTING	190.05	502-4-44000-3140	Expenditure		6 1
				TESTING SERVICES			
V3-00106	4	TESTING	190.05	502-4-44000-3140	Expenditure		7 1
				TESTING SERVICES			
			<u>641.82</u>				
4876	08/30/22	SERVI005 SERVICE PRINTING OF LYNCHBURG					144
V3-00107	1	BUSINESS CARDS POLICE DEPT	320.00	100-4-31100-6001	Expenditure		8 1
				OFFICE SUPPLIES			
4877	08/30/22	USABL005 USA BLUE BOOK					144
V3-00108	1	LAB SUPPLIES	1,203.88	502-4-44000-6004	Expenditure		9 1
				LAB SUPPLIES			
V3-00108	2	GLOVES	348.62	502-4-44000-6004	Expenditure		10 1
				LAB SUPPLIES			
			<u>1,552.50</u>				
4878	08/30/22	USCEL005 U.S. CELLULAR					144
V3-00109	1	PHONE 8/14 - 9/13 PD	269.22	100-4-31100-5230	Expenditure		11 1
				TELECOMMUNICATIONS			

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PO #	Item	Description					Seq Acct
GENERAL			Continued				
4879	08/30/22	VACOR005 VACORP					144
V3-00110	1	AUG HYBRID DISABILITY	22.12	100-4-12110-2500	Expenditure		12 1
				STD/LONG-TERM DISABILITY			
V3-00110	2	AUG HYBRID DISABILITY	18.42	501-4-12110-2500	Expenditure		13 1
				STD/LONG-TERM DISABILITY			
V3-00110	3	AUG HYBRID DISABILITY	13.80	502-4-12110-2500	Expenditure		14 1
				STD/LONG-TERM DISABILITY			
V3-00110	4	AUG HYBRID DISABILITY	1.38	514-4-12110-2500	Expenditure		15 1
				STD/LONG-TERM DISABILITY			
V3-00110	5	AUG HYBRID DISABILITY	17.85	502-4-44000-2500	Expenditure		16 1
				LONG-TERM DISABILITY			
V3-00110	6	AUG HYBRID DISABILITY	9.65	100-4-31100-2500	Expenditure		17 1
				STD/LONG-TERM DISABILITY			
			83.22				
4880	08/30/22	WITME005 WITMER PUBLIC SAFETY GROUP					144
V3-00111	1	SHIRT	86.00	100-4-31100-6011	Expenditure		18 1
				UNIFORMS			
Checking Account Totals			Paid	Void	Amount Paid	Amount Void	
		Checks:	73	0	731,000.54	0.00	
		Direct Deposit:	0	0	0.00	0.00	
		Total:	73	0	731,000.54	0.00	
Report Totals			Paid	Void	Amount Paid	Amount Void	
		Checks:	73	0	731,000.54	0.00	
		Direct Deposit:	0	0	0.00	0.00	
		Total:	73	0	731,000.54	0.00	

Totals by Year-Fund					
Fund Description	Fund	Expend Total	Revenue Total	G/L Total	Total
GENERAL FUND	2-100	19,045.00	0.00	0.00	19,045.00
GENERAL FUND	3-100	41,718.72	0.00	669.17	42,387.89
WATER FUND	3-501	625,653.02	0.00	448.96	626,101.98
SEWER FUND	3-502	31,014.33	0.00	368.25	31,382.58
GARBAGE FUND	3-514	12,069.93	0.00	0.00	12,069.93
IDA FUND	3-701	13.16	0.00	0.00	13.16
Year Total:		710,469.16	0.00	1,486.38	711,955.54
Total of All Funds:		729,514.16	0.00	1,486.38	731,000.54

Totals by Fund					
Fund Description	Fund	Expend Total	Revenue Total	G/L Total	Total
GENERAL FUND	100	60,763.72	0.00	669.17	61,432.89
WATER FUND	501	625,653.02	0.00	448.96	626,101.98
SEWER FUND	502	31,014.33	0.00	368.25	31,382.58
GARBAGE FUND	514	12,069.93	0.00	0.00	12,069.93
IDA FUND	701	13.16	0.00	0.00	13.16
Total of All Funds:		729,514.16	0.00	1,486.38	731,000.54

