

AMHERST TOWN COUNCIL

AGENDA

Wednesday, December 11, 2024

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. Resolution Honoring Sharon W. Turner for her Service on the Amherst Town Council- (Pgs. 1)-** *The Council has a resolution to honor Councilor Turner for her contributions to the Town.*
 - 2. Public Hearing for a Lease for the Amherst Mountain Biking Club for Brockman Park- (Pgs. 2-8)- Sara McGuffin-** *The Council has set a public hearing for the December 11th meeting to consider a lease for the Amherst Mountain Biking Club for the vacant land at Brockman Park for multi use trails. A public hearing is required for a lease of publicly owned property. Staff recommends that the Council hold the public hearing and determine if they would like to approve the lease later in the agenda, after the validation of the Substantial Accord determination.*
- 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. 9-11) –** *Draft of the November 13th meeting minutes are **attached**. Please let Vicki Hunt know of any concerns by Wednesday morning so that any needed corrections can be presented at the meeting.*
 - 2. Check approval (Pgs. 12-23)-** *The check register for the month of November 2024 is **attached**. Please let Tracie Morgan know if you have any concerns by Wednesday morning so that any needed documentation will be available at the meeting. All invoices will be available for review.*
- G. Correspondence and Reports**
- 1. Staff Reports (Pgs. 24-82)**
 - a. Manager Monthly Report- **attached**
 - b. Police Chief Monthly Report - **attached**
 - c. Office Manager Monthly Report - **attached**
 - d. Clerk of Council Monthly Report- **attached**
 - e. Public Works Monthly Reports- **attached**

2. Other Reports

- a. Planning Commission- *met December 4th, 2024, minutes forthcoming*
- b. Economic Development Authority- *no meeting, no report*
- c. Robert E. Lee SWCD

H. Discussion Items

- 1. Resolution to Request a Speed Study for Sunset Drive (Pgs. 83-84)- Sara McGuffin-** *Staff has provided a resolution to request that VDOT complete a speed study for Sunset Drive that would evaluate the possibility of reducing the speed limit on that road.*
- 2. Confirm the Finding of Substantial Accord for the Potential Lease for Amherst Mountain Biking Club at Brockman Park (Pgs. 85-86)- Sara McGuffin-** *The Planning Commission has a public hearing to consider the Finding of Substantial Accord for the use of Brockman Park for multi use trails by the Amherst Mountain Biking Club. State Code requires this step for the use of the property, since it is not contemplated in the adopted Comprehensive Plan. State Code further provides that the governing body of the locality may then accept or deny the finding made by the Planning Commission. Staff requests that the Council validate the finding of substantial accord made by the Commission with a motion.*
- 3. Adoption of Lease for the Amherst Mountain Biking Club- Sara McGuffin-** *Staff recommends that the Council consider approval of the lease for the Bike Club with a motion.*
- 4. Adoption of Resolution for Request of Opinion from the Virginia Attorney General (Pgs. 87-92)- Kelley Kemp-** *Staff has drafted a resolution and request for opinion from the Attorney General for the Commonwealth of Virginia. This is in response to Council's request to clarify the law contained in Section 46.2-1300 regarding the ability of localities to change speed limits within their jurisdiction.*

I. Matters from Staff

J. Citizen Comments

K. Matters from Town Council

L. Anticipated Town Council Agenda Items for Next Month

M. Adjournment

Resolution
of the
Town Council of the Town of Amherst

WHEREAS, Sharon Watts Turner, is a highly respected citizen and a long-time resident of the Town of Amherst; and

WHEREAS, Sharon Watts Turner was first appointed to Town Council as an interim council member serving from August 2019 through December 2019. She was then elected and agreed to serve as a council member from November 2020 through December 31, 2024; and,

WHEREAS, Sharon Watts Turner, was first appointed and agreed to serve on the Town of Amherst Industrial Development Authority, now the Economic Development Authority, on January 11, 2017, and continues to serve as Chairman of the Authority; and,

WHEREAS, Sharon Watts Turner, has demonstrated a great interest in the welfare of this community through loyal and dedicated service to the residents of the Town of Amherst during her career in public service; and,

WHEREAS, the Town Council of the Town of Amherst wishes to acknowledge the services that Sharon Watts Turner, has given to this community and also to express its appreciation for all that she has done and will continue to do 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 Sharon Watts Turner, 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 Sharon Watts Turner'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 Sharon Watts Turner, as a token of the Council's deep appreciation for his 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 December 11, 2024.

D. Dwayne Tuggle, Mayor

Attest:

Clerk of Council

LEASE AGREEMENT

THIS OPTION AND LEASE AGREEMENT (the “Agreement”), made and entered into effective as of _____, 2024 (the “Effective Date”), by and between **THE TOWN OF AMHERST**, hereafter referred to as “The Town” a town incorporated in the Commonwealth of Virginia, 174 South Main Street, P.O. Box 28 Amherst, Virginia 24521 (collectively and individually herein referred to as the “Owner/Lessor”), and **AMHERST MOUNTAIN BIKING CLUB**, 405 Cherry Hill Drive, Amherst, Virginia 24521, hereafter referred to as “The Biking Club” (the “Lessee”).

WITNESSETH:

WHEREAS, The Town, Owner/Lessor, hereby leases and demises to The Biking Club, Lessee, that real estate containing approximately two hundred and sixty three (263) acres known as the Town of Amherst Tax Map parcel numbers 96-5-1, 96-5-2, 96-5-3, 96-5-4, 96-5-5, 96-5-6, 96-5-7, 96-5-8, 96-5-9A, 96-5-12, 96-5-13, 96-5-14, 96-5-15, 96-A-13, 96-A-36, and 96-A-37, located in and adjacent to the L. Barnes Brockman, Sr. Business and Industrial Park off State Route 60 East (herein also referred to as the “property”).

WHEREAS, The Biking Club desires to lease the Property of approximately two hundred and sixty three (263) acres known as the Town of Amherst Tax Map parcel numbers 96-5-1, 96-5-2, 96-5-3, 96-5-4, 96-5-5, 96-5-6, 96-5-7, 96-5-8, 96-5-9A, 96-5-12, 96-5-13, 96-5-14, 96-5-15, 96-A-13, 96-A-36, and 96-A-37,, located in the L. Barnes Brockman, Sr. Business and Industrial Park off State Route 60 East (the “Leased Property”) as a mountain bike trail course and facilities and for such other related purposes the Biking Club, may determine from time to time in the future;

In consideration of the Leased Property and the mutual promises made in this Agreement, the receipt and sufficiency of such consideration are hereby acknowledged, The Town and The Biking Club, agree as follows.

a. Leased Premises: That real estate containing approximately two hundred and sixty three (263) acres known as the Town of Amherst Tax Map parcel numbers 96-5-1, 96-5-2, 96-5-3, 96-5-4, 96-5-5, 96-5-6, 96-5-7, 96-5-8, 96-5-9A, 96-5-12, 96-5-13, 96-5-14, 96-5-15, 96-A-13, 96-A-36, and 96-A-37, located in and adjacent to the L. Barnes Brockman, Sr. Business and Industrial Park off State Route 60 East (herein also referred to as the “property”).

b. Term. The term of this Lease Agreement shall be from the 1st day of _____, 2024 to the 31st day of _____, 2044 (20-year lease). The Lease shall renew, at the written agreement of The Town and The Biking Club for an additional sixty (60) months, such term referred to as the “Renewal Term”. The “Term” refers to the Initial Term and the Renewal Term, if any. If the Biking Club desires to extend the Lease for the Renewal Term, the Biking Club shall notify The Town in writing at least sixty (60) days prior to the expiration of the Initial Term. If the Lease is extended, the Lease will extend on the same terms and conditions set forth herein. During the term of this lease and during any hold-over period, the Lease Agreement may be terminated at will by either party upon 30 days written notice.

c. Rent. The Biking Club, Lessee, agrees to pay the annual sum of One and 00/100 Dollars (\$ 1.00) per year for the Initial Term, and for the Renewal Term, if any, without demand, offset or reduction, to The Town.

d. Access and Permitted Uses. The Town, covenants and agrees that The Biking Club, shall

have non-exclusive rights of use and occupancy of the Leased Property twenty-four (24) hours per day, seven (7) days per week and 365 days per year during the Term. The Biking Club shall also have a non-exclusive right to use and maintain access for ingress and egress any roadway that The Town, and The Biking Club, may mutually agree upon to facilitate The Biking Club's permitted use of the Leased Property. The Biking Club, Lessee, may use the Leased Property during the Term for mountain bike trails, staging area, parking area and any other activities or uses reasonably associated with The Biking Club's activities. Permitted bikes or bicycles may be propelled by human power or battery power (known as Ebikes) and have two or more wheels in tandem. Also permitted are children's bicycles with and without training equipment. Not permitted are motorized dirt bikes also known as off-road trail motorcycles. The Town retains the right to inspect the Leased Property at any time during the Term.

e. Insurance and Indemnity. The Biking Club shall insure its personal property and agrees to procure and maintain commercial general liability insurance against claims for personal injury and property damage arising out of or connected with The Biking Club's use, possession and operation of the Leased Property. Notwithstanding the forgoing, The Biking Club may elect to provide the insurance(s) required pursuant to this section through self-insurance. The Biking Club shall provide proof of insurance to The Town, at a minimum of \$2,000,000.00 combined single occurrence limit. Unless caused by the sole negligence or willful or wanton conduct of The Town, or as otherwise provided herein, The Biking Club agrees to indemnify The Town from and against all claims, losses, demands, damages, causes of action, suits, and liability of every type and character, including all expenses of litigation, court costs, and attorney's fees, for injury to or death of any person, or for damages to any property, arising out of or in connection with the exercise of The Biking Club's rights on the Leased Property pursuant to this Agreement. The Biking Club shall require any and all subcontractors, or other third parties providing services to the The Biking Club, to be insured under the The Biking Club's insurance policy.

f. Taxes. The Biking Club shall be responsible for all personal property and business taxes imposed by any taxing authority for all property owned by The Biking Club and all activities of The Biking Club on the Leased Property.

g. Assignment and Subletting. The Biking Club may not assign this Lease or sublet any portion of the Leased Premises without the prior written consent of the The Town, which approval may be withheld in owner's sole and absolute discretion.

h. Maintenance; Repairs; Improvements.

i. The Biking Club represents that as of the Commencement Date, it has inspected the Leased Property and agrees to accept the Leased Property and any fixtures or equipment situated thereon in its present condition.

ii. The Town, at its own expense, shall be responsible for the maintenance and upkeep of all underground utilities servicing the Leased Property to include, without limitation, all water, sanitary sewer, storm drain and gas lines provided that The Town has approved and inspected any and all present or future improvements.

iii. The Town shall not be obligated to repair or incur any cost to remediate any The Biking Club caused damage or deficiency to the Leased Property and to the extent that The Town does incur any such cost it may demand reimbursement from The Biking Club. Moreover, The Town shall not be obligated to repair or replace any improvements or alterations to the Leased Property made by The Biking Club.

iv. The Biking Club shall make no improvements or modifications to the Leased Property without The Town of Amherst's prior approval, which approval shall not be unreasonably withheld, conditioned or delayed. The Biking Club shall provide The Town with any and all sites plans and/or construction plans for approval by the The Town. Any and all site plans and/or construction plans shall comply with all governmental requirements and shall comply with all covenants and restrictions affecting the leased premises. The Biking Club and The Town agree to terminate this lease if The Town contracts to lease or sell the property or any part thereof for economic development (see paragraph section m, vi herein).

v. The Biking Club shall surrender the Leased Property, at the termination of this Lease with the any and all installed improvements to remain. No third party liens shall be attached to any improvements that remain. The Biking Club shall surrender the property, lien free, with good marketable title.

i. Utilities.

i. Services Provided by The Biking Club. The Biking Club shall be responsible for all costs incurred to provide heating/ventilation/cooling, electrical, water/sewer, internet service and trash removal/dumpster maintenance and removal at or to the Leased Property.

ii. Interruptions. There shall be no abatement of Rent and The Town shall not be liable in any respect whatsoever for the inadequacy, stoppage, interruption, or discontinuance of any utility or service due to riot, strike, labor dispute, breakdown, accident, repair or other causes beyond The Town of Amherst's reasonable control.

j. Environmental Indemnity. The Biking Club agrees to indemnify, defend, protect, and hold harmless The Town from and against any liabilities, obligations, claims, damages, costs and expenses incurred by or asserted against The Town by reason of (a) any injury to or death of persons or loss of or damage to property occurring on or about the Leased Property or the adjoining sidewalks or streets caused by the negligence or willful act or omission of The Biking Club or any of The Biking Club's agents or employees, and (b) any failure on the part of The Biking Club to comply with any of the terms of this Agreement. Indemnity damages include, but are not limited to, The Town attorney's fees, costs, and expenses.

k. Default. If The Biking Club (a) shall fail to pay Rent or any other charges due hereunder within ten (10) days after written notice from The Town that such payment is past due, (b) shall breach or violate any of the covenants, conditions or agreements herein and The Biking Club has not commenced to cure such breach or violation within thirty (30) days after written notice thereof from The Town and does not diligently pursue the cure of such breach or violation thereafter, or (c) shall file a voluntary petition in bankruptcy or shall be adjudicated bankrupt or insolvent, or shall file any petition or answer seeking any reorganization, arrangement, composition, readjustment, liquidation, dissolution or similar relief under the present or any future bankruptcy law or any other present or future applicable federal, state or other statute or law, or shall seek or consent to or acquiesce in the appointment of any trustee, receiver or liquidator of The Biking Club or of all or any substantial part of its properties or of the Leased Property, then and in any of such events, at The Town's option, the Lease shall cease and automatically terminate in which event Owner may proceed to recover possession of the Leased Property. The Biking Club shall have thirty (30) days from the date of any such termination to enter the Leased Property to remove any of The Biking Club's property remaining on the Leased Property. Any property remaining after the expiration of the said thirty (30) days shall become the property of the The Town. The Town has the right, at any time upon notice of default by the The Biking Club, to pursue any and all remedies, construed pursuant to the laws of the

Commonwealth of Virginia. The Biking Club shall be responsible for all fees associated with collection by The Town, including legal fees.

l. Termination. The Biking Club shall have the right at any time during the Lease to cancel or terminate the Lease upon thirty (30) days written notice to the The Town provided, however, that upon delivery of such notice of cancellation or termination, The Biking Club shall be immediately responsible to pay the full remaining, unpaid Rent payment for the given Term within thirty (30) days of such notice. Upon termination, The Biking Club shall have sixty (60) days in which to remove any equipment or other materials stored by The Biking Club on the Leased Property. The Town shall be compensated for any additional time beyond the sixty-day removal period that The Biking Club needs for the removing of equipment and the cleanup of the premises, such sum to be equal to the prorated amount of the Rent for the given Term as set forth in the terms of this Agreement. Likewise, the Town reserves the right at any time during the lease to cancel or terminate the lease upon thirty (30) days written notice to The Biking Club.

m. Additional Provisions.

i. Notices. Except as otherwise prescribed herein, notices to be provided pursuant to this Agreement shall be in writing and delivered by hand, certified mail, return receipt requested, or via a recognized overnight courier service, to the address listed below, or to such other address as a party may designate to the other:

Owner: TOWN OF AMHERST
Address: 174 South Main Street
P O Box 28
Amherst, Virginia 24521

Club: AMHERST MOUNTAIN BIKING CLUB
Address: 405 Cherry Hill Drive
Amherst, Virginia 24521

ii. No Partnership. Nothing contained in this Agreement shall be deemed or construed to create a partnership or joint venture of The Town and The Biking Club or to create any other relationship between the parties hereto other than that of tenant and landlord.

iii. Severability. If any provision of this Agreement shall be held to be invalid, whether generally or as to specific facts or circumstances, the same shall not affect in any respect whatsoever the validity of the remainder of this Agreement, which shall continue in full force and effect.

iv. Headings. The section headings of this Agreement are for convenience only and do not alter or amend the provisions of this Agreement.

v. Miscellaneous. This Agreement will be construed, interpreted, governed, and enforced by the laws of the Commonwealth of Virginia applicable to agreements made and to be performed in such jurisdiction. This Agreement, including the exhibits incorporated herein, constitutes the entire agreement between The Town and The Biking Club and its terms and provisions may not be modified or amended in any manner except by a written agreement executed and delivered by an authorized representative of each of the parties hereto, or their respective successors. This Agreement may be executed in one or more counterparts, each of which will be deemed to be an original copy of this Agreement and all of which, when taken together, will be deemed to constitute one and the same agreement. Any and all

observations and representations by either the parties or their agents made during negotiations prior to the execution of this Agreement not contained in the terms and provisions of this Agreement will not be binding upon either of the parties. This Agreement constitutes a covenant running with the land and will be binding on, and inure to the benefit of the parties hereto and their respective successors and assigns.

vi. Sale of Leased Property. The Town reserves the right to market the leased property or any portion thereof during the term of this lease. The Town reserves the right to terminate this lease in the event prospective economic development involves the leased property or any portion thereof. In the event the leased property, or any portion thereof, is sold or leased pursuant to a sales contract then this lease is automatically terminated.

vii. Governing Law: This agreement shall be governed by and construed pursuant to the laws of the Commonwealth of Virginia.

viii. Attorney Fees: If any action is instituted by either party to this agreement to enforce any of the terms of their agreement the prevailing party shall be entitled to receive from tenant its reasonable attorney's fees, expert witness fees, costs and expenses.

[SIGNATURES APPEAR ON THE FOLLOWING PAGES]

IN WITNESS WHEREOF, The Town of Amherst and The Amherst Mountain Biking Club have caused this Agreement to be executed and delivered by their duly authorized representatives as of the Effective Date.

OWNER/LESSOR:

TOWN OF AMHERST

A town incorporated in the Commonwealth of Virginia

By: _____

Name: _____

Title: _____

COMMONWEALTH OF VIRGINIA

COUNTY/CITY OF _____ to-wit:

TOWN OF AMHERST:

The foregoing instrument was acknowledged before me this ____ day of _____, 2024 by _____ as _____ an authorized representative of the Town of Amherst, a town incorporated in the Commonwealth of Virginia, personally appeared before me in the aforesaid jurisdiction on behalf of said company and did acknowledge that he/she signed, sealed and delivered the foregoing instrument as his/her voluntary act and deed of said corporation for the purposes herein contained. He/She is personally known to me or produced _____ as identification.

Notary Public

My commission expires: _____

(AFFIX SEAL)

Registration #: _____

LESSEE:

AMHERST MOUNTAIN BIKING CLUB

By: _____

Name: _____

Title: _____

COMMONWEALTH OF VIRGINIA
COUNTY/CITY OF _____ to-wit:

AMHERST MOUNTAIN BIKING CLUB:

The foregoing instrument was acknowledged before me this ____ day of _____, 2024 by _____ as _____ an authorized representative of The Amherst Mountain Biking Club appeared before me in the aforesaid jurisdiction on behalf of said entity and did acknowledge that he/she signed, sealed and delivered the foregoing instrument as his/her voluntary act and deed of said corporation for the purposes herein contained. He/She is personally known to me or produced _____ as identification.

Notary Public

My commission expires: _____

(AFFIX SEAL)

Registration #: _____

Vice Mayor Andra Higginbotham called a regular monthly meeting of the Amherst Town Council to order on November 13, 2024, at 7:00 P.M. in the Council Chambers of the Town Hall at 174 S. Main Street.

It was noted that a quorum was present as follows:

A	D. Dwayne Tuggle	P	Andra Higginbotham
P	Janice N. Wheaton	P	Michael Driskill
P	Sharon W. Turner	P	Kenneth S. Watts

Also present were the following staff members:

Sara E. McGuffin	Town Manager	Ryan Watts	Chief of Police
Kelley Kemp	Town Attorney-Remote	Gary Williams	Director of Plants
Tracie Morgan	Dep. Town Manager/Treas.	Becky Cash	Water/Wastewater Operator
Vicki K. Hunt	Clerk of Council	Alison Davis	Accreditation Manager

Recitation of the Pledge of Allegiance to the Flag was followed by an invocation by Sharon Turner.

Kelly Hitchcock from the Central Virginia Planning District Commission (CVPDC) was present and provided an overview of the US DOT Safe Streets and Roads for All program, a summary of the Safe System Approach, a review of local accident data, and an overview of the regional transportation study development process, which included the current Central Virginia Safety Action Plan Survey.

Vice Mayor Higginbotham opened the floor to citizen comments.

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

Ms. Turner made a motion that was seconded by Mr. Watts to approve the minutes of the meeting held on October 9, 2024, as corrected.

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

D. Dwayne Tuggle		Andra Higginbotham	Aye
Janice N. Wheaton	Aye	Michael Driskill	Aye
Sharon Turner	Aye	Kenneth Watts	Aye

Mr. Watts made a motion that was seconded by Mr. Driskill to approve the October 2024 check registry as presented with the exception of Item #6388 Hill Hardware.

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

D. Dwayne Tuggle		Andra Higginbotham	Aye
Janice N. Wheaton	Aye	Michael Driskill	Aye
Sharon Turner	Aye	Kenneth Watts	Aye

Ms. Wheaton made a motion that was seconded by Mr. Watts to approve Item #6388 Hill Hardware, in the amount of \$892.67, on the October 2024 check registry, as presented.

There being no discussion, the motion carried 4-0-1 via the roll call method, as follows:

D. Dwayne Tuggle		Andra Higginbotham	Aye
Janice N. Wheaton	Aye	Michael Driskill	Aye
Sharon Turner	Abstain	Kenneth Watts	Aye

Accreditation Manager Davis gave a report on the Lead Service Line Inventory. After a year-long process and with the help of the Town’s water customers, staff submitted the Lead Service Line Inventory to the State on October 24, 2024, with the inventory reporting on 1170 water connections with two homes having a lead water line on the private side, zero lead water lines on the public side, and forty-five properties remaining unknown. The Town secured funding to cover the cost of the inventory.

Town Attorney Kemp gave a report on whether the Town of Amherst has the authority under Virginia Code §46.2-1300 to reduce the speed limit on certain roads within the Town without approval from “VDOT”. Staff recommended that the Town continue to work through VDOT to do a speed study on roads to determine if speed limits should be reduced.

After discussion, by consensus Town Attorney Kemp was requested to draft a request seeking a ruling from the State Attorney General.

Town Manager McGuffin gave a report on a potential lease to Amherst Mountain Biking Club for use of land within Brockman Industrial Park for a future trail system. Amherst Mountain Biking Club is seeking to construct beginner, intermediate and advanced biking trails within Brockman Industrial Park. Staff requested that council set a public hearing at its December 11, 2024, meeting on a proposed lease of land within Brockman Industrial Park (TM#s 96-5-1, 2, 3, 4, 5, 6, 7, 8, 9A, 12, 13, 14, 15, 16, 96A13, 96A36 and 96A37) in the Town of Amherst for the purpose of construction of a proposed trail system that would include beginner, intermediate and advanced trails.

Mr. Watts made a motion that was seconded by Ms. Turner to hold a public hearing on December 11, 2024, on a proposed lease between the Town of Amherst and the Amherst Mountain Biking Club for the purpose of construction of a proposed trail system within Brockman Industrial Park (TM#s 96-5-1, 2, 3, 4, 5, 6, 7, 8, 9A, 12, 13, 14, 15, 16, 96A13, 96A36 and 96A37) that would include beginner, intermediate and advanced trials, as recommended by staff.

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

D. Dwayne Tuggle		Andra Higginbotham	Aye
Janice N. Wheaton	Aye	Michael Driskill	Aye
Sharon Turner	Aye	Kenneth Watts	Aye

Vice Mayor Higginbotham opened the floor to citizen comments.

Dawn Thomas, Town resident, came forward to request that Council consider an amendment to the noise ordinance using decibel levels restrictions.

By consensus Town Manager McGuffin was requested to draft a proposed noise ordinance using a decibel level restrictions for consideration.

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

There being no further business, on motion of Mrs. Wheaton and seconded by Ms. Turner Higginbotham at 7:59 PM the meeting adjourned until December 11, 2024, at 7:00 p.m.

The motion carried 5-0 as follows:

D. Dwayne Tuggle		Andra Higginbotham	Aye
Janice N. Wheaton	Aye	Michael Driskill	Aye
Sharon Turner	Aye	Kenneth S. Watts	Aye

Andra Higginbotham, Vice Mayor

ATTEST: _____
Clerk of Council

Range of Checking Accts: First to Last Range of Check Dates: 11/01/24 to 11/30/24
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 Contract	Ref Num
PO #	Item	Description					Ref Seq Acct
GENERAL		FIRST NATION MAIN CHECKING					
6409	11/04/24	U-000017 WARREN, JENNIFER		(Replacement of: GENERAL	6367)		309
25-00012	1	UTILITY REFUND Wtr Deposit	174.34	501-3-16080-0015	Revenue		1 1
				PREPAY UTILITIES			
6410	11/08/24	AMHER050 AMHERST LAWN & GARDEN, LLC					318
V5-00297	1	GROUNDS EQUI[P	31.25	501-4-44000-6007	Expenditure		10 1
				REPAIR & MAINT. SUPPLIES			
V5-00297	2	GROUNDS EQUI[P	31.26	502-4-44000-6007	Expenditure		11 1
				REPAIR & MAINT. SUPPLIES-RUT. CRK.			
			<u>62.51</u>				
6411	11/08/24	APPAL005 APPALACHIAN POWER					318
V5-00288	1	STREET LIGHTS TO 10/31/2024	2,559.92	100-4-41320-5100	Expenditure		7 1
				STREETLIGHTS			
6412	11/08/24	CENTR005 CENTRAL TECHNOLOGY SOLUTIONS					318
V5-00300	1	11/01-11/30	633.03	100-4-43200-5230	Expenditure		14 1
				TELECOMMUNICATION			
6413	11/08/24	DOGWA005 DOG WASTE DEPOT					318
V5-00287	1	DOGGIE BAGS	267.77	100-4-43200-6007	Expenditure		6 1
				REPAIR & MAINT. SUPPLIES			
6414	11/08/24	FORTI005 FORTILINE, INC.					318
V5-00298	1	FOR BACKWASH AT RIVER	480.00	501-4-44000-6007	Expenditure		12 1
				REPAIR & MAINT. SUPPLIES			
V5-00299	1	FOR WETWELL BACKWASH	1,188.70	501-4-44000-6007	Expenditure		13 1
				REPAIR & MAINT. SUPPLIES			
			<u>1,668.70</u>				
6415	11/08/24	FRIEN010 FRIENDS CATERING, LLC					318
V5-00285	1	CATERING	100.00	100-4-12420-5000	Expenditure		4 1
				MISC EXP			
6416	11/08/24	GREGO005 GREGORYS GENERAL AUTO REPAIR					318
V5-00284	1	OIL - TAHOE	86.50	100-4-31100-6009	Expenditure		3 1
				VEHICLE/POWER EQUIPMENT SUPPLIES			
6417	11/08/24	HILLH005 HILL HARDWARE CORPORATION					318
V5-00303	1	OCTOBER STATEMETN	7.99	501-4-44000-6007	Expenditure		16 1
				REPAIR & MAINT. SUPPLIES			
V5-00303	2	OCTOBER STATEMETN	155.85	501-4-44000-6007	Expenditure		17 1
				REPAIR & MAINT. SUPPLIES			
V5-00303	3	OCTOBER STATEMETN	5.31	100-4-43200-6009	Expenditure		18 1
				VEHICLE/POWER EQUIPMENT SUPPLIES			
V5-00303	4	OCTOBER STATEMETN	12.93	502-4-44000-6007	Expenditure		19 1
				REPAIR & MAINT. SUPPLIES-RUT. CRK.			

Check #	Check Date	Vendor	Amount Paid	Charge Account	Account Type	Reconciled/Void Contract	Ref Num	Ref Seq	Acct
PO #	Item	Description							
GENERAL FIRST NATION MAIN CHECKING Continued									
6417	HILL	HARDWARE CORPORATION	Continued						
V5-00303	5	OCTOBER STATEMETN	49.98	501-4-44000-6007	Expenditure		20	1	
				REPAIR & MAINT. SUPPLIES					
			<u>232.06</u>						
6418	11/08/24	MARKJ005 MARK JOHNSON							318
V5-00304	1	BOOTS OCT 2024	75.02	100-4-43200-6011	Expenditure		21	1	
				UNIFORMS					
6419	11/08/24	PACEA005 PACE ANALYTICAL SERVICES, INC.							318
V5-00279	1	2430566172	224.00	502-4-44000-3140	Expenditure		2	1	
				TESTING SERVICES					
V5-00286	1	2430565540	204.30	502-4-44000-3140	Expenditure		5	1	
				TESTING SERVICES					
V5-00295	1	2430564369	224.00	502-4-44000-3140	Expenditure		8	1	
				TESTING SERVICES					
V5-00296	1	2430565120	385.30	501-4-44000-3140	Expenditure		9	1	
				TESTING SERVICES					
			<u>1,037.60</u>						
6420	11/08/24	SANDS005 SANDS ANDERSON PC							318
V5-00278	1	SERVICES THRU 10/31	2,014.50	100-4-12110-3150	Expenditure		1	1	
				PROFESSIONAL SVCS					
6421	11/08/24	VERIZ005 VERIZON							318
V5-00302	1	10/25-11/24	39.99	100-4-43200-5230	Expenditure		15	1	
				TELECOMMUNICATION					
6422	11/15/24	BBTBA005 TRUIST BANK							320
V5-00319	1	UVA - ACCOUTING CERT PM	185.00	100-4-12420-5501	Expenditure		14	1	
				TRAVEL-MILEAGE/HOTEL/CONFERENCE					
V5-00319	2	USPA PM	2.31	100-4-12420-5210	Expenditure		15	1	
				POSTAGE					
V5-00319	3	BEREAVEMENT PM	150.00	100-4-12110-5000	Expenditure		16	1	
				CONTINGENCY REQUIREMENT					
V5-00319	4	WALMART RW	144.66	100-4-31100-6030	Expenditure		17	1	
				CRIME PREVENTION					
V5-00319	5	USPS RW	6.62	100-4-31100-5210	Expenditure		18	1	
				POSTAGE					
V5-00319	6	TRACTOR SUPPLY LR	106.33	100-4-31100-6003	Expenditure		19	1	
				CANINE SUPPLIES					
V5-00319	7	VA ASSOC COUNTIES SM	350.00	100-4-12110-5810	Expenditure		20	1	
				DUES & MEMBERSHIPS					
V5-00319	8	GAS SM	25.83	100-4-43200-6008	Expenditure		21	1	
				FUEL					
V5-00319	9	KEN HOTEL STAY SM	417.48	100-4-11010-5501	Expenditure		22	1	
				TRAVEL-MILAGE/HOTELS/CONFERENCE					
V5-00319	10	MAYOR TUGGLE HOTEL SM	615.47	100-4-11010-5501	Expenditure		23	1	
				TRAVEL-MILAGE/HOTELS/CONFERENCE					
V5-00319	11	SARA HOTEL STAY SM	374.48	100-4-12110-5501	Expenditure		24	1	
				TRAVEL-MILAGE/HOTEL/CONFERENCE					