Fund Description	Fund	Current	Prior Rcvd	Prior Open	Paid Prior	Fund Total
GENERAL FUND	2-100	19,045.00	0.00	0.00	0.00	19,045.00
GENERAL FUND	3-100	41,718.72	0.00	0.00	0.00	41,718.72
WATER FUND	3-501	625,653.02	0.00	0.00	0.00	625,653.02
SEWER FUND	3-502	31,014.33	0.00	0.00	0.00	31,014.33
GARBAGE FUND	3-514	12,069.93	0.00	0.00	0.00	12,069.93
IDA FUND	3-701	13.16	0.00	0.00	0.00	13.16
Year Total:		710,469.16	0.00	0.00	0.00	710,469.16
Total of All Funds:		729,514.16	0.00	0.00	0.00	729,514.16

**CLERK OF COUNCIL REPORT  
AUGUST 2022**

**COMMITTEE MEETINGS**

**Planning Commission**

Regular Meeting on 08-03-22: Receive and review agenda materials; assemble packet for meeting; distribute and post agenda packet to website; draft minutes for approval; post to Town website.

**Town Council**

Regular Meeting on 08-10-22: Receive and review agenda materials; assemble packet for meeting; distribute and post agenda packet to website; prepare for and attend meeting; draft minutes for approval; post to Town website.

**Quorums:** Confirm meetings with board members

**TOWN WEBSITE DESIGN AND CONTENT MANAGEMENT**

Administration of website generating and continuously uploading information/documents; revising website pages with latest information and links to documents and/or outside sites; examining traffic through the site; design for overall look and feel of the site, including photos, color, graphics, and layout; creating, editing, posting, updating, and cleaning up outdated content.

**TOWN FACEBOOK ADMINISTRATOR**

- Create content and/or design and post on Facebook with links to Town website including, but not limited to:
  - Procedures for Amherst Town Council August meeting
  - Town of Amherst Comprehensive Plan Survey meeting
  - Town Council Vacancy
  - DMV To-Go service at Amherst Town Hall Sept 12-13
- Share links to community news and events; Monitor feedback.

**FOIA**

Receive, review, respond to five FOIA requests

**BANNERS**

*Military Honor Flags* – contact McBride’s Signs re cost estimate request; receive quote

**MUNICODE**

Forward approved ordinance

**OTHER:**

- Convert and post audio meeting recording to website
- Prepare legal ads; correspond with News and Advance re publication re accessory buildings Town Council public hearing and Vacancy on Town Council; post public hearing notices for Town Council, Planning Commission
- Prepare oaths and letter to Clerk of Court for EDA new members; correspond with new members
- Request quotes from various cabinet makers re Clerk’s desk in Council Chambers
- Required FOIA training – send info and link to FOIA training to EDA members
- Update Christmas Parade checklist in preparation for September staff meeting
- Miscellaneous phone calls, correspondence; miscellaneous research.
- Prepare miscellaneous purchase orders.

Town of Amherst Committees Report– August 31, 2022, See Attached.

## Town of Amherst Committees as of AUGUST 31, 2022

### Appointed/Term Expires

#### **TOWN COUNCIL**

D. Dwayne Tuggle, Mayor	01/01/19	12/31/22
Rachel A. Carton, Vice	01/01/21	12/31/24 Vacancy
Kenneth S. Watts	01/01/19	12/31/22
Sharon W. Turner	01/01/21	12/31/24
Andra A. Higginbotham	11/11/21	2022 special election (2024 term)
Janice N. Wheaton	11/12/19	12/31/22

#### **PLANNING COMMISSION**

June Driskill, Chairperson	05/13/20	06/30/24
Janice N. Wheaton	01/01/21	12/31/22 (TC rep)
William Jones	07/01/19	06/30/23
Nathaniel Holden Case	11/11/21	11/10/25
John Kendrick Vandervelde	07/01/22	06/30/26
Clifford Hart	07/01/19	06/30/23
Anne Webster Day	07/01/22	06/30/26

#### **BOARD OF ZONING APPEALS**

June Driskill	11/13/20	08/31/25
Ed Carton	09/01/19	08/31/24- Vacancy
Teresa Tatlock	11/11/21	08/31/26

Shannan C. Carter	9/01/22	08/31/27 Pending Order
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R.A. "Tony" Robertson	01/13/21	08/31/23
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#### **ECONOMIC DEVELOPMENT AUTHORITY**

Clifford Hart	07/01/19	08/31/23
Sharon Watts Turner	07/01/22	06/30/26
Douglas L. Thompson	08/15/22	06/30/25
Jacob Bailey	07/01/20	06/30/24
Manly Rucker	07/01/21	06/30/25
Mark Milhous	08/18/22	08/31/26
Richard Wydner	07/01/19	06/30/23