Check #	Check Date	Vendor	Amount Paid	Charge Account	Account Type	Reconciled/Void Contract	Ref Num	Ref Seq	Num Acct
PO #	Item	Description							
GENERAL FIRST NATION MAIN CHECKING Continued									
6422	TRUIST BANK								
V5-00319	12	GAS SM	54.01	100-4-43200-6008	FUEL	Expenditure		25	1
V5-00319	13	OMNI - SARA	441.45	100-4-12110-5501	TRAVEL-MILAGE/HOTEL/CONFERENCE	Expenditure		26	1
V5-00319	14	ADOBE SM	12.99	100-4-12510-6002	I.T. SUPPLIES	Expenditure		27	1
V5-00319	15	ZOOM VH	50.40	100-4-12510-3150	I.T. SERVICES	Expenditure		28	1
V5-00319	16	LOWES GS	505.12	501-4-44000-6007	REPAIR & MAINT. SUPPLIES	Expenditure		29	1
V5-00319	17	PSI SERVICES GS	126.00	501-4-44000-5810	DUES & MEMBERSHIPS	Expenditure		30	1
V5-00319	18	WALMART GS	64.00	501-4-44000-6001	OFFICE SUPPLIES	Expenditure		31	1
V5-00319	19	WALMART GS	64.00	502-4-44000-6001	OFFICE SUPPLIES	Expenditure		32	1
V5-00319	20	FOOD LION GW	21.69	502-4-44000-6004	LAB SUPPLIES	Expenditure		33	1
V5-00319	21	DEPT OF PROF GW	100.00	501-4-44000-5810	DUES & MEMBERSHIPS	Expenditure		34	1
V5-00319	22	TRACIE AMAZON	148.80	100-4-12420-6001	OFFICE SUPPLIES	Expenditure		35	1
V5-00319	23	BEEN VERIFIEDTM	22.86	100-4-12420-3320	SERVICE CONTRACTS	Expenditure		36	1
V5-00319	24	USPS TM	6.62	100-4-12420-5210	POSTAGE	Expenditure		37	1
V5-00319	25	AMAZON TM	718.58	100-4-12510-6002	I.T. SUPPLIES	Expenditure		38	1
V5-00319	26	AMAZON - RYAN	219.00	100-4-31100-6010	POLICE SUPPLIES	Expenditure		39	1
V5-00319	27	FOODLION TM	42.11	100-4-43200-6005	JANITORIAL SUPPLIES	Expenditure		40	1
V5-00319	28	WASABI - TM	23.62	100-4-12420-3150	PROFESSIONAL SVCS	Expenditure		41	1
			<u>4,999.43</u>						
6423	11/15/24	CONSO005 CONSOLIDATED PIPE & SUPPLY							320
V5-00305	1	METERS	30,260.00	501-4-94000-8002	WATER TREATMENT PLANT IMPROVEMENTS	Expenditure		2	1
V5-00306	1	METERS	94,410.00	501-4-94000-8002	WATER TREATMENT PLANT IMPROVEMENTS	Expenditure		3	1
			<u>124,670.00</u>						
6424	11/15/24	DEPAR005 DEPARTMENT OF MOTOR VEHICLES							320
V5-00316	1	SEPT AND OCTOBER DMV	175.00	100-4-12420-3009	DMV STOPS	Expenditure		12	1
V5-00316	2	SEPT AND OCTOBER DMV	100.00	100-4-12420-3009	DMV STOPS	Expenditure		13	1
			<u>275.00</u>						

Check #	Check Date	Vendor	Amount Paid	Charge Account	Account Type	Reconciled/Void Contract	Ref Num	Ref Seq	Num Acct
PO #	Item	Description							
GENERAL FIRST NATION MAIN CHECKING Continued									
6425	11/15/24	FORTI005 FORTILINE, INC.							320
V5-00311	1	RIVER PUMP STATION	36.80	501-4-44000-6007	Expenditure		8		1
				REPAIR & MAINT. SUPPLIES					
6426	11/15/24	PACEA005 PACE ANALYTICAL SERVICES, INC.							320
V5-00308	1	2430567189	204.30	502-4-44000-3140	Expenditure		5		1
				TESTING SERVICES					
V5-00309	1	2430567527	224.00	502-4-44000-3140	Expenditure		6		1
				TESTING SERVICES					
			<u>428.30</u>						
6427	11/15/24	PETER005 PETERS MACHINE & WELDING							320
V5-00313	1	FLOW DEFLECTORS	233.40	501-4-44000-6007	Expenditure		9		1
				REPAIR & MAINT. SUPPLIES					
V5-00313	2	FLOW DEFLECTORS	116.60	502-4-44000-6007	Expenditure		10		1
				REPAIR & MAINT. SUPPLIES-RUT. CRK.					
			<u>350.00</u>						
6428	11/15/24	SUPPL005 THE SUPPLY ROOM							320
V5-00310	1	GARY - LABELS	66.64	501-4-44000-6001	Expenditure		7		1
				OFFICE SUPPLIES					
6429	11/15/24	TURNP005 TURNPIKE CONTROLS							320
V5-00307	1	WWTP DITCH CONTROL	2,020.01	502-4-44000-6007	Expenditure		4		1
				REPAIR & MAINT. SUPPLIES-RUT. CRK.					
6430	11/15/24	U-000018 LEWIS, MARGARET							320
25-00020	1	UTILITY REFUND Wtr Deposit	222.99	501-3-16080-0015	Revenue		1		1
				PREPAY UTILITIES					
6431	11/15/24	VERIZ005 VERIZON							320
V5-00315	1	10/2-11/01	200.89	502-4-44000-5230	Expenditure		11		1
				TELECOMMUNICATIONS					
6432	11/21/24	AMHER040 AMHERST SHERIFF OFFICE							322
V5-00320	1	APPLE FESTIVAL	743.96	100-4-31100-1100	Expenditure		1		1
				WAGES					
V5-00320	2	APPLE FESTIVAL	56.91	100-4-31100-2100	Expenditure		2		1
				FICA					
			<u>800.87</u>						
6433	11/21/24	AMHER055 AMHERST COUNTY							322
V5-00343	1	BUILDING INSPECTION	33.02	100-4-43200-6007	Expenditure		22		1
				REPAIR & MAINT. SUPPLIES					
6434	11/21/24	APPAL005 APPALACHIAN POWER							322
V5-00321	1	ELEC TO 11/15/2024	511.24	100-4-43200-5100	Expenditure		3		1
				ELECTRIC					
V5-00321	2	ELEC TO 11/15/2024	5,099.12	501-4-44000-5100	Expenditure		4		1
				ELECTRICAL SVCS					
V5-00321	3	ELEC TO 11/15/2024	5,353.83	502-4-44000-5100	Expenditure		5		1
				ELECTRICAL SVCS-RUT CRK					

Check #	Check Date	Vendor	Amount Paid	Charge Account	Account Type	Reconciled/Void Contract	Ref Num	Ref Seq	Num Acct
PO #	Item	Description							
GENERAL FIRST NATION MAIN CHECKING Continued									
6434		APPALACHIAN POWER							
V5-00321	4	ELEC TO 11/15/2024	209.95	502-4-44000-5130	Expenditure		6	1	
				ELECTRICAL SVCS-PUMP STATION					
V5-00321	5	ELEC TO 11/15/2024	113.91	100-4-41320-5100	Expenditure		7	1	
				STREETLIGHTS					
V5-00321	6	ELEC TO 11/15/2024	30.41	701-4-81500-5100	Expenditure		8	1	
				ELECTRICAL SERV.					
			<u>11,318.46</u>						
6435	11/21/24	DISCO005 DISCOUNT PORTABLE RESTROOMS							322
V5-00337	1	RESTROOM	100.00	100-4-43200-6007	Expenditure		17	1	
				REPAIR & MAINT. SUPPLIES					
6436	11/21/24	GFLN005 GFL ENVIRONMENTAL							322
V5-00340	1	11/1-11/30/2024	11,092.00	514-4-43200-3160	Expenditure		18	1	
				COLLECTION IN-TOWN					
V5-00340	2	11/1-11/30/2024	1,541.08	514-4-43200-3170	Expenditure		19	1	
				COLLECTION OUT OF TOWN					
			<u>12,633.08</u>						
6437	11/21/24	GREGO005 GREGORYS GENERAL AUTO REPAIR							322
V5-00334	1	2014 EXPLORER - MAINT	84.50	100-4-43200-6009	Expenditure		14	1	
				VEHICLE/POWER EQUIPMENT SUPPLIES					
6438	11/21/24	HARRI010 HARRISONBURG CONSTRUCTION CO.							322
V5-00327	1	FINAL DRAW	114,385.00	100-4-43200-8005	Expenditure		11	1	
				EQUIPMENT/VEHICLES					
6439	11/21/24	IHMCB005 I.H. MCBRIDE SIGN COMPANY							322
V5-00341	1	CHRISTMAS SIGN	800.00	100-4-12110-5000	Expenditure		20	1	
				CONTINGENCY REQUIREMENT					
6440	11/21/24	NELSO005 NELSON COUNTY HIGH SCHOOL							322
V5-00322	1	TECH CLUB DONATION	2,000.00	100-4-12510-5610	Expenditure		9	1	
				TECH CLUB DONATION					
6441	11/21/24	PACEA005 PACE ANALYTICAL SERVICES, INC.							322
V5-00325	1	2430568931	58.20	501-4-44000-3140	Expenditure		10	1	
				TESTING SERVICES					
V5-00330	1	2430568313	204.30	502-4-44000-3140	Expenditure		12	1	
				TESTING SERVICES					
			<u>262.50</u>						
6442	11/21/24	RAMSE005 RAMSEY & SON LUMBER CORP							322
V5-00331	1	2 BUCKETS MULCH	160.00	100-4-43200-6013	Expenditure		13	1	
				AG SUPPLIES					
6443	11/21/24	SUPL005 THE SUPPLY ROOM							322
V5-00335	1	TOILET CLEANER	10.87	100-4-43200-6005	Expenditure		15	1	
				JANITORIAL SUPPLIES					

Check #	Check Date	Vendor	Amount Paid	Charge Account	Account Type	Reconciled/Void Contract	Ref Num	Ref Seq	Acct
PO #	Item	Description							
GENERAL FIRST NATION MAIN CHECKING Continued									
6443	THE SUPPLY ROOM	Continued							
V5-00336	1	SOAP	50.95	100-4-43200-6005	Expenditure		16	1	
				JANITORIAL SUPPLIES					
			<u>61.82</u>						
6444	11/21/24	VMDWA005 VA MUNICIPAL DRINKING WATER					322		
V5-00342	1	MEMBERSHIP FY 25	257.24	501-4-44000-5810	Expenditure		21	1	
				DUES & MEMBERSHIPS					
6445	11/26/24	AMERI005 AMERICAN FIDELITY ASSURANCE CO					324		
25-00022	1	NOV 24 DEDUCTION CHECKS	151.12	100-2-21500-0000	G/L		1	1	
				AMERICAN FIDELITY DISABILITY W/HOLDING					
25-00022	2	NOV 24 DEDUCTION CHECKS	24.22	100-2-21600-0000	G/L		2	1	
				CANCER W/HOLDING					
25-00022	3	NOV 24 DEDUCTION CHECKS	169.73	100-2-21950-0000	G/L		3	1	
				AMERICAN FIDELITY LIFE W/HOLDING					
25-00022	4	NOV 24 DEDUCTION CHECKS	57.84	501-2-21500-0000	G/L		4	1	
				AMERICAN FIDELITY DISABILITY W/HOLDING					
25-00022	5	NOV 24 DEDUCTION CHECKS	30.42	501-2-21600-0000	G/L		5	1	
				CANCER W/HOLDING					
25-00022	6	NOV 24 DEDUCTION CHECKS	57.84	502-2-21500-0000	G/L		6	1	
				AMERICAN DISABILITY W/HOLDING					
25-00022	7	NOV 24 DEDUCTION CHECKS	30.42	502-2-21600-0000	G/L		7	1	
				CANCER W/HOLDING					
25-00022	8	NOV 24 DEDUCTION CHECKS	65.71	502-2-21950-0000	G/L		8	1	
				AMERICAN FIDELITY LIFE W/HOLDING					
			<u>587.30</u>						
6446	11/26/24	FRIEN010 FRIENDS CATERING, LLC					324		
V5-00348	1	CHRISTMAS MEAL	620.00	100-4-12110-5000	Expenditure		16	1	
				CONTINGENCY REQUIREMENT					
6447	11/26/24	MINNE005 MINNESOTA LIFE					324		
25-00023	1	NOV 24 DEDUCTION CHECKS	0.44	501-2-21550-0000	G/L		9	1	
				OPT LIFE INS. W/HOLDING					
25-00023	2	NOV 24 DEDUCTION CHECKS	58.76	502-2-21550-0000	G/L		10	1	
				OPT LIFE INS. W/HOLDING					
			<u>59.20</u>						
6448	11/26/24	PACEA005 PACE ANALYTICAL SERVICES, INC.					324		
V5-00345	1	2430570041	204.30	502-4-44000-3140	Expenditure		13	1	
				TESTING SERVICES					
V5-00346	1	2430569891	224.00	502-4-44000-3140	Expenditure		14	1	
				TESTING SERVICES					
V5-00350	1	2430571081	224.00	502-4-44000-3140	Expenditure		17	1	
				TESTING SERVICES					
			<u>652.30</u>						
6449	11/26/24	POSTM005 POSTMASTER, AMHERST					324		
V5-00344	1	NOVEMBER UTILITY MAILING	342.41	501-4-12420-5210	Expenditure		11	1	
				POSTAGE					

Check #	Check Date	Vendor	Amount Paid	Charge Account	Account Type	Reconciled/Void Contract	Ref Num	Ref Seq	Acct
PO #	Item	Description							
GENERAL FIRST NATION MAIN CHECKING Continued									
6449		POSTMASTER, AMHERST							
V5-00344	2	NOVEMBER UTILITY MAILING	342.40	502-4-12420-5210	Expenditure		12	1	
				POSTAGE					
			<u>684.81</u>						
6450	11/26/24	TMOBI005 T-MOBILE							324
V5-00347	1	10/15/2024-11/14/2024	147.84	100-4-43200-5230	Expenditure		15	1	
				TELECOMMUNICATION					
Checking Account Totals									
			<u>Paid</u>	<u>Void</u>	<u>Amount Paid</u>	<u>Amount Void</u>			
		Checks:	42	0	287,869.94	0.00			
		Direct Deposit:	0	0	0.00	0.00			
		Total:	42	0	287,869.94	0.00			
GENERAL-ACH VENDOR ACH PAYMENTS									
103	11/08/24	ANTW005 BENCHMARK SYSTEMS, INC.			Direct Deposit				319
V5-00301	1	PROCARE 10/31/2024	458.25	100-4-12510-3150	Expenditure		12	1	
				I.T. SERVICES					
104	11/08/24	UNIVA005 UNIVAR			Direct Deposit				319
V5-00280	1	CHEMICALS	909.70	501-4-44000-6051	Expenditure		5	1	
				CHEMICALS					
105	11/08/24	WITME005 WITMER PUBLIC SAFETY GROUP			Direct Deposit				319
V5-00289	1	INV565657	115.00	100-4-31100-6011	Expenditure		11	1	
				UNIFORMS					
V5-00290	1	INV516918	99.00	100-4-31100-6011	Expenditure		10	1	
				UNIFORMS					
V5-00291	1	INV509095	41.55	100-4-31100-6011	Expenditure		9	1	
				UNIFORMS					
V5-00292	1	INV515006	65.50	100-4-31100-6011	Expenditure		8	1	
				UNIFORMS					
V5-00293	1	INV533596	288.00	100-4-31100-6011	Expenditure		7	1	
				UNIFORMS					
V5-00294	1	INV554647	91.00	100-4-31100-6011	Expenditure		6	1	
				UNIFORMS					
			<u>700.05</u>						
106	11/08/24	WWASS005 WW ASSOCIATES			Direct Deposit				319
V5-00281	1	SUNSET	2,500.00	501-4-94000-8003	Expenditure		1	1	
				SUNSET WATERLINE REPLACEMENT					
V5-00282	1	SCADA	6,250.00	502-4-94000-8002	Expenditure		2	1	
				WWTP CENTRIFUGE					
V5-00283	1	RETAINER	250.00	501-4-44000-3150	Expenditure		3	1	
				PROFESSIONAL SVCS					
V5-00283	2	RETAINER	250.00	502-4-44000-3150	Expenditure		4	1	
				PROFESSIONAL SVCS					
			<u>9,250.00</u>						
107	11/15/24	FISHE005 FISHER AUTO PARTS, INC			Direct Deposit				321
V5-00314	1	BATTERY	118.98	100-4-43200-6009	Expenditure		3	1	
				VEHICLE/POWER EQUIPMENT SUPPLIES					

Check #	Check Date	Vendor	Amount Paid	Charge Account	Account Type	Reconciled/Void Contract	Ref Num
PO #	Item	Description					Seq Acct
GENERAL-ACH VENDOR ACH PAYMENTS			Continued				
108	11/15/24	USABL005 USA BLUE BOOK		Direct Deposit			321
V5-00312	1	WORK GLOVES	21.56	501-4-44000-6007	Expenditure		4 1
				REPAIR & MAINT. SUPPLIES			
V5-00312	2	WORK GLOVES	21.56	502-4-44000-6007	Expenditure		5 1
				REPAIR & MAINT. SUPPLIES-RUT. CRK.			
V5-00312	3	WORK GLOVES	305.20	502-4-44000-6007	Expenditure		6 1
				REPAIR & MAINT. SUPPLIES-RUT. CRK.			
V5-00312	4	WORK GLOVES	26.97	502-4-44000-6007	Expenditure		7 1
				REPAIR & MAINT. SUPPLIES-RUT. CRK.			
			<u>375.29</u>				
109	11/15/24	WITME005 WITMER PUBLIC SAFETY GROUP		Direct Deposit			321
V5-00317	1	SHIPPING	15.74	100-4-31100-5210	Expenditure		1 1
				POSTAGE			
V5-00318	1	INV556537	176.00	100-4-31100-6011	Expenditure		2 1
				UNIFORMS			
			<u>191.74</u>				
110	11/21/24	CMCSU005 CMC SUPPLY, INC.		Direct Deposit			323
V5-00332	1	VALVE GATE	841.18	501-4-45000-6007	Expenditure		3 1
				REPAIR & MAINT. SUPPLIES			
V5-00333	1	BLUE POLY PIPE	70.14	501-4-45000-6007	Expenditure		2 1
				REPAIR & MAINT. SUPPLIES			
V5-00338	1	REPAIR CLAMP	277.89	501-4-45000-6007	Expenditure		1 1
				REPAIR & MAINT. SUPPLIES			
			<u>1,189.21</u>				
111	11/21/24	UNIVA005 UNIVAR		Direct Deposit			323
V5-00323	1	CHEMICALS	6,326.25	501-4-44000-6051	Expenditure		6 1
				CHEMICALS			
V5-00324	1	CHEMICALS	4,408.62	501-4-44000-6051	Expenditure		5 1
				CHEMICALS			
V5-00326	1	CHEMICALS	1,819.40	501-4-44000-6051	Expenditure		4 1
				CHEMICALS			
			<u>12,554.27</u>				
112	11/21/24	VUPS0005 VA UTILITY PROTECTION SERVICE		Direct Deposit			323
V5-00339	1	OCTOBER 811	29.90	501-4-45000-5130	Expenditure		7 1
				MISS UTILITY			
113	11/26/24	COBBT005 COBB TECHNOLOGIES		Direct Deposit			325
V5-00349	1	10/25/24-10/24/2025	1,243.74	100-4-12420-3320	Expenditure		1 1
				SERVICE CONTRACTS			

Checking Account Totals	Paid	Void	Amount Paid	Amount Void
Checks:	0	0	0.00	0.00
Direct Deposit:	11	0	27,021.13	0.00
Total:	11	0	27,021.13	0.00

Check #	Check Date	Vendor	Amount Paid	Charge Account	Reconciled/Void	Ref Num
PO #	Item	Description			Account Type	Contract Ref Seq Acct
GENERAL-ACH VENDOR ACH PAYMENTS						
Report Totals						
			<u>Paid</u>	<u>Void</u>	<u>Amount Paid</u>	<u>Amount Void</u>
		Checks:	42	0	287,869.94	0.00
		Direct Deposit:	<u>11</u>	<u>0</u>	<u>27,021.13</u>	<u>0.00</u>
		Total:	<u>53</u>	<u>0</u>	<u>314,891.07</u>	<u>0.00</u>

Totals by Year-Fund					
Fund Description	Fund	Expend Total	Revenue Total	G/L Total	Total
GENERAL FUND	5-100	132,706.62	0.00	345.07	133,051.69
WATER FUND	5-501	151,312.64	397.33	88.70	151,798.67
SEWER FUND	5-502	17,164.49	0.00	212.73	17,377.22
GARBAGE FUND	5-514	12,633.08	0.00	0.00	12,633.08
IDA FUND	5-701	30.41	0.00	0.00	30.41
Total of All Funds:		<u>313,847.24</u>	<u>397.33</u>	<u>646.50</u>	<u>314,891.07</u>

Totals by Fund					
Fund Description	Fund	Expend Total	Revenue Total	G/L Total	Total
GENERAL FUND	100	132,706.62	0.00	345.07	133,051.69
WATER FUND	501	151,312.64	397.33	88.70	151,798.67
SEWER FUND	502	17,164.49	0.00	212.73	17,377.22
GARBAGE FUND	514	12,633.08	0.00	0.00	12,633.08
IDA FUND	701	30.41	0.00	0.00	30.41
Total of All Funds:		<u>313,847.24</u>	<u>397.33</u>	<u>646.50</u>	<u>314,891.07</u>

Fund Description	Fund	Current	Prior Rcvd	Prior Open	Paid Prior	Fund Total
GENERAL FUND	5-100	132,706.62	0.00	0.00	0.00	132,706.62
WATER FUND	5-501	151,312.64	0.00	0.00	0.00	151,312.64
SEWER FUND	5-502	17,164.49	0.00	0.00	0.00	17,164.49
GARBAGE FUND	5-514	12,633.08	0.00	0.00	0.00	12,633.08
IDA FUND	5-701	30.41	0.00	0.00	0.00	30.41
Total of All Funds:		<u>313,847.24</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>313,847.24</u>

Town Manager Report to Council
 Status of Strategic Planning Initiatives

Goals and Strategies

<i>Goal #</i>	<i>Goals</i>	<i>Strategy #</i>	<i>Workshop Council Proposed Strategies - 2-year time frame</i>
1	Develop Recreational Facilities and Entertainment Venues	1.a	Define the purpose and events in Downtown, Evaluate Town Square Concept (sites, purpose, etc.), including investigation of purchase of land (10 acres on North Main-Presbyterian Church), car wash property, all options, addresses Parks and 2022 Vision Survey, Town Clock
		1.b	Community Relations Committee expand /create a broad group of people; main street businesses, all others
		1.c	Signage/Promotion/for Scotts Mill Park (passive park)
Actions Taken: <ul style="list-style-type: none"> • Staff proposed funding in the budget for land purchase. • Staff proposed additional funding for the First Responders event next year and secured donations for this year to have the biggest event thus far. • Signs have been installed at the park, and the name sign is ready for unveiling. • Bike racks have been purchased and installed at Town Hall and at the mini park. • Staff has begun research on Town clock options and exploring best option for location. • Planning Commission has held a public hearing and recommended approval of a Comprehensive Plan amendment to allow a conservation easement for the 22 acre park parcel. • The Planning Commission made a determination of substantial accord for the park property and has forwarded that to the Council for consideration. • Council declined the conservation easement. • The County has accepted the conservation easement and land donation for the Ambler property. • Staff is awaiting further direction from Council. • Maintenance staff has added swings and a “Free Little Library” (with the help of John Vanderveelde) to Old Mill Park. They have been happily used. • Staff met with the School Superintendent and staff to consider options for grant funding that would provide stream bank stabilization, possible creek access, and tree planting for Old Mill Park. 			
2	Promote Business and Economic Development	2.a	Update from EDA to promote industry at the Industrial Park
		2.b	Explore creation of one pad ready site and have ready by end of two years
		2.c	Evaluate business license tax/revenue
		2.d	Joint Goals and Strategies Meeting with EDA members (guidance on path forward for Economic Development in Town)
Actions Taken:			

- Staff has met with the new engineers to follow up on the grading plans. Staff has worked with the engineers to respond to DEQ comments. Staff has provided additional information related to existing stormwater facilities at Brockman. The revised plans will have phasing in place to allow the plans to be approved by DEQ. Staff has received comments on the second submission and will work with the engineering firm to have a resubmittal to DEQ. After three submittals, the contract has been completed and there are no sites that have approved plans. Staff presented options for the EDA’s consideration for next steps.
- Staff has been seeking additional information from other localities about business licenses and also reviewing the revenue stream for business licenses to give Council more information about this issue.
- The Town EDA met with the County EDA.
- Staff is working with a site selector for the location of a distribution center to be located at Brockman Park.
- Staff has proposed a change to the business license fee for Realtors in response to concerns about this tax, which Council has accepted.
- The EDA has met with the Amherst Mountain Biking Club and is going to consider a proposal from them for additional bike trail locations at Brockman Industrial Park. The AMBC does intend to retain the trails that are accessed from the WWTP, as they have already been constructed and are regularly used. The Mountain Biking Club is attending the EDA meeting on October 7 to review their proposal.
- The EDA recommends approval of the AMBC proposal, and public hearings have been set by the Planning Commission and Town Council to complete the substantial accord process and the lease process.

3	Revitalize Downtown Area		
		4.a	Investigate other towns on beautification and revitalization projects
		4.b	Investigate grants for underground lighting, new brick, trees, street lamps, greenery
		4.c	Coordinate with VDOT on sidewalk widening
		4.d	Evaluate tax incentives for beautification efforts
		4.e	See 2.d
		4.d	Explore parking space elimination to extend more public space

Action Taken:

- Staff has held an initial meeting with our VDOT Residency Engineer to discuss issues around having parking spaces eliminated and adding sidewalk space, as well as street trees.
- Staff met with a consultant who has worked on several VDOT/municipality projects for streetscape improvements.
- The PDC has added additional work on the walkability study to their 2024 work program.
- Staff is meeting with an engineering firm to receive a proposal for streetscaping and widening of sidewalk area in a selected area.
- Staff has begun work with a new engineering firm to get proposals for two streetscape proposals. One of these is to add landscaped medians in the center of Main Street in selected areas and the other is to create a “model block” downtown with enhanced streetscaping. Once the proposals are received, they will go to Council for appropriation and upon completion, can be used to solicit grant funds.
- The Mayor and Manager met with several VDOT staff members to review options for walkability improvements in Town.
- Staff has three options for additional proposals to the community and VDOT for improving walkability and appearance in the Town. Council requested that this be considered at a future work session.

- Staff anticipates responses from VDOT regarding our meeting with them on crosswalks and pedestrian improvements in the early fall.
- Staff is providing an update on VDOT’s proposed options for improvements for pedestrian access at the traffic circle and along Second Street.

4	Continuously Improve and Enhance Services		
		5.a	Support continuing education for employees
		5.b	Facility improvements identified in the CIP



NOVEMBER 2024 MONTHLY REPORT

CALLS FOR SERVICE	NUMBER
MOTORIST ASSIST	11
ALARM	7
PHONE COMPLAINT	117
BOLO	3
MISSING PERSON / RUNAWAY	1
LARCENY	1
PROBLEM WITH OTHERS	6
DOMESTIC VIOLENCE	
CHECK WELFARE	3
NOISE OR ANIMAL COMP.	3
TRAFFIC CRASH	11
FIRE / EMS CALLS	1
DEATH INVESTIGATION	
SUSPICIOUS PERSON	4
OTHER	30
CALLS AT AMBRIAR	3

OFFICER INITIATED	NUMBER
BUILDING CHECKS	33
BUSINESS VISIT	54
BUILDING SEARCH	
PROPERTY WALK AROUNDS	10
EXTRA PATROLS / PARKS	93
SEARCH WARRANT	
TRAFFIC SUMMONS	5
WARRANT SERVICE	4
WARRANTS OBTAINED	
PARKING TICKETS	
MISD. INVESTIGATION	1
FELONY INVESTIGATION	1
NARCOTICS INVESTIGATION	
TOWN INITIATED K9 DEPLOYMENT	
IN TOWN COMMUNITY POLICING	2
CITIZEN CONTACT	165

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

TRAFFIC STOPS TICKETED	NUMBER
SPEEDING	
EQUIPMENT VIOLATION	
RECKLESS DRIVING	
SUSPENDED LICENSE	
INSPECTION/REGISTRATION	
SEAT BELT / TEXTING	
ALL OTHER VIOLATIONS	5

OTHER	NUMBER
ASSIST OTHER OFFICER	3
ASSIST OTHER AGENCY	9
COURT	3
REPORTS	11
CAREER DEVELOPMENT / IN-SERVICE	24
MEETINGS	5
TOWED / IMPOUNDED VEH	

ARREST	NUMBER
MISDEMEANOR	1
FELONY	1
EPO / PPO	4
ECO	
NARCOTICS VIOLATION	
DUI / DUID	
DRUNK IN PUBLIC	



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 NOVEMBER 2024 ACTIVITIES:

242 Calls for service.

11/1/2024- Chief Watts followed up with an inoperable vehicle complaint on Washington St. Residents complied.

11/12/2024- Chief Watts served a notice on Quick-e and the Filling Station for illegal skill games machines.

11/13/2024- Chief Watts attended the Council Meeting.

Christmas Parade preparations.

Officers covered multiple extra shifts due to staffing shortages.

The annual Toy Drive has started. This year includes the Amherst County Sheriff's Department.

All Officers performed qualifications.

Chief Watts completed 17 hours of in-service training.



AFTER HOURS CALLS

11/08/2024	Suspicious Vehicle	Ambriar Plaza	Disregarded
11/14/2024	Miscellaneous	Dulwich Drive	Advice
11/17/2024	Miscellaneous	Dulwich Drive	Advice
11/18/2024	Alarm	South Main	Disregarded
11/21/2024	Welfare Check	Dulwich Drive	Advice
11/22/2024 X2	Miscellaneous	Dulwich Drive	Advice
11/23/2024	Miscellaneous	Dulwich Drive	Advice
11/25/2024 X2	Miscellaneous	Dulwich Drive	Advice

ASSIST COUNTY CALLS

11/20/2024- Chief Watts assisted the County with a juvenile with a stolen car located in the Town.



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: December 4, 2024
Re: November 2024 Monthly Report

Utilities:

- November 2024 utility billing total was \$190,807.09. Please remember this month was an estimate read.
- There were two disconnects for November 2024.
- Six new account set-ups.
- Our online payment system now has a feature for customers to set up Auto-Pay. Notices were put on the monthly utility bills as well as advertised on the Town's Facebook page. Patty has also personally sat down with a customer to walk them through how to set this up. She is happy to help anyone else that would want to come into the office.
- Our Automated Meter Reading project has is over 50% complete at this time. We have ran into the issue of running out of meters that were in stock, which has slowed down the progress of the project.

Accounts Payable:

- The total amount of checks cut for August bills, including payroll deductions was \$313,847.24. The majority of this amount is contributed to water and sewer expense.
- Please see attached report for full check listing.

Meals and Beverage Tax:

- 16 Businesses paid \$68,767.89 in Meals and Beverage Tax for the month of October 2024.

Revenue and Expense Report:

- The attached report shows revenue and expense totals through November 2024.