#### **PROPERTY MAINTENANCE INVESTIGATION BOARD**

C. Manly Rucker, III	05/13/20	06/30/24
Bessie H. Kirkwood	07/01/22	06/30/26
Glenda Hash	05/13/20	06/30/24

#### **CENTRAL VIRGINIA PLANNING COMMISSION/MPO**

D. Dwayne Tuggle	01/01/21	12/31/22
Sara Carter	01/01/21	12/31/22

### Appointed/Term Expires

#### **CENTRAL VIRGINIA TRANSPORTATION COUNCIL (MPO)**

D. Dwayne Tuggle	01/01/21	12/31/22
Sara E. Carter	01/01/21	12/31/22

#### **TOWN/SWEET BRIAR SEWER USE ADVISORY COMMISSION**

Andra Higginbotham	01/01/22	12/31/22
Kenneth S. Watts	01/01/21	12/31/22

### TOWN COUNCIL COMMITTEES (FOR THE 01/01/21-12/31/22 TERM)

#### **FINANCE COMMITTEE**

Rachel A. Carton (Chairman) and Sharon W. Turner

- Monitor the budget development process.
- Review accounting procedures, budgets, and bookkeeping activities.
- Interface with auditors.

#### **UTILITIES COMMITTEE**

Kenneth S. Watts (Chairman) and Andra A. Higginbotham

- Monitor the development and construction of capital improvement projects.
- Review proposed utility system upgrades and extensions.
- Interface and assist developers in coordinating Town policies with proposed new developments.

#### **TOWN HALL MEETING ROOM REHABILITATION AD HOC COMMITTEE**

Rachel Carton (Chairman) and Sharon Turner

- Oversee and monitor rehabilitation and refurbishment



**TOWN OF AMHERST  
DEPARTMENT OF PLANTS  
MONTHLY PRODUCTION AND OPERATIONAL REPORT  
August -- 2022**

**SUBMITTED BY: GARY S. WILLIAMS,  
DIRECTOR OF PLANTS**  
**SUBMITTED ON: Wednesday, September 7, 2022**

**Grandview Water Filtration Plant,**



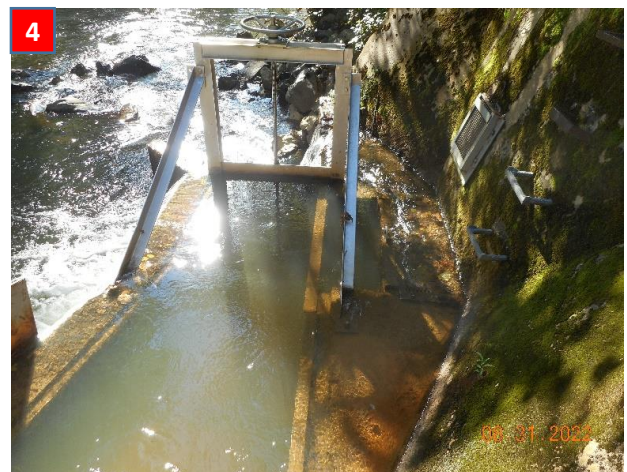
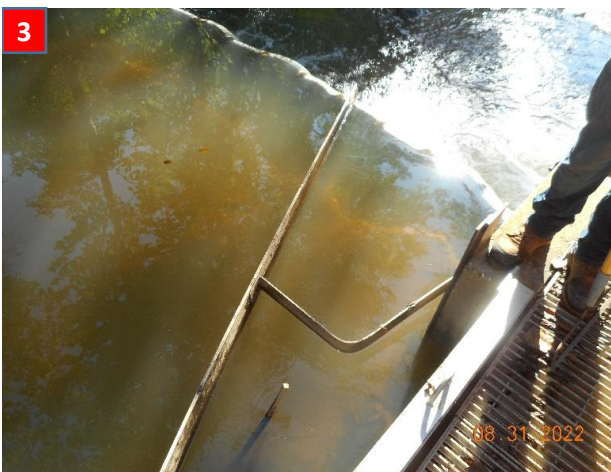
A working group comprised of McGuffin, Williams, Smith, and Cundiff convened at the BRRWPS (Buffalow River Raw Water Pumping Station) to initiate staff conversation on cleaning upkeep and debris cleaning of raw river water before being drawn into the raw water pumps, which currently is not covered by the scope of the Water Plant upgrade.

Participants decided down to the first level grating of the raw water intake wet well only after Mr. Cundiff, using Maintenance Department protocol for confined space entry for checking toxic gas and oxygen levels, gave the go-ahead (pictures 1 and 2). Mrs. McGuffin had many questions that ran from technical to historical, and all seemed to be satisfactorily answered by the long-term staff assembled.

Also reviewed was the riverside intake channel (pictures 3 and 4), the operations' first line of debris deflection and screening. Many good ideas for improvements were bandied about during on-site conversations.



Masonry work has been done at the Water Plant, with various small projects now completed. Areas of note are the partition wall in the new bulk chemical feed building, and the old window opening in the filter gallery has been closed (picture 5). Restroom expansion has had the wall completed (picture 6).





## **Rutledge Creek Wastewater Treatment Plant**



Items of note at Rutledge Creek for August was the annual Whole Effluent Toxicity (WET) test routine. Sampling started on Sunday the 28th and concluded on Thursday September the 1<sup>st</sup>. Test results have yet to be released from the contract laboratory.

With the notice of bid request for the building construction to house the future centrifugal sludge dewatering, there were several plant visits from prospective contractors. The building/centrifuge will replace Drying Beds 1 and 2 (picture 7). Sludge will be pulled from Digesters 1 and 2 (picture 8), dewatered, and dumped into a 20yard roll-off dumpster unit (picture 9).



**Town of Amherst  
Economic Development Authority**

Chairperson Sharon W. Turner called a meeting of the Town of Amherst Economic Development Authority, formerly Industrial Development Authority, to order on September 6, 2022, at 5:15 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	Sharon Turner	P	Jacob Bailey
P	C. Manly Rucker	P	Richard Wydner
P	Clifford Hart	P	Douglas Thompson
P	Mark Milhous		

Town Manager Sara E. McGuffin, in her capacity of secretary, and Clerk of Council Vicki K. Hunt were also present.

Chairperson Turner welcomed and introduced new members Mark Milhous and Douglas Thompson.

Mr. Rucker made a motion which was seconded by Mr. Wydner to approve the minutes of the July 5, 2022, meeting of the Industrial Development Authority.

There being no discussion, the motion carried 7-0 as follows:

Sharon Turner	Aye	Jacob Bailey	Aye
C. Manly Rucker	Aye	Douglas Thompson	Aye
Clifford Hart	Aye	Richard Wydner	Aye
Mark Milhous	Aye		

Town Manager McGuffin gave an update on the project proposal previously presented by John Vandervelde that would provide new town residents who sign up for water service with community information on individual town businesses and organizations in the form of cards designed by Town of Amherst staff containing images and text provided by participating organizations and businesses and placed in wooden card holders manufactured by Ascension Church volunteers.

After discussion, the Authority directed Town Manager McGuffin to prepare a memo to email to Town businesses making them aware of the project and an opportunity to submit their business information to be included in the welcome holder.

Chairperson Turner began a discussion on the Town's present water capacity and whether there might be a future threat in depletion in the volume of water available due to droughts, during which discussion determination was made that measures have been put in place should there be any future threat to the Town's water supply.

There being no further business, the meeting adjourned at 5:35 p.m. on motion of Mr. Bailey, seconded by Mr. Rucker.

The motion carried 7-0 as follows:

Sharon Turner	Aye	Jacob Bailey	Aye
C. Manly Rucker	Aye	Douglas Thompson	Aye
Clifford Hart	Aye	Richard Wydner	Aye
Mark Milhous	Aye		

\_\_\_\_\_  
Sharon W. Turner, Chairperson

ATTEST: \_\_\_\_\_  
Secretary

**Resolution**  
**of the**  
**Town Council of the Town of Amherst**

**WHEREAS**, Rachel A. Carton was a highly respected citizen and a long-time resident of the Town of Amherst; and

**WHEREAS**, Rachel A. Carton was a member of the Town Council of the Town of Amherst from January 1, 2017, through August 22, 2022, and during that time she held the position of Vice Mayor from January 1, 2019, through August 22, 2022, and represented the Town Council as Chairman on the Community Relations and Recreation Committee and as Chairman of the Finance Committee; and

**WHEREAS**, Rachel A. Carton has rendered loyal and dedicated service to the residents of the Town of Amherst and the surrounding area through her career in public service, civic efforts including her various positions of leadership, authority, and community involvement through her church, Neighbors Helping Neighbors., and other civic organizations; and