Vehicle License Tax:

- Vehicle License Tax bills were mailed out on October 11, 2024. Payments were due by December 5th. If anyone does not receive a bill and knows they should, please call Town Hall and let us know. Citizens are responsible for payment regardless of receiving a bill in the mail.

Revenue Account Range: First to zzz-z-zzzzzz-zzzz **Include Non-Anticipated: Yes** **Year To Date As Of: 11/30/24**
 Expend Account Range: First to zzz-z-zzzzzz-zzzz **Include Non-Budget: Yes** **Current Period: 11/01/24 to 11/30/24**
 Print Zero YTD Activity: No **Prior Year: 11/01/23 to 11/30/23**

Revenue Account	Description	Prior Yr Rev	Anticipated	Curr Rev	YTD Rev	Excess/Deficit	% Real
100-3-11030-0001	PERSONAL PROPERTY TAX-CURRENT	25.00-	0.00	0.00	675.00	675.00	0
100-3-11030-0002	PERSONAL PROPERTY TAX-DELINQUENT	0.00	0.00	0.00	0.66	0.66	0
11030 Total		25.00-	0.00	0.00	675.66	675.66	0
100-3-11060-0002	INTEREST ON DEL TAXES	26.68	0.00	29.41	145.08	145.08	0
100-3-12010-0001	LOCAL SALES & USE TAX	16,497.29	168,000.00	13,749.91	71,996.33	96,003.67-	43
100-3-12020-0001	CONSUMER UTILITY TAX-GAS, ELEC	2,065.97	25,000.00	2,102.56	10,894.25	14,105.75-	44
100-3-12020-0002	ELECTRIC CONSUMPTION TAX	847.22	15,000.00	1,084.20	5,659.48	9,340.52-	38
12020 Total		2,913.19	40,000.00	3,186.76	16,553.73	23,446.27-	41
100-3-12030-0006	BUSINESS LICENSE TAX	323.33	180,000.00	234.05	10,695.19	169,304.81-	6
100-3-12030-0007	BUSINESS LIC TAX-INTEREST & PEN	64.08	4,000.00	0.00	2,753.19	1,246.81-	69
12030 Total		387.41	184,000.00	234.05	13,448.38	170,551.62-	7
100-3-12050-0001	MOTOR VEHICLE LICENSES	625.00-	42,000.00	186.00-	42,488.00	488.00	101
100-3-12050-0002	MOTOR VEHICLE LICENSES PENALTIES/INTE	28.64	500.00	45.60	234.71	265.29-	47
12050 Total		596.36-	42,500.00	140.40-	42,722.71	222.71	100
100-3-12060-0001	BANK STOCK FEE	0.00	65,000.00	0.00	0.00	65,000.00-	0
100-3-12080-0001	CIGARETTE TAX	9,000.00	30,000.00	0.00	21,000.00	9,000.00-	70

Town of Amherst
Statement of Revenue and Expenditures

12/06/2024
11:00 AM

Revenue Account	Description	Prior Yr Rev	Anticipated	Curr Rev	YTD Rev	Excess/Deficit	% Real
100-3-12100-0001	LODGING TAX	2,722.90	20,000.00	2,405.12	7,942.41	12,057.59-	40
100-3-12110-0001	MEALS TAX	68,182.15	760,000.00	69,258.83	324,754.99	435,245.01-	43
100-3-12110-0002	MEALS TAX-PEN & INTEREST	0.00	600.00	126.54	736.61	136.61	123
	12110 Total	68,182.15	760,600.00	69,385.37	325,491.60	435,108.40-	42
100-3-13030-0007	ZONING PERMITS	200.00	0.00	0.00	600.00	600.00	0
100-3-14010-0001	FINES & FORFEITURES	1,028.44	12,000.00	1,132.40	3,287.79	8,712.21-	27
100-3-15010-0001	INTEREST ON BANK DEPOSITS	6,709.72	60,000.00	0.00	14,285.68	45,714.32-	24
100-3-15010-0002	INTEREST ON INVESTMENTS	10,644.31	96,000.00	0.00	40,025.47	55,974.53-	42
100-3-15010-0003	VIP UNREALIZED GAIN/LOSS	19,796.51	20,000.00	0.00	47,366.81	27,366.81	237
	15010 Total	37,150.54	176,000.00	0.00	101,677.96	74,322.04-	57
100-3-15020-0005	TOWER LEASE	904.93	10,859.16	904.93	4,524.65	6,334.51-	42
100-3-16030-0001	POLICE SECURITY	215.30	5,000.00	0.00	0.00	5,000.00-	0
100-3-16150-0003	SALE OF BANNERS	0.00	0.00	0.00	500.00	500.00	0
100-3-18030-0001	REFUNDS	122.51-	5,544.00	1,038.00	2,415.46	3,128.54-	44
100-3-18030-0005	RETURNED CHECK FEE	100.00	500.00	50.00	500.00	0.00	100
100-3-18030-0006	ACCIDENT REPORTS	20.00	300.00	30.00	95.00	205.00-	32
100-3-18030-0007	MISC REV	50.00	0.00	0.00	13,957.05	13,957.05	0
100-3-18030-0008	COLLECTION FEE	93.69	2,000.00	10.80	198.35	1,801.65-	10
	18030 Total	141.18	8,344.00	1,128.80	17,165.86	8,821.86	205

Town of Amherst
Statement of Revenue and Expenditures

Revenue Account	Description	Prior Yr Rev	Anticipated	Curr Rev	YTD Rev	Excess/Deficit	% Real
100-3-18990-0003	DONATIONS-POLICE	1,064.00	0.00	0.00	68.00	68.00	0
100-3-18990-0005	SALE OF SALVAGE/SURPLUS PROPERTY	0.00	0.00	0.00	1,559.15	1,559.15	0
	18990 Total	1,064.00	0.00	0.00	1,627.15	1,627.15	0
100-3-19020-0005	DMV STOP FEES	80.10	2,000.00	306.08	999.01	1,000.99-	50
100-3-22010-0007	ROLLING STOCK TAX	0.00	2,600.00	0.00	2,879.17	279.17	111
100-3-22010-0009	PERSONAL PROPERTY TAX RELIEF	0.00	17,455.92	0.00	17,455.92	0.00	100
100-3-22010-0010	RENTAL TAX	177.53	2,200.00	173.32	869.89	1,330.11-	40
100-3-22010-0030	COMMUNICATION TAX FROM STATE	5,757.98	66,000.00	5,535.82	21,622.57	44,377.43-	33
	22010 Total	5,935.51	88,255.92	5,709.14	42,827.55	45,428.37-	48
100-3-24010-0001	DCJS GRANTS	0.00	0.00	0.00	3,769.19	3,769.19	0
100-3-24010-0003	STATE POLICE AID	0.00	64,664.00	17,612.00	35,224.00	29,440.00-	54
	24010 Total	0.00	64,664.00	17,612.00	38,993.19	25,670.81-	60
100-3-24020-0001	FIRE PROGRAM GRANT	0.00	15,000.00	0.00	0.00	15,000.00-	0
100-3-33010-0009	DCJS FEDERAL JUSTICE FUNDS	0.00	0.00	0.00	3,342.00	3,342.00	0
100-3-33030-0003	ARPA FUNDS	71,819.10	0.00	0.00	0.00	0.00	0
100-3-41020-0001	SALE OF LAND/VEHICLES/BUILDINGS	100.00	0.00	100.00	500.00	500.00	0
100-3-42000-0000	RESERVE	0.00	11,274.73	0.00	0.00	11,274.73-	0
	GENERAL FUND Revenue Totals	217,747.36	1,703,497.81	115,743.57	716,021.06	987,476.75-	42

Town of Amherst
Statement of Revenue and Expenditures

Expenditure Account	Description	Prior Yr Expd	Budgeted	Current Expd	YTD Expended	Unexpended	% Expd
100-4-11010-0000	TOWN COUNCIL	0.00	0.00	0.00	0.00	0.00	0
100-4-11010-1100	WAGES	950.00	11,400.00	875.00	4,675.00	6,725.00	41
100-4-11010-2100	FICA	72.70	872.10	66.96	357.76	514.34	41
100-4-11010-5501	TRAVEL-MILAGE/HOTELS/CONFERENCE	0.00	6,000.00	1,032.95	1,615.75	4,384.25	27

Town of Amherst
Statement of Revenue and Expenditures

Expenditure Account	Description	Prior Yr Expd	Budgeted	Current Expd	YTD Expended	Unexpended	% Expd
100-4-12110-0000	TOWN MANAGER	0.00	0.00	0.00	0.00	0.00	0
100-4-12110-1100	WAGES	4,006.47	45,449.80	4,451.57	24,899.82	20,549.98	55
100-4-12110-1300	PT WAGES	3,172.74	43,627.09	3,355.52	18,363.97	25,263.12	42
100-4-12110-2100	FICA	557.43	6,814.38	606.33	3,355.63	3,458.75	49
100-4-12110-2200	VRS	868.76	10,921.59	1,190.44	6,032.15	4,889.44	55
100-4-12110-2300	HEALTH INSURANCE	663.05	6,390.38	725.52	3,627.90	2,762.48	57
100-4-12110-2400	GROUP LIFE INSURANCE	58.33	536.31	57.60	286.44	249.87	53
100-4-12110-2500	STD/LONG-TERM DISABILITY	48.16	239.97	0.00	101.88	138.09	42
100-4-12110-2600	UNEMPLOYMENT INSURANCE	0.00	20.00	0.00	0.00	20.00	0
100-4-12110-2700	WORKER'S COMP	0.00	131.80	0.00	0.00	131.80	0
100-4-12110-3150	PROFESSIONAL SVCS	197.88	4,000.00	2,014.50	11,282.98	7,282.98-	282
100-4-12110-3600	ADVERTISING	0.00	2,500.00	0.00	193.91	2,306.09	8
100-4-12110-5000	CONTINGENCY REQUIREMENT	163.13	51,000.00	1,570.00	8,300.75	42,699.25	16
100-4-12110-5210	POSTAGE	0.00	400.00	0.00	44.48	355.52	11
100-4-12110-5230	TELECOMMUNICATIONS	45.00	1,080.00	90.00	450.00	630.00	42
100-4-12110-5307	CRIME & CYBER INSURANCE	0.00	2,225.00	0.00	0.00	2,225.00	0
100-4-12110-5501	TRAVEL-MILAGE/HOTEL/CONFERENCE	1,564.83	3,500.00	815.93	1,933.57	1,566.43	55
100-4-12110-5810	DUES & MEMBERSHIPS	0.00	2,500.00	350.00	375.00	2,125.00	15

Town of Amherst
Statement of Revenue and Expenditures

Expenditure Account	Description	Prior Yr Expd	Budgeted	Current Expd	YTD Expended	Unexpended	% Expd
100-4-12210-3150	TOWN ATTORNEY	0.00	28,274.75	0.00	6,111.17	22,163.58	22

Town of Amherst
Statement of Revenue and Expenditures

Expenditure Account	Description	Prior Yr Expd	Budgeted	Current Expd	YTD Expended	Unexpended	% Expd
100-4-12240-3150	INDEPENDENT AUDITOR	0.00	20,000.00	0.00	0.00	20,000.00	0

Town of Amherst
Statement of Revenue and Expenditures

Expenditure Account	Description	Prior Yr Expd	Budgeted	Current Expd	YTD Expended	Unexpended	% Expd
100-4-12420-0000	FINANCE DEPARTMENT	0.00	0.00	0.00	0.00	0.00	0
100-4-12420-1100	WAGES	3,949.43	54,869.29	4,370.22	24,014.09	30,855.20	44
100-4-12420-1300	PT WAGES	307.11	5,376.13	265.89	1,885.28	3,490.85	35
100-4-12420-2100	FICA	355.94	4,608.77	383.72	2,130.66	2,478.11	46
100-4-12420-2200	VRS	830.41	11,634.26	1,123.08	5,603.44	6,030.82	48
100-4-12420-2300	HEALTH INSURANCE	1,539.88	10,819.12	1,399.44	6,997.19	3,821.93	65
100-4-12420-2400	GROUP LIFE INSURANCE	65.74	647.46	63.67	318.05	329.41	49
100-4-12420-2500	HYBRID DISABILITY	8.80	55.76	0.00	18.60	37.16	33
100-4-12420-2600	UNEMPLOYMENT INSURANCE	0.00	32.00	0.00	0.00	32.00	0
100-4-12420-2700	WORKER'S COMP	0.00	112.99	0.00	0.00	112.99	0
100-4-12420-3009	DMV STOPS	175.00	2,000.00	275.00	600.00	1,400.00	30
100-4-12420-3150	PROFESSIONAL SVCS	0.00	3,800.00	23.62	23.62	3,776.38	1
100-4-12420-3160	BANKING SERVICE CHARGES	250.06	100.00	0.00	320.64	220.64	321
100-4-12420-3170	VIP MANAGEMENT FEE	0.00	3,500.00	0.00	770.90	2,729.10	22
100-4-12420-3320	SERVICE CONTRACTS	0.00	4,600.00	1,266.60	4,474.93	125.07	97
100-4-12420-3600	ADVERTISING	0.00	200.00	0.00	174.96	25.04	87
100-4-12420-5000	MISC EXP	850.00	0.00	100.00	100.00	100.00	0
100-4-12420-5210	POSTAGE	1,320.00	3,000.00	8.93	1,112.73	1,887.27	37
100-4-12420-5230	TELECOMMUNICATIONS	90.00	1,080.00	90.00	450.00	630.00	42
100-4-12420-5400	TUITION REIMBURSEMENT	0.00	1,200.00	0.00	0.00	1,200.00	0
100-4-12420-5501	TRAVEL-MILEAGE/HOTEL/CONFERENCE	236.48	3,000.00	185.00	1,001.29	1,998.71	33
100-4-12420-5810	DUES & MEMBERSHIPS	0.00	520.00	0.00	235.00	285.00	45
100-4-12420-6001	OFFICE SUPPLIES	347.69	4,000.00	148.80	683.47	3,316.53	17

Town of Amherst
Statement of Revenue and Expenditures

Expenditure Account	Description	Prior Yr Expd	Budgeted	Current Expd	YTD Expended	Unexpended	% Expd
100-4-12510-0000	INFORMATION TECHNOLOGY	0.00	0.00	0.00	0.00	0.00	0
100-4-12510-3150	I.T. SERVICES	54.47	15,000.00	508.65	4,408.99	10,591.01	29
100-4-12510-3340	WEBSITE MAINTENANCE	0.00	1,000.00	0.00	450.00	550.00	45
100-4-12510-5600	MICROSOFT OFFICE SERVICE	969.50	10,000.00	0.00	2,464.00	7,536.00	25
100-4-12510-5610	TECH CLUB DONATION	0.00	2,000.00	2,000.00	2,000.00	0.00	100
100-4-12510-6002	I.T. SUPPLIES	11,382.91	5,000.00	731.57	1,899.58	3,100.42	38
100-4-12510-8001	I.T. EQUIPMENT	0.00	5,000.00	0.00	1,319.00	3,681.00	26