**WHEREAS**, the Town Council of the Town of Amherst wishes to acknowledge the services that Rachel A. Carton has given to her community and also to express its appreciation for all that Rachel A. Carton has done for the Town of Amherst; and

**NOW, THEREFORE, BE IT RESOLVED** that the Town Council of the Town of Amherst does, on this date, acknowledge the outstanding service that Rachel A. Carton has given to our community; and

**BE IT FURTHER RESOLVED** that the Town Council of the Town of Amherst hereby declares that the Town of Amherst has been greatly improved as a result of Rachel A. Carton's tenure on the Town Council of the Town of Amherst; and

**FINALLY, BE IT RESOLVED** the Clerk of the Council of the Town of Amherst is ordered to deliver an original copy of this Resolution to Rachel A. Carton as a token of the Council's deep appreciation for her contributions to our community and that this resolution be spread upon the minute books of the Town Council of the Town of Amherst as a tribute to a

*Good Neighbor and a Friend of the Town of Amherst.*

Adopted September 14, 2022.

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

Attest:

\_\_\_\_\_  
Clerk of Council



# TOWN OF AMHERST

P.O. Box 280 174 S. Main Street Amherst, VA 24521  
Phone (434)946-7885 Fax (434)946-2087

**To:** Town Council  
**From:** Sara McGuffin  
**Date:** September 12, 2022  
**Re:** Request for ARPA and Water Expenditures

---

The Town received just over \$2.2 million in ARPA funds from the Federal Government as a result of the Covid pandemic.

For calendar year 2020, the Town's lost revenue calculation was \$226,063. This money has been applied for capital needs and salaries in FY 22.

The remaining ARPA funding is \$2,035,723. Council approved the design fee for the centrifuge in November, 2021. That cost was \$175,000 and has been paid. Council agreed in July to fund the purchase of a centrifuge in the amount of \$218,988. This bid has been held, and not awarded, as agreed to by the awardee, pending the receipt of the centrifuge construction bid. That bid has been received, and the recommended award amount is \$1,548,000. The cost for construction administration and shop drawing review from the engineer is \$45,000.

The total centrifuge cost is thus:

Equipment:	\$218,988
Construction:	\$1,548,000
Administration	\$45,000
Contingency	\$181,988 (10%)
Total:	\$1,993,976

Staff recommends that Council approve the award of the centrifuge construction bid for \$1,548,000.

Staff further recommends that Council approve the above budget for the overall project.

Additionally, staff has been working with the Town's engineer to address unmet needs at the Water Treatment Plant and facilities as part of the on-going Water Treatment Plant renovation. To that end, staff recommends two additional costs that have been proposed for the project.

*Respecting the past. Attending the present. Concentrating on the future.*

First, staff recommends an additional item of work for the current Waugh's Ferry generator project. This would add SCADA capability to the Waugh's Ferry Tank and Pump Station. This capability would further connect to SCADA at the Sweet Briar tank, being installed by the College, allowing water staff to determine tank levels and pump to Sweet Briar College without having to leave the Water Treatment Plant. This functionality was originally intended as part of the overall plant renovation but was removed when the Waugh's Ferry generator was removed from the project. When the generator was rebid, this was not put back in. Both of the current contractors for the two projects were asked to submit prices for this work, and this one was considerably lower than the other. These funds would come from the water fund balance, which is currently over \$1.9 million. The proposed cost is \$48,000.

Second, staff requests a contract amendment for the engineer's contract for the Water Treatment Plant project, based upon the additional time that the project is taking due to supply lags. Additionally, the engineer has been very active in the project, identifying additional changes that can be made to improve the plant and Raw Water Pump Station. The additional fee proposal is \$18,500. No new funds are required for this change, as it will be taken from the contingency for the project.

Staff seeks four motions from the Council:

1. Approve the construction bid award.
2. Approve the project budget for the centrifuge.
3. Approve the additional project at the Waugh's Ferry pump station.
4. Approve additional engineering cost for the Water Treatment Plant project.

Background information for each item is included with this memo.

Please let me know if I can provide further clarification on any of these items.



September 12, 2022

Sara E. McGuffin  
Town Manager  
Town of Amherst  
PO Box 280  
Amherst, Virginia 24521

Re: Town of Amherst Wastewater Treatment Plant Improvements Project (Centrifuge Facility)  
WWA Project No. 221038.00

Dear Mrs. McGuffin:

Two bids were received on the referenced project on September 9, 2022 at 2:00 P.M. and publicly opened. A copy of the bid tabulation is enclosed for your records. Littleton and Associates, Inc was the apparent low bidder with a Total Base Bid of \$1,548,000.

Based on our review of the bid documentation, and our knowledge and working relationship with Littleton and Associates, Inc., we recommend awarding the project to Littleton and Associates for the lump sum amount of \$ 1,548,000.

Bid documentation is enclosed for your review. We are available to administer this contract upon your authorization. Should you have any questions, please feel free to call.

Sincerely,

WW Associates, Inc.

Herbert F. White III, P.E.  
President

Enclosures: Bid Tabulation, Bid Documentation



September 12, 2022

Ms. Sara McGuffin  
Town Manager  
Town of Amherst  
174 South Main Street  
Amherst, VA 24521

Re: Wastewater Treatment Plant Centrifuge Facility Fee Proposal for Construction Administration Services

Dear Mrs. McGuffin:

We are pleased to provide this engineering fee proposal for construction administration services for the new Centrifuge Facility for dewatering sludge at the wastewater treatment plant.

Construction Phase Services include:

1. Bidding Assistance, including pre-bid conference, addenda preparation, bid opening, and award recommendation.
2. Construction administration, including shop drawing review, response to contractor generated RFI's, payment request review and authorization, periodic construction inspection, final inspection, and record drawing preparation.

We propose to provide construction phase services for a lump sum fee of \$ 45,000.

Invoicing for these services will be monthly based on our estimate of percent completion. Payment will be within 30 calendar days from the time the bill is issued by WW Associates.

We appreciate the opportunity to be of continued service to the Town of Amherst and trust this proposal meets with your approval. We look forward to working on this most important project! Should you have any questions, please feel free to call. A purchase order will be considered our Notice to Proceed.

Sincerely,

WW Associates

Herbert F. White, III, P.E.  
President

P.O. Box 4119 ■ Lynchburg, VA 24502  
Telephone (434) 316-6080 ■ Fax (434) 316-6081  
Lynchburg ■ Charlottesville

**AMENDMENT TO OWNER-ENGINEER AGREEMENT  
Amendment No. 4**

**The Effective Date of this Amendment is: January 12, 2022.**

**Background Data**

Effective Date of Owner-Engineer Agreement: **September 6, 2022**

Owner: **Town of Amherst, Virginia**

Engineer: **WW Associates, Inc.**

Project: **Water Treatment Plant**

**Nature of Amendment:**

  X   Additional Services to be performed by Engineer

**Description of Modifications:**

**Construction Administration from September 2, 2022 to April 1, 2023**

**Agreement Summary:**

Original agreement amount:	\$ <u>347,850</u>
Net change for prior amendments:	\$ <u>59,650</u>
This amendment amount:	\$ <u>18,500</u>
Adjusted Agreement amount:	\$ <u>426,000</u>


Change in time for services (days or date, as applicable): **April 1, 2023**

Owner and Engineer hereby agree to modify the above-referenced Agreement as set forth in this Amendment. All provisions of the Agreement not modified by this or previous Amendments remain in effect.

**OWNER: Town of Amherst, Virginia**

**ENGINEER: WW Associates, Inc.**

By: \_\_\_\_\_  
Print  
name: Sara McGuffin

By:   
Print  
name: Herbert F. White III, P.E.

Title: Town Manager

Title: President

Date Signed: \_\_\_\_\_

Date Signed: 09/06/2022

CRAIG PUTZIGER  
ELECTRICAL MECHANICAL SERVICES  
[craig@elec-mech-ser.com](mailto:craig@elec-mech-ser.com)  
540-761-0454

**Re:** Amherst Waugh's Ferry Tank Controls

Electrical Mechanical Services is pleased to provide for your consideration our Proposal for the above reference project.

Included in Scope:

- All power and control wiring and conduit
- Control panel supplied by Sunapsys with cellular modem
- New pressure transducer
- Monitor generator and utility power remotely at WTP
- Turn pumps on and off remotely at WTP
- Read Waugh's Ferry Road tank level remotely at WTP

Not included in Scope:

- Cellular modem at WTP

Our price to complete the job:

\$48,000

Forty-eight thousand and 00/100...

Please give me a call if you have questions or require additional information.