Town of Amherst
Statement of Revenue and Expenditures

Expenditure Account	Description	Prior Yr Expd	Budgeted	Current Expd	YTD Expended	Unexpended	% Expd
100-4-31100-0000	POLICE DEPARTMENT	0.00	0.00	0.00	0.00	0.00	0
100-4-31100-1100	WAGES	35,292.37	489,307.91	30,506.35	162,434.31	326,873.60	33
100-4-31100-1200	OVERTIME	0.00	9,667.19	1,084.02	5,357.11	4,310.08	55
100-4-31100-1300	PT WAGES	1,581.55	30,000.00	1,602.12	8,006.88	21,993.12	27
100-4-31100-1400	OTHER PAY/HOLIDAY	1,465.85	15,798.25	575.57	4,531.98	11,266.27	29
100-4-31100-1500	SECURITY WAGES	1,382.50	5,000.00	0.00	0.00	5,000.00	0
100-4-31100-2100	FICA	2,855.88	41,676.89	2,445.34	13,024.24	28,652.65	31
100-4-31100-2200	VRS	6,743.99	101,323.94	6,487.50	31,978.21	69,345.73	32
100-4-31100-2300	HEALTH INSURANCE	6,108.75	83,575.80	5,115.08	25,575.23	58,000.57	31
100-4-31100-2400	GROUP LIFE INSURANCE	511.63	5,773.83	371.72	1,825.83	3,948.00	32
100-4-31100-2500	STD/LONG-TERM DISABILITY	20.66	131.44	0.00	43.72	87.72	33
100-4-31100-2600	UNEMPLOYMENT INSURANCE	0.00	68.73	0.00	0.00	68.73	0
100-4-31100-2700	WORKER'S COMP	0.00	16,356.36	0.00	0.00	16,356.36	0
100-4-31100-2710	LODA INSURANCE	0.00	3,300.00	0.00	0.00	3,300.00	0
100-4-31100-3310	REPAIR & MAINT. SVCS	425.00	2,000.00	0.00	5.98	1,994.02	0
100-4-31100-3320	PROFESSIONAL SERVICES	0.00	8,000.00	0.00	3,375.00	4,625.00	42
100-4-31100-3400	CODE RED	0.00	2,700.00	0.00	0.00	2,700.00	0
100-4-31100-3600	ADVERTISING	0.00	1,200.00	0.00	206.56	993.44	17
100-4-31100-5210	POSTAGE	0.00	500.00	22.36	22.36	477.64	4
100-4-31100-5230	TELECOMMUNICATIONS	669.69	11,640.00	293.91	2,692.02	8,947.98	23
100-4-31100-5305	MOTOR VEHICLE INSURANCE	0.00	2,933.78	0.00	0.00	2,933.78	0
100-4-31100-5306	OTHER PROPERTY INSURANCE	0.00	534.96	0.00	0.00	534.96	0
100-4-31100-5501	TRAVEL-MILEAGE/CONFERENCE/HOTEL	782.17	8,000.00	0.00	763.70	7,236.30	10
100-4-31100-5700	EVENTS	0.00	15,000.00	0.00	702.66	14,297.34	5
100-4-31100-5800	FIRE RANGE FEES	26.95	3,000.00	0.00	80.85	2,919.15	3
100-4-31100-5801	ATTORNEY FEES	570.00	2,000.00	0.00	450.00	1,550.00	22
100-4-31100-5810	DUES & MEMBERSHIP	0.00	6,000.00	0.00	6,396.00	396.00-	107

Town of Amherst
Statement of Revenue and Expenditures

Expenditure Account	Description	Prior Yr Expd	Budgeted	Current Expd	YTD Expended	Unexpended	% Expd
100-4-31100-6001	OFFICE SUPPLIES	0.00	3,000.00	0.00	347.61	2,652.39	12
100-4-31100-6003	CANINE SUPPLIES	159.98	4,500.00	106.33	556.36	3,943.64	12
100-4-31100-6008	FUEL	1,456.37	20,000.00	0.00	5,871.82	14,128.18	29
100-4-31100-6009	VEHICLE/POWER EQUIPMENT SUPPLIES	666.16	9,000.00	86.50	591.15	8,408.85	7
100-4-31100-6010	POLICE SUPPLIES	0.00	20,000.00	219.00	10,496.19	9,503.81	52
100-4-31100-6011	UNIFORMS	1,009.18	4,000.00	897.89	1,791.86	2,208.14	45
100-4-31100-6030	CRIME PREVENTION	796.29	5,000.00	144.66	781.82	4,218.18	16
100-4-31100-6032	INVESTIGATION EXPENSE	22.99	3,000.00	0.00	129.29	2,870.71	4
100-4-31100-8005	VEHICLES/EQUIPMENT	5,771.40	70,000.00	0.00	68,249.29	1,750.71	98

Town of Amherst
Statement of Revenue and Expenditures

Expenditure Account	Description	Prior Yr Expd	Budgeted	Current Expd	YTD Expended	Unexpended	% Expd
100-4-32200-0000	CONTROL	0.00	0.00	0.00	0.00	0.00	0
100-4-32200-5600	FIRE DEPT CONTRIBUTIONS	0.00	15,000.00	0.00	0.00	15,000.00	0
100-4-32200-5701	FIRE PROGRAM GRANTS	0.00	15,000.00	0.00	0.00	15,000.00	0

Town of Amherst
Statement of Revenue and Expenditures

Expenditure Account	Description	Prior Yr Expd	Budgeted	Current Expd	YTD Expended	Unexpended	% Expd
100-4-41320-5100	STREETLIGHTS	2,774.56	34,135.00	2,673.83	10,855.18	23,279.82	32

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Statement of Revenue and Expenditures

Expenditure Account	Description	Prior Yr Expd	Budgeted	Current Expd	YTD Expended	Unexpended	% Expd
100-4-43200-0000	GENERAL MAINTENANCE	0.00	0.00	0.00	0.00	0.00	0
100-4-43200-1100	WAGES	4,362.89	45,631.89	2,322.56	11,428.95	34,202.94	25
100-4-43200-1300	PT WAGES	775.94	16,343.74	949.77	5,307.98	11,035.76	32
100-4-43200-1400	OTHER PAY/HOLIDAY	0.00	392.71	0.00	8.78	383.93	2
100-4-43200-2100	FICA	392.48	4,771.18	250.25	1,283.60	3,487.58	27
100-4-43200-2200	VRS	823.84	10,070.09	560.70	2,547.16	7,522.93	25
100-4-43200-2300	HEALTH INSURANCE	1,055.33	11,674.40	547.14	2,475.31	9,199.09	21
100-4-43200-2400	GROUP LIFE INSURANCE	65.19	538.46	32.19	146.18	392.28	27
100-4-43200-2500	HYBRID DISABILITY	0.00	105.88	0.00	0.00	105.88	0
100-4-43200-2600	UNEMPLOYMENT INSURANCE	0.00	64.00	0.00	0.00	64.00	0
100-4-43200-2700	WORKER'S COMP	0.00	849.24	0.00	0.00	849.24	0
100-4-43200-5100	ELECTRIC	591.06	10,350.00	511.24	3,448.84	6,901.16	33
100-4-43200-5110	HEATING SERVICES	489.99	4,000.00	0.00	0.00	4,000.00	0
100-4-43200-5120	WATER/SEWER	274.47	3,720.00	337.73	1,837.52	1,882.48	49
100-4-43200-5230	TELECOMMUNICATION	1,187.53	12,084.00	1,289.77	6,162.99	5,921.01	51
100-4-43200-5304	PROPERTY INSURANCE	0.00	384.01	0.00	0.00	384.01	0
100-4-43200-5305	MOTOR VEHICLE INSURANCE	0.00	1,162.05	0.00	0.00	1,162.05	0
100-4-43200-5306	OTHER PROPERTY INSURANCE	0.00	2,841.13	0.00	0.00	2,841.13	0
100-4-43200-5308	GENERAL LIABILITY INSURANCE	0.00	5,475.00	0.00	0.00	5,475.00	0
100-4-43200-5410	LEASE OF EQUIPMENT	0.00	10,000.00	0.00	0.00	10,000.00	0
100-4-43200-5501	TRAVEL-MILEAGE/CONFERENCE/HOTEL	0.00	4,000.00	0.00	555.00	3,445.00	14
100-4-43200-6001	OFFICE SUPPLIES	0.00	750.00	0.00	95.98	654.02	13
100-4-43200-6005	JANITORIAL SUPPLIES	39.30	3,000.00	103.93	594.11	2,405.89	20
100-4-43200-6007	REPAIR & MAINT. SUPPLIES	550.00	21,500.00	400.79	6,322.94	15,177.06	29
100-4-43200-6008	FUEL	641.39	20,000.00	79.84	3,923.87	16,076.13	20
100-4-43200-6009	VEHICLE/POWER EQUIPMENT SUPPLIES	63.00	24,000.00	208.79	2,937.11	21,062.89	12
100-4-43200-6011	UNIFORMS	0.00	3,000.00	75.02	75.02	2,924.98	2

Town of Amherst
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Expenditure Account	Description	Prior Yr Expd	Budgeted	Current Expd	YTD Expended	Unexpended	% Expd
100-4-43200-6012	CHRISTMAS DECORATIONS	2,911.02	4,000.00	0.00	0.00	4,000.00	0
100-4-43200-6013	AG SUPPLIES	105.00	2,500.00	160.00	160.00	2,340.00	6
100-4-43200-8005	EQUIPMENT/VEHICLES	0.00	0.00	114,385.00	148,552.00	148,552.00-	0

Town of Amherst
Statement of Revenue and Expenditures

Expenditure Account	Description	Prior Yr Expd	Budgeted	Current Expd	YTD Expended	Unexpended	% Expd
100-4-71300-5600	SECOND STAGE CONTRIBUTION	0.00	1,000.00	0.00	0.00	1,000.00	0

Town of Amherst
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Expenditure Account	Description	Prior Yr Expd	Budgeted	Current Expd	YTD Expended	Unexpended	% Expd
100-4-72100-5600	VILLAGE GARDEN CLUB CONTRI.	0.00	3,000.00	0.00	0.00	3,000.00	0

Town of Amherst
Statement of Revenue and Expenditures

Expenditure Account	Description	Prior Yr Expd	Budgeted	Current Expd	YTD Expended	Unexpended	% Expd
100-4-72200-5600	MUSEUM CONTRIBUTIONS	0.00	2,500.00	0.00	0.00	2,500.00	0

Town of Amherst
Statement of Revenue and Expenditures

Expenditure Account	Description	Prior Yr Expd	Budgeted	Current Expd	YTD Expended	Unexpended	% Expd
100-4-81100-0000	PLANNING/ZONING	0.00	0.00	0.00	0.00	0.00	0
100-4-81100-3600	ADVERTISING	0.00	800.00	0.00	139.63	660.37	17
100-4-81100-5210	POSTAGE	0.00	100.00	0.00	0.00	100.00	0
100-4-81100-5701	PLANNING GRANTS	0.00	0.00	0.00	1,227.00	1,227.00-	0
100-4-81100-5810	DUES/MEMBERSHIP	0.00	1,227.00	0.00	0.00	1,227.00	0

Town of Amherst
Statement of Revenue and Expenditures

Expenditure Account	Description	Prior Yr Expd	Budgeted	Current Expd	YTD Expended	Unexpended	% Expd
<u>100-4-83500-5600</u>	<u>NEIGHBORS HELPING NEIGHBORS CONTRIB</u>	<u>2,500.00</u>	<u>2,500.00</u>	<u>0.00</u>	<u>2,500.00</u>	<u>0.00</u>	<u>100</u>

Town of Amherst
Statement of Revenue and Expenditures

Expenditure Account	Description	Prior Yr Expd	Budgeted	Current Expd	YTD Expended	Unexpended	% Expd
GENERAL FUND Expenditure Totals		123,024.25	1,703,497.81	204,993.41	724,337.76	979,160.05	43
100 GENERAL FUND		Prior	Current	YTD			
	Revenues:	217,747.36	115,743.57	716,021.06			
	Expenditures:	123,024.25	204,993.41	724,337.76			
	Net Income:	94,723.11	89,249.84-	8,316.70-			

Town of Amherst
Statement of Revenue and Expenditures

Revenue Account	Description	Prior Yr Rev	Anticipated	Curr Rev	YTD Rev	Excess/Deficit	% Real
501-3-16080-0005	WATER IN-TOWN BASE CHARGES	23,229.89	258,869.76	22,722.54	113,884.91	144,984.85-	44
501-3-16080-0006	WATER OT BASE CHARGES	14,769.47	154,342.85	14,893.81	71,712.28	82,630.57-	46
501-3-16080-0007	WATER IN-TOWN USAGE CHARGE	36,980.67	392,788.62	31,613.03	169,333.31	223,455.31-	43
501-3-16080-0008	WATER OT USAGE CHARGES	24,736.69	256,224.77	24,030.85	115,051.80	141,172.97-	45
501-3-16080-0009	PENALTIES	3,238.88	35,000.00	1,690.26	12,461.42	22,538.58-	36
501-3-16080-0010	TRIP CHARGES	900.00	8,000.00	400.00	3,350.00	4,650.00-	42
501-3-16080-0011	DORMANT ACCT FEE	311.54	3,540.63	285.00	1,425.28	2,115.35-	40
501-3-16080-0012	FIRE SPRINKLERS	397.00	4,764.00	397.00	1,985.00	2,779.00-	42
501-3-16080-0013	AVAILABILITY FEE	0.00	5,000.00	0.00	1,373.23	3,626.77-	27
501-3-16080-0014	WATER CHARGES-SBC	8,025.00	96,300.00	8,025.00	40,727.20	55,572.80-	42
501-3-16080-0015	PREPAY UTILITIES	693.19-	0.00	222.99-	819.25-	819.25-	0
501-3-16080-0016	SBC WATER CAPITAL COSTS REIMB	2,185.60	26,227.20	2,185.60	10,928.00	15,299.20-	42
53	16080 Total	114,081.55	1,241,057.83	106,020.10	541,413.18	699,644.65-	43
501-3-33020-0001	ARPA FUNDS	0.00	1,487,000.00	0.00	0.00	1,487,000.00-	0
501-3-33020-0003	BUILD BACK BETTER FUNDS	0.00	0.00	0.00	69,000.00	69,000.00	0
	33020 Total	0.00	1,487,000.00	0.00	69,000.00	1,418,000.00-	4
501-3-41040-0006	TRANSFER FROM OTHR FUNDS	0.00	415,101.10	0.00	0.00	415,101.10-	0
501-3-41060-0007	DEPOSIT-UTILITY ACCTS	812.44	1,000.00	328.29-	547.12	452.88-	55
	WATER FUND Revenue Totals	114,893.99	3,144,158.93	105,691.81	610,960.30	2,533,198.63-	19

Town of Amherst
Statement of Revenue and Expenditures

Expenditure Account	Description	Prior Yr Expd	Budgeted	Current Expd	YTD Expended	Unexpended	% Expd
501-4-12110-0000	TOWN MANAGER	0.00	0.00	0.00	0.00	0.00	0
501-4-12110-1100	WAGES	3,559.18	61,355.59	3,764.68	20,602.99	40,752.60	34
501-4-12110-1300	PT WAGES	396.60	5,453.39	419.44	2,295.50	3,157.89	42
501-4-12110-2100	FICA	318.54	5,110.89	336.94	1,836.62	3,274.27	36
501-4-12110-2200	VRS	841.32	14,743.75	1,076.84	5,352.35	9,391.40	36
501-4-12110-2300	HEALTH INSURANCE	370.52	7,261.80	370.62	1,853.05	5,408.75	26
501-4-12110-2400	GROUP LIFE INSURANCE	51.40	724.00	47.90	238.18	485.82	33
501-4-12110-2500	STD/LONG-TERM DISABILITY	40.72	323.96	0.00	86.16	237.80	27