Best regards,  
Craig Putziger



# TOWN OF AMHERST

P.O. Box 280 174 S. Main Street Amherst, VA 24521  
Phone (434)946-7885 Fax (434)946-2087

**To:** Town Council  
**From:** Sara Carter  
**Date:** September 2, 2021  
**Re:** Use of ARPA funds

---

As Council knows, the Town has received our first tranche of ARPA funds. We will receive our money in two batches, one this year and one next year. The money can be used only for specific purposes. Council has broadly stated that the money would first be spent on revenue replacement and then on water and sewer infrastructure projects. Council held a mini-retreat on this issue on June 24<sup>th</sup> (presentation attached) and staff recommends making some decisions on direction for spending so that we can determine the best path to proceed and if any ARPA funds can be leveraged with grant funds.

Following this memo, please find a set of spreadsheets that shows the revenue replacement for the first year. The number ended up being less than originally anticipated, as the lease on the Brockman Park property by Dominion increased our revenues. However, with the end of the lease this year, we should have additional money that can be claimed for lost revenue at the end of this calendar year.

The first tranche of ARPA funds was \$1,130,893.

For calendar year 2020, the lost revenue calculation was: \$226,063  
Thus far, Council has agreed upon purchase of the following items from the revenue replacement:  
Lift: \$25, 824  
Second Police Car and electronics: \$43, 313  
The remaining funds from the revenue replacement are: \$156,926.

Staff recommends the remaining funds from the revenue replacement be applied to police salaries.

The first tranche has \$904,830 remaining. The second tranche will also be \$1,130,893. Thus, the Town needs to plan for approximately \$2.03 million in funds. Subsequent year revenue loss figures will take up some of those funds if Council wishes to exercise that option.

Staff recommends the following items for Council's consideration:

- Sludge dewaterer (likely all of the remaining funds)
- Relocation of water and sewer lines behind the Ambriar Shopping Center
- Water line replacements for Waugh's Ferry, Sunset Drive, Walnut Hill, or Union Hill. Money for these projects could be leveraged with Revolving funds from VDH.



## TOWN OF AMHERST

P.O. Box 280 174 S. Main Street Amherst, VA 24521  
Phone (434)946-7885 Fax (434)946-2087

**To:** Town Council  
**From:** Tracie Morgan  
**Date:** September 6, 2022  
**Re:** Request for Payment Approval

---

As part of Chief Shiflett's fiscal year 2023 capital improvement requests, he requested the purchase of a new 2022 Tahoe. The request was approved at the May 2022 Council meeting for up to \$47,000 which will include the outfitting of the Tahoe.

Per our Purchasing Policy, although the expense has been approved in the budget, any expense over \$10,000 must be approved by Council prior to payment.

The Tahoe was delivered to the Police Department Friday, August 26, 2022. At this time we are asking for payment approval for \$39,321.00 This amount does not include the outfitting costs.

Thank you.



## TOWN OF AMHERST

P.O. Box 280 174 S. Main Street Amherst, VA 24521  
Phone (434)946-7885 Fax (434)946-2087

**To:** Town Council  
**From:** Sara McGuffin  
**Date:** September 9, 2022  
**Re:** Cost of Electricity to Entrance Signs

---

The Town received a request from the Garden Club to consider having electrical services placed at the entrance signs to the Town. This would allow lighting of the signs at night. Mr. Thompson worked with Apco to get a price for the services. No electrical service is available at the 60 west sign, due to the relative location of electrical poles and wires. The other costs are as follows:

29 North- \$4,430  
60 East- \$4,600  
29 South- \$4,430

If all signs are completed at the same time, \$12,709.

Staff recommends completing this work so that lighting can be added. Funds can be taken from the existing budget line for the contingency.

## **Town of Amherst**

### **Electronic Use Policy**

As the Town has provided additional devices for the use of employees and officials, it has become necessary to outline Town policies for Town owned devices. These policies do not apply to devices owned by individuals and used for Town business.

Ownership- All devices purchased by the Town remain the property of the Town, and at the end of employment, appointment, or term of service, shall be returned to the Town except as outlined below.

Equipment to be Purchased- Town Council members shall be offered ipads for their use for Council business, to allow them to be able to keep town business separate from their personal business. If a member would prefer another device, that may be requested by the Council member, so long as the cost is equivalent.

Ipad Logon Information- Town Ipads are issued with a passcode. This passcode shall not be changed.

Downloads- No user should download any programs to Town owned devices without permission from their supervisors, or in the case of Town owned Ipads, from the Town Manager.