Town of Amherst
Statement of Revenue and Expenditures

Expenditure Account	Description	Prior Yr Expd	Budgeted	Current Expd	YTD Expended	Unexpended	% Expd
501-4-12420-0000	FINANCE DEPARTMENT	0.00	0.00	0.00	0.00	0.00	0
501-4-12420-1100	WAGES	2,971.36	42,815.36	3,368.24	18,482.05	24,333.31	43
501-4-12420-1300	PT WAGES	614.22	10,752.27	531.78	3,770.56	6,981.71	35
501-4-12420-2100	FICA	253.87	4,097.92	276.71	1,597.88	2,500.04	39
501-4-12420-2200	VRS	483.30	9,513.12	683.60	3,407.47	6,105.65	36
501-4-12420-2300	HEALTH INSURANCE	231.06	7,820.40	231.28	1,156.41	6,663.99	15
501-4-12420-2400	GROUP LIFE INSURANCE	38.26	505.22	38.52	192.07	313.15	38
501-4-12420-2500	HYBRID DISABILITY	17.20	109.09	0.00	36.40	72.69	33
501-4-12420-3160	BANKING SERVICE CHARGES	0.00	200.00	0.00	0.00	200.00	0
501-4-12420-3320	SUPPORT CONTRACTS	0.00	3,500.00	0.00	3,208.33	291.67	92
501-4-12420-5210	POSTAGE	311.94	4,000.00	342.41	1,710.99	2,289.01	43
501-4-12420-6001	OFFICE SUPPLIES	0.00	2,000.00	0.00	1,845.00	155.00	92

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Statement of Revenue and Expenditures

Expenditure Account	Description	Prior Yr Expd	Budgeted	Current Expd	YTD Expended	Unexpended	% Expd
501-4-44000-0000	WATER OPERATIONAL	0.00	0.00	0.00	0.00	0.00	0
501-4-44000-1100	WAGES	17,145.44	167,842.87	14,076.94	72,316.81	95,526.06	43
501-4-44000-1200	OVERTIME	13.94	0.00	0.00	1,472.71	1,472.71-	0
501-4-44000-1300	PT WAGES	1,902.60	30,209.05	1,426.00	10,768.18	19,440.87	36
501-4-44000-1400	OTHER/HOLIDAY	1,129.23	6,621.08	503.57	1,518.61	5,102.47	23
501-4-44000-2100	FICA	1,484.47	15,657.48	1,227.91	6,605.04	9,052.44	42
501-4-44000-2200	VRS	3,136.36	37,375.38	2,996.63	14,870.25	22,505.13	40
501-4-44000-2300	HEALTH INSURANCE	3,723.10	33,516.00	2,799.72	13,998.81	19,517.19	42
501-4-44000-2400	GROUP LIFE INSURANCE	248.22	1,980.55	168.12	836.04	1,144.51	42
501-4-44000-2500	LONG-TERM DISABILITY	52.32	440.09	0.00	151.24	288.85	34
501-4-44000-2600	UNEMPLOYMENT INSURANCE	0.00	32.00	0.00	0.00	32.00	0
501-4-44000-2700	WORKER'S COMP	0.00	4,105.22	0.00	0.00	4,105.22	0
501-4-44000-3140	TESTING SERVICES	481.00	31,000.00	443.50	1,476.80	29,523.20	5
501-4-44000-3150	PROFESSIONAL SVCS	250.00	3,200.00	250.00	1,250.00	1,950.00	39
501-4-44000-3310	REPAIR & MAINT. SVCS	0.00	10,000.00	0.00	3,250.00	6,750.00	32
501-4-44000-3600	ADVERTISING	0.00	2,000.00	0.00	0.00	2,000.00	0
501-4-44000-5100	ELECTRICAL SVCS	5,148.72	68,952.59	5,099.12	27,182.84	41,769.75	39
501-4-44000-5120	WATER & SEWER	407.58	104,400.00	8,640.42	26,599.55	77,800.45	25
501-4-44000-5210	POSTAGE	0.00	2,000.00	0.00	0.00	2,000.00	0
501-4-44000-5230	TELECOMMUNICATIONS	370.55	7,500.00	373.91	1,630.27	5,869.73	22
501-4-44000-5301	TRAVEL-MILEAGE/HOTEL/CONFERENCE	225.00	0.00	0.00	0.00	0.00	0
501-4-44000-5304	PROPERTY INSURANCE	0.00	2,215.50	0.00	0.00	2,215.50	0
501-4-44000-5305	MOTOR VEHICLE INSURANCE	0.00	372.00	0.00	0.00	372.00	0
501-4-44000-5501	TRAVEL-MILEAGE/HOTEL/CONFERENCE	0.00	3,000.00	0.00	175.00	2,825.00	6
501-4-44000-5600	PERMITS	0.00	7,000.00	0.00	3,833.33	3,166.67	55
501-4-44000-5810	DUES & MEMBERSHIPS	0.00	2,000.00	483.24	708.24	1,291.76	35
501-4-44000-6001	OFFICE SUPPLIES	0.00	2,000.00	130.64	154.52	1,845.48	8

Town of Amherst
Statement of Revenue and Expenditures

Expenditure Account	Description	Prior Yr Expd	Budgeted	Current Expd	YTD Expended	Unexpended	% Expd
501-4-44000-6004	LAB SUPPLIES	994.18	15,000.00	0.00	2,011.38	12,988.62	13
501-4-44000-6007	REPAIR & MAINT. SUPPLIES	12,539.15	20,000.00	2,710.65	8,755.26	11,244.74	44
501-4-44000-6008	FUEL/OIL	0.00	3,000.00	0.00	381.95	2,618.05	13
501-4-44000-6009	VEHICLE & EQUIP SUPPLIES	537.91	3,000.00	0.00	0.00	3,000.00	0
501-4-44000-6011	UNIFORMS	417.64	1,500.00	0.00	0.00	1,500.00	0
501-4-44000-6051	CHEMICALS	3,350.00	108,000.00	13,463.97	47,855.10	60,144.90	44
501-4-44000-8005	EQUIPMENT	0.00	15,000.00	0.00	60.48	14,939.52	0

Town of Amherst
Statement of Revenue and Expenditures

Expenditure Account	Description	Prior Yr Expd	Budgeted	Current Expd	YTD Expended	Unexpended	% Expd
501-4-45000-0000	WATER MAINTENANCE	0.00	0.00	0.00	0.00	0.00	0
501-4-45000-1100	WAGES	8,085.52	137,919.66	9,662.36	53,500.37	84,419.29	39
501-4-45000-1200	PT WAGES	0.00	791.17	0.00	43.88	747.29	6
501-4-45000-1300	PT WAGES	58.60	1,963.56	87.91	477.97	1,485.59	24
501-4-45000-2100	FICA	624.71	10,761.59	748.37	4,147.77	6,613.82	39
501-4-45000-2200	VRS	1,467.18	28,665.84	2,127.16	10,696.94	17,968.90	37
501-4-45000-2300	HEALTH INSURANCE	1,780.06	27,930.00	2,031.36	10,285.58	17,644.42	37
501-4-45000-2400	GROUP LIFE INSURANCE	116.14	1,627.45	122.28	614.93	1,012.52	38
501-4-45000-2500	HYBRID DISABILITY	0.00	52.90	0.00	0.00	52.90	0
501-4-45000-2700	WORKER'S COMP	0.00	6,031.12	0.00	0.00	6,031.12	0
501-4-45000-3310	REPAIR & MAINT. SVCS	0.00	1,000.00	0.00	0.00	1,000.00	0
501-4-45000-5130	MISS UTILITY	0.00	800.00	29.90	143.75	656.25	18
501-4-45000-5305	MOTOR VEHICLE INSURANCE	0.00	1,162.07	0.00	0.00	1,162.07	0
501-4-45000-5410	LEASE OF EQUIPMENT	0.00	5,000.00	0.00	0.00	5,000.00	0
501-4-45000-5501	TRAVEL-MILEAGE/CONFERENCE/HOTEL	0.00	2,000.00	0.00	0.00	2,000.00	0
501-4-45000-5810	DUES & MEMBERSHIP	0.00	200.00	0.00	0.00	200.00	0
501-4-45000-6007	REPAIR & MAINT. SUPPLIES	426.75	25,000.00	1,189.21	5,811.15	19,188.85	23
501-4-45000-8005	EQUIPMENT/VEHICLES	0.00	250,000.00	0.00	0.00	250,000.00	0

Town of Amherst
Statement of Revenue and Expenditures

Expenditure Account	Description	Prior Yr Expd	Budgeted	Current Expd	YTD Expended	Unexpended	% Expd
501-4-94000-0000	CONTROL	0.00	0.00	0.00	0.00	0.00	0
501-4-94000-8002	WATER TREATMENT PLANT IMPROVEMENTS	35,669.20	0.00	124,670.00	127,220.00	127,220.00-	0
501-4-94000-8003	SUNSET WATERLINE REPLACEMENT	10,350.00	1,300,000.00	2,500.00	5,000.00	1,295,000.00	0

Town of Amherst
Statement of Revenue and Expenditures

Expenditure Account	Description	Prior Yr Expd	Budgeted	Current Expd	YTD Expended	Unexpended	% Expd
501-4-95000-0000	DEBT SERVICE	0.00	0.00	0.00	0.00	0.00	0
501-4-95000-9000	60W W/L PRINCIPLE	0.00	17,722.64	0.00	0.00	17,722.64	0
501-4-95000-9001	60W W/L INTEREST	0.00	11,321.28	0.00	0.00	11,321.28	0
501-4-95000-9004	MAINSTREET W/L PRINCIPLE	0.00	81,938.15	0.00	0.00	81,938.15	0
501-4-95000-9005	MAINSTREET W/L INTEREST	0.00	41,013.53	0.00	0.00	41,013.53	0
501-4-95000-9006	STERLING BANK DEBT REFI PRIN	8,520.57	105,720.27	0.00	35,240.08	70,480.19	33
501-4-95000-9007	STERLING BANK DEBT REFI INTEREST	2,115.32	21,482.95	0.00	7,553.89	13,929.06	35
501-4-95000-9008	WATER PLANT UPGRADES PRINCIPLES	0.00	96,853.57	0.00	0.00	96,853.57	0
501-4-95000-9009	WATER PLANT UPGRADES INTEREST	0.00	77,994.61	0.00	0.00	77,994.61	0
WATER FUND Expenditure Totals		133,270.95	3,144,158.93	209,451.85	576,270.73	2,567,888.20	18

501 WATER FUND

	Prior	Current	YTD
Revenues:	114,893.99	105,691.81	610,960.30
Expenditures:	133,270.95	209,451.85	576,270.73
Net Income:	18,376.96-	103,760.04-	34,689.57

Town of Amherst
Statement of Revenue and Expenditures

Revenue Account	Description	Prior Yr Rev	Anticipated	Curr Rev	YTD Rev	Excess/Deficit	% Real
502-3-16080-0005	SEWER IN-TOWN BASE CHARGES	33,005.03	390,945.22	31,862.81	153,172.65	237,772.57-	39
502-3-16080-0006	SEWER OT BASE CHARGES	10,252.92	97,260.45	10,252.92	52,980.84	44,279.61-	54
502-3-16080-0007	SEWER IN-TOWN USAGE CHARGE	25,782.80	292,422.04	21,638.69	106,127.16	186,294.88-	36
502-3-16080-0008	SEWER OT USAGE CHARGE	8,291.61	79,168.59	8,282.02	42,862.03	36,306.56-	54
502-3-16080-0009	PENALTIES	2,645.94	25,000.00	2,055.19	12,796.51	12,203.49-	51
502-3-16080-0011	DORMANT ACCT FEE	478.54	5,353.58	420.00	2,090.93	3,262.65-	39
	16080 Total	80,456.84	890,149.88	74,511.63	370,030.12	520,119.76-	41
502-3-19020-0003	SBC-RUT. CREEK OPERATIONS	0.00	55,000.00	0.00	16,212.10	38,787.90-	29
502-3-19020-0004	SBC SEWER REHAB	0.00	11,172.00	0.00	2,793.00	8,379.00-	25
	19020 Total	0.00	66,172.00	0.00	19,005.10	47,166.90-	28
502-3-24040-0003	NUTRIENT CREDIT	0.00	400.00	0.00	1,405.60	1,005.60	351
502-3-42000-0000	RESERVE FUNDS	0.00	682,655.53	0.00	0.00	682,655.53-	0
	SEWER FUND Revenue Totals	80,456.84	1,639,377.41	74,511.63	390,440.82	1,248,936.59-	23

Town of Amherst
Statement of Revenue and Expenditures

Expenditure Account	Description	Prior Yr Expd	Budgeted	Current Expd	YTD Expended	Unexpended	% Expd
502-4-12110-0000	CONTROL	0.00	0.00	0.00	0.00	0.00	0
502-4-12110-1100	WAGES	2,669.38	36,705.65	2,823.52	15,452.26	21,253.39	42
502-4-12110-1300	PT WAGES	356.94	5,453.39	377.50	2,065.97	3,387.42	38
502-4-12110-2100	FICA	243.44	3,225.17	257.54	1,403.90	1,821.27	44
502-4-12110-2200	VRS	630.98	8,820.37	807.64	4,014.33	4,806.04	46
502-4-12110-2300	HEALTH INSURANCE	277.90	3,686.76	277.98	1,389.83	2,296.93	38
502-4-12110-2400	GROUP LIFE INSURANCE	38.56	433.13	35.92	178.62	254.51	41
502-4-12110-2500	STD/LONG-TERM DISABILITY	30.54	193.81	0.00	64.64	129.17	33

Town of Amherst
Statement of Revenue and Expenditures

Expenditure Account	Description	Prior Yr Expd	Budgeted	Current Expd	YTD Expended	Unexpended	% Expd
502-4-12420-0000	FINANCE DEPARTMENT	0.00	0.00	0.00	0.00	0.00	0
502-4-12420-1100	WAGES	2,431.00	35,042.28	2,767.33	15,191.41	19,850.87	43
502-4-12420-1300	PT WAGES	598.86	10,483.46	518.50	3,676.31	6,807.15	35
502-4-12420-2100	FICA	212.16	3,482.72	230.94	1,343.72	2,139.00	39
502-4-12420-2200	VRS	404.15	7,676.26	571.06	2,848.30	4,827.96	37
502-4-12420-2300	HEALTH INSURANCE	221.82	6,636.17	222.04	1,110.20	5,525.97	17
502-4-12420-2400	GROUP LIFE INSURANCE	31.98	413.50	32.31	161.17	252.33	39
502-4-12420-2500	HYBRID DISABILITY	11.46	0.00	0.00	24.28	24.28-	0
502-4-12420-3320	SERVICE CONTRACTS	0.00	3,500.00	0.00	3,208.34	291.66	92
502-4-12420-5210	POSTAGE	311.95	4,000.00	342.40	1,710.96	2,289.04	43
502-4-12420-6001	OFFICE SUPPLIES	0.00	2,000.00	0.00	1,845.00	155.00	92