Retention- Users should remember that one of the purposes of Town email systems is to allow the Town to follow state mandated records retentions policies. Emails should be saved. If your inbox becomes too large, items may be moved to an archive folder, but they shall not be deleted.

Appropriate Use of the Internet and Electronic Communications- Town provided equipment is provided to conduct Town business. Personal uses of Town owned devices should be kept to a minimum and occur outside of work hours. Use of Town internet or equipment may be subject to monitoring without notice. The following uses are explicitly prohibited:

- Transmitting material or messages in violation of federal, state, or local code or ordinances.
- Revealing or sharing passwords.
- Willfully conducting activity that disrupts Town services, the Town network, including computer hacking or spreading viruses.
- Participating in use that interferes with employee productivity.
- Operating a business, soliciting money, advertising or conducting transactions for profit.
- Soliciting for non-Town sponsored events, organizations or functions.
- Intentionally downloading, accessing, viewing, posting, or transmitting information that is abusive, offensive, harassing, threatens violence, or that discriminates on the basis of race, gender, national origin, age, or disability.
- Intentionally accessing, viewing, posting or transmitting sexually explicit material.

For Council members issued electronic devices, if they end their service to the Town with at least four years of service, they shall be offered their device to keep free of charge. This will allow devices that have been used for multiple years to be turned over and new ones to be purchased for new members.

# **TOWN OF AMHERST**

## **BUDGET CALENDAR FOR FY 2023-2024**

**December 2022** – Treasurer prepares budget worksheets for department heads and mails out donation request forms to local organizations.

**January 27, 2023**– Deadline for budget requests from department heads and local organizations.

**February 6, 2023** – Treasurer presents prepared budget documents to Town Manager for recommendations.

**March 2023**- Council, Town Manager and Treasurer will meet prior to regular Council Meeting to go over Town Manager proposed FY24 Budget.

**March 13-17, 2023** – Finance Committee meets with Treasurer and Town Manager to review budget documents and recommendations.

**April 12, 2023** – Public hearing of FY24 budget at regular Council meeting.

**May 10, 2023** – Adoption and appropriation of FY24 budget at regular Council meeting.

## **CAPITAL IMPROVEMENTS PLAN FY 2023-2024**

**October 2022** – Treasurer sends out CIP requests documents to department heads.

**November 18, 2022** – Department heads submit CIP requests to Treasurer.

**December 2022** – Department heads and Town Manager meet to discuss CIP requests.

**January 2023** – Town Manager Presents CIP recommendations to Planning Commission.

**March 1, 2023** – Planning Commission public hearing on CIP requests.

**April 12, 2023** – Council public hearing on CIP requests.

**May 10, 2023** – Council adopts Capital Improvements Plan.

**TOWN OF AMHERST**  
**APPLICATION FOR APPOINTMENT TO STANDING BOARDS, COMMISSIONS,**  
**AND AUTHORITIES**

The following biographical information has been requested by the Amherst Town Council on each nominee for Council appointment. When completed, please return to:  
Town of Amherst

Attn: Clerk of the Council

P.O. Box 280, 174 South Main Street, Amherst, VA 24521

Email: [vicki.hunt@amherstva.gov](mailto:vicki.hunt@amherstva.gov).

**Authority, Board, or Commission** (check all you wish to apply for):

- |   |   |
|---|---|
| <input type="checkbox"/> Planning Commission                | <input type="checkbox"/> Property Maintenance Investigation Board       |
| <input checked="" type="checkbox"/> Board of Zoning Appeals | <input type="checkbox"/> Town/Sweet Briar Sewer Use Advisory Commission |
| <input type="checkbox"/> Industrial Development Authority   |   |

Full Legal Name: Rachel Elkins Thompson

Mailing Address: P.O. Box 726, Amherst, VA 24521

Home Address: 268 South Main Street, Amherst, VA 24521

E-mail Address: Rachel@DHTandCO.com

Phone No: Office <sup>mobile</sup> 434-941-7196 Work: 434-381-2030

Length of time at present address: 11 years

Are you over the age of 18? Yes.

Employer Name: DT Company, LLC Address: 155 South Main Street  
Amherst, VA 24521

Current employment position: Chief Operations Officer

List specific information which might qualify you for this appointment: I am a

former Town Council and Planning Commission Member. I own  
commercial and residential property in the Town and have  
for the past 20+ years.

Why are you interested in serving as a member of this authority, board or commission?

It is my understanding that the Board is short  
members and I wish to assist.

Rachel Elkins Thompson  
Signature of Applicant

8/29/22  
Date