Town of Amherst
Statement of Revenue and Expenditures

Expenditure Account	Description	Prior Yr Expd	Budgeted	Current Expd	YTD Expended	Unexpended	% Expd
502-4-44000-0000	SEWER OPERATIONAL	0.00	0.00	0.00	0.00	0.00	0
502-4-44000-1100	WAGES	9,528.32	202,634.89	15,907.85	87,026.90	115,607.99	43
502-4-44000-1200	OVERTIME	0.00	0.00	0.00	1,443.22	1,443.22-	0
502-4-44000-1400	OTHER/HOLIDAY	354.06	6,588.68	940.84	2,529.13	4,059.55	38
502-4-44000-2100	FICA	762.22	16,005.60	1,233.19	6,686.75	9,318.85	42
502-4-44000-2200	VRS	1,747.57	43,304.92	3,568.69	17,737.84	25,567.08	41
502-4-44000-2300	HEALTH INSURANCE	1,862.90	33,516.00	2,786.28	13,931.19	19,584.81	42
502-4-44000-2400	GROUP LIFE INSURANCE	138.34	2,391.09	202.80	1,008.43	1,382.66	42
502-4-44000-2500	LONG-TERM DISABILITY	40.52	257.06	0.00	85.72	171.34	33
502-4-44000-2700	WORKER'S COMP	0.00	3,762.31	0.00	0.00	3,762.31	0
502-4-44000-3120	SLUDGE & TRASH REMOVAL-RUT CRK.	0.00	105,000.00	0.00	31,787.95	73,212.05	30
502-4-44000-3140	TESTING SERVICES	2,366.40	53,655.29	1,937.20	13,128.30	40,526.99	24
502-4-44000-3150	PROFESSIONAL SVCS	250.00	3,000.00	250.00	1,250.00	1,750.00	42
502-4-44000-3310	REPAIR & MAINT. SVCS-RUT CRK	0.00	18,666.00	0.00	3,562.00	15,104.00	19
502-4-44000-3600	ADVERTISING	0.00	500.00	0.00	0.00	500.00	0
502-4-44000-5100	ELECTRICAL SVCS-RUT CRK	5,124.45	53,000.00	5,353.83	27,185.93	25,814.07	51
502-4-44000-5120	WATER, SEWER - RUT. CRK.	355.36	7,400.00	496.21	6,363.06	1,036.94	86
502-4-44000-5130	ELECTRICAL SVCS-PUMP STATION	104.76	2,370.00	209.95	611.40	1,758.60	26
502-4-44000-5140	WATER,SEWER-PUMP STATION	15.60	220.00	15.60	79.55	140.45	36
502-4-44000-5210	POSTAGE	0.00	250.00	0.00	0.00	250.00	0
502-4-44000-5230	TELECOMMUNICATIONS	575.64	5,796.00	579.74	2,607.34	3,188.66	45
502-4-44000-5304	PROPERTY INSURANCE	0.00	3,302.41	0.00	0.00	3,302.41	0
502-4-44000-5305	MOTOR VEHICLE INSURANCE	0.00	353.07	0.00	0.00	353.07	0
502-4-44000-5501	TRAVEL-MILEAGE/HOTEL/CONFERENCE	0.00	3,000.00	0.00	200.00	2,800.00	7
502-4-44000-5600	PERMITS	0.00	4,000.00	0.00	4,408.00	408.00-	110
502-4-44000-5810	DUES & MEMBERSHIPS	124.00	2,000.00	0.00	225.00	1,775.00	11
502-4-44000-6001	OFFICE SUPPLIES	0.00	2,000.00	64.00	64.00	1,936.00	3

Town of Amherst
Statement of Revenue and Expenditures

Expenditure Account	Description	Prior Yr Expd	Budgeted	Current Expd	YTD Expended	Unexpended	% Expd
502-4-44000-6004	LAB SUPPLIES	17.86	8,235.00	21.69	3,435.35	4,799.65	42
502-4-44000-6007	REPAIR & MAINT. SUPPLIES-RUT. CRK.	0.00	35,000.00	2,534.53	26,230.58	8,769.42	75
502-4-44000-6008	FUEL/OIL	389.86	3,000.00	0.00	866.57	2,133.43	29
502-4-44000-6009	VEHICLE & EQUIP SUPPLIES	120.62	3,000.00	0.00	212.93	2,787.07	7
502-4-44000-6011	UNIFORMS	48.00	2,000.00	0.00	0.00	2,000.00	0
502-4-44000-6051	CHEMICALS - RUT. CREEK	0.00	4,615.00	0.00	0.00	4,615.00	0
502-4-44000-8005	VEHICLES	0.00	15,000.00	0.00	60.47	14,939.53	0

Town of Amherst
Statement of Revenue and Expenditures

Expenditure Account	Description	Prior Yr Expd	Budgeted	Current Expd	YTD Expended	Unexpended	% Expd
502-4-45000-0000	SEWER MAINTENANCE	0.00	0.00	0.00	0.00	0.00	0
502-4-45000-1100	WAGES	8,085.52	137,518.60	9,662.36	53,500.37	84,018.23	39
502-4-45000-1300	PT WAGES	58.60	791.17	87.91	477.97	313.20	60
502-4-45000-1400	OTHER PAY/HOLIDAY	0.00	1,963.56	0.00	43.88	1,919.68	2
502-4-45000-2100	FICA	624.71	10,730.91	748.37	4,147.77	6,583.14	39
502-4-45000-2200	VRS	1,467.18	28,569.46	2,127.16	10,696.94	17,872.52	37
502-4-45000-2300	HEALTH INSURANCE	1,780.06	30,600.11	2,031.36	10,285.58	20,314.53	34
502-4-45000-2400	GROUP LIFE INSURANCE	116.14	1,622.72	122.28	614.93	1,007.79	38
502-4-45000-5305	MOTOR VEHICLE INSURANCE	0.00	1,162.05	0.00	0.00	1,162.05	0
502-4-45000-5410	LEASE OF EQUIPMENT	0.00	5,000.00	0.00	0.00	5,000.00	0
502-4-45000-6007	REPAIR & MAINT. SUPPLIES	0.00	10,000.00	0.00	1,676.64	8,323.36	17
502-4-45000-8005	EQUIPMENT/VEHICLES	0.00	250,000.00	0.00	0.00	250,000.00	0

Town of Amherst
Statement of Revenue and Expenditures

Expenditure Account	Description	Prior Yr Expd	Budgeted	Current Expd	YTD Expended	Unexpended	% Expd
502-4-94000-0000	CAPITAL PROJECTS	0.00	0.00	0.00	0.00	0.00	0
502-4-94000-8000	SLIPLINING PROJECT	0.00	0.00	0.00	113,850.00	113,850.00-	0
502-4-94000-8002	WWTP CENTRIFUGE	134,667.50	0.00	6,250.00	76,072.88	76,072.88-	0

Town of Amherst
Statement of Revenue and Expenditures

Expenditure Account	Description	Prior Yr Expd	Budgeted	Current Expd	YTD Expended	Unexpended	% Expd
502-4-95000-0000	DEBT SERVICE	0.00	0.00	0.00	0.00	0.00	0
502-4-95000-9002	STERLING BANK WWTP REFI PRIN	18,106.22	224,655.57	0.00	74,885.20	149,770.37	33
502-4-95000-9003	STERLING BANK WWTP REFI INTEREST	4,495.06	45,651.27	0.00	16,052.09	29,599.18	35
502-4-95000-9004	SEWER REHAB PRINCIPLE	5,762.36	71,110.29	5,844.51	29,398.92	41,711.37	41
502-4-95000-9005	SEWER REHAB INTEREST	3,865.64	44,425.71	3,783.49	18,741.08	25,684.63	42

Town of Amherst
Statement of Revenue and Expenditures

Expenditure Account	Description	Prior Yr Expd	Budgeted	Current Expd	YTD Expended	Unexpended	% Expd
SEWER FUND Expenditure Totals		211,426.59	1,639,377.41	76,024.52	718,861.10	920,516.31	44
502 SEWER FUND							
		Prior	Current	YTD			
	Revenues:	80,456.84	74,511.63	390,440.82			
	Expenditures:	211,426.59	76,024.52	718,861.10			
	Net Income:	130,969.75-	1,512.89-	328,420.28-			

Town of Amherst
Statement of Revenue and Expenditures

Revenue Account	Description	Prior Yr Rev	Anticipated	Curr Rev	YTD Rev	Excess/Deficit	% Real
514-3-16080-0005	GARBAGE IT CHARGES	11,728.74	146,975.00	12,366.87	61,870.61	85,104.39-	42
514-3-16080-0006	GARBAGE OT CHARGES	1,656.00	20,812.50	1,711.69	8,571.46	12,241.04-	41
514-3-16080-0009	PENALTIES	459.81	5,000.00	242.27	1,932.69	3,067.31-	39
	16080 Total	13,844.55	172,787.50	14,320.83	72,374.76	100,412.74-	41
	GARBAGE FUND Revenue Totals	13,844.55	172,787.50	14,320.83	72,374.76	100,412.74-	41

Town of Amherst
Statement of Revenue and Expenditures

Expenditure Account	Description	Prior Yr Expd	Budgeted	Current Expd	YTD Expended	Unexpended	% Expd
514-4-12110-0000	TOWN MANAGER	0.00	0.00	0.00	0.00	0.00	0
514-4-12110-1100	WAGES	266.92	3,670.57	282.34	1,545.20	2,125.37	42
514-4-12110-1300	PT WAGES	39.64	0.00	41.94	229.52	229.52-	0
514-4-12110-2100	FICA	24.66	280.80	26.08	142.17	138.63	51
514-4-12110-2200	VRS	63.08	882.04	80.76	401.42	480.62	46
514-4-12110-2300	HEALTH INSURANCE	27.78	368.68	27.80	138.99	229.69	38
514-4-12110-2400	GROUP LIFE INSURANCE	3.86	43.31	3.60	17.90	25.41	41
514-4-12110-2500	STD/LONG-TERM DISABILITY	3.04	19.38	0.00	6.40	12.98	33
514-4-12110-5000	CONTINGENCY	0.00	5,146.67	0.00	0.00	5,146.67	0

Town of Amherst
Statement of Revenue and Expenditures

Expenditure Account	Description	Prior Yr Expd	Budgeted	Current Expd	YTD Expended	Unexpended	% Expd
514-4-12420-0000	FINANCE DEPARTMENT	0.00	0.00	0.00	0.00	0.00	0
514-4-12420-1100	WAGES	125.23	1,804.44	141.77	777.78	1,026.66	43
514-4-12420-1300	PT WAGES	15.36	268.81	13.29	94.26	174.55	35
514-4-12420-2100	FICA	9.95	158.60	10.99	62.50	96.10	39
514-4-12420-2200	VRS	20.25	402.59	28.62	142.64	259.95	35
514-4-12420-2300	HEALTH INSURANCE	9.24	368.68	9.24	46.20	322.48	13
514-4-12420-2400	GROUP LIFE INSURANCE	1.60	21.29	1.60	7.98	13.31	37
514-4-12420-2500	HYBRID DISABILITY	0.74	4.85	0.00	1.41	3.44	29

Town of Amherst
Statement of Revenue and Expenditures

Expenditure Account	Description	Prior Yr Expd	Budgeted	Current Expd	YTD Expended	Unexpended	% Expd
514-4-43200-0000	CONTROL	0.00	0.00	0.00	0.00	0.00	0
514-4-43200-3160	COLLECTION IN-TOWN	10,534.36	132,949.92	11,092.00	55,460.00	77,489.92	42
514-4-43200-3170	COLLECTION OUT OF TOWN	1,461.68	21,403.20	1,541.08	7,705.40	13,697.80	36

Town of Amherst
Statement of Revenue and Expenditures

Expenditure Account	Description	Prior Yr Expd	Budgeted	Current Expd	YTD Expended	Unexpended	% Expd
514-4-45000-0000	GARBAGE MAINTENANCE	0.00	0.00	0.00	0.00	0.00	0
514-4-45000-1100	WAGES	179.72	3,243.13	214.75	1,188.84	2,054.29	37
514-4-45000-1400	OTHER PAY/HOLIDAYS	0.00	43.63	0.00	0.98	42.65	2
514-4-45000-2100	FICA	13.79	251.44	16.49	91.40	160.04	36
514-4-45000-2200	VRS	32.60	679.85	47.28	237.75	442.10	35
514-4-45000-2300	HEALTH INSURANCE	39.55	737.35	45.14	228.53	508.82	31
514-4-45000-2400	GROUP LIFE INSURANCE	2.59	38.27	2.73	13.72	24.55	36
GARBAGE FUND Expenditure Totals		12,875.64	172,787.50	13,627.50	68,540.99	104,246.51	40

514 GARBAGE FUND

	Prior	Current	YTD
Revenues:	13,844.55	14,320.83	72,374.76
Expenditures:	12,875.64	13,627.50	68,540.99
Net Income:	968.91	693.33	3,833.77

Town of Amherst
Statement of Revenue and Expenditures

Revenue Account	Description	Prior Yr Rev	Anticipated	Curr Rev	YTD Rev	Excess/Deficit	% Real
701-3-41030-0001	BP RECOUPMENT REV	0.00	64,812.76	0.00	0.00	64,812.76-	0
701-3-41040-0001	BOND ISSUE	0.00	3,890.00	0.00	3,890.00	0.00	100
701-3-41060-0001	HOME OWNERS REIM	0.00	1,923.00	0.00	0.00	1,923.00-	0
IDA FUND Revenue Totals		0.00	70,625.76	0.00	3,890.00	66,735.76-	5

Town of Amherst
Statement of Revenue and Expenditures

Expenditure Account	Description	Prior Yr Expd	Budgeted	Current Expd	YTD Expended	Unexpended	% Expd
701-4-45000-0000	CONTROL	0.00	0.00	0.00	0.00	0.00	0
701-4-45000-1300	PT WAGES	703.23	9,494.03	1,054.86	5,735.63	3,758.40	60
701-4-45000-2100	FICA	53.79	726.29	80.69	438.73	287.56	60
701-4-45000-2700	WORKER'S COMP	0.00	273.74	0.00	0.00	273.74	0

Town of Amherst
Statement of Revenue and Expenditures

Expenditure Account	Description	Prior Yr Expd	Budgeted	Current Expd	YTD Expended	Unexpended	% Expd
701-4-81500-0000	ECONOMIC DEVELOPMENT	0.00	0.00	0.00	0.00	0.00	0
701-4-81500-5100	ELECTRICAL SERV.	29.68	300.00	30.41	139.26	160.74	46
701-4-81500-5810	DUES AND MEMBERSHIP	0.00	2,800.00	0.00	2,658.00	142.00	95
701-4-81500-9200	TRANSFER TO IDA FUND	0.00	57,031.70	0.00	0.00	57,031.70	0

Town of Amherst
Statement of Revenue and Expenditures

Expenditure Account	Description	Prior Yr Expd	Budgeted	Current Expd	YTD Expended	Unexpended	% Expd
IDA FUND Expenditure Totals		786.70	70,625.76	1,165.96	8,971.62	61,654.14	13
701 IDA FUND							
	Revenues:		0.00	0.00	3,890.00		
	Expenditures:	786.70		1,165.96	8,971.62		
	Net Income:	786.70-		1,165.96-	5,081.62-		

Grand Totals	Prior	Current	YTD
Revenues:	426,942.74	310,267.84	1,793,686.94
Expenditures:	481,384.13	505,263.24	2,096,982.20
Net Income:	54,441.39-	194,995.40-	303,295.26-

CLERK OF COUNCIL REPORT NOVEMBER 2024

COMMITTEE MEETINGS

Planning Commission

Regular Meeting 11/06/24: Receive and review agenda materials; assemble packet for meeting; post agenda packet to website; prepare for and attend meeting; draft minutes for approval; post to Town website.

Town Council Meeting

Regular Meeting 11/13/24: Receive and review agenda materials; assemble packet for meeting; post agenda packet to website; prepare for and attend meeting; draft minutes for approval; post to Town website.

Quorums: Confirm meetings and cancellations with board members

TOWN WEBSITE DESIGN AND CONTENT MANAGEMENT AND FACEBOOK ADMINISTRATOR

Administration of website generating and continuously uploading information/documents; revising and adding 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.

Create content and/or design for posting on Facebook with links to Town Website; share links to community news and events; and monitor feedback.

Website and Facebook content including:

- Parade information including entry forms, decoration contest, cookies and crafts with Santa, and parade maps
- Notice of water testing
- Livestream links to parade and cookies and crafts with Santa
- Meetings including link to procedures and YouTube live stream
- Notice of holiday office closures

CHRISTMAS PARADE

Receive, review and track participant entry forms and vendor applications; confirm attendance.

Draft information for parade emcees

Schedule vendors.

Miscellaneous telephone calls and emails.

Attend parade meeting 11/18/24

PERMITS (BANNERS AND ROAD CLOSURES)

Holiday Banner – prepare VDOT permit application; receive and review permit.

Parade permit - prepare VDOT permit application; receive and review permit.

OTHER:

- Prepare oaths and cover letters for elected and re-elected council members
- Convert and post audio recording of meeting to website
- Prepare/draft legal ads and notices; post ads to newspaper portal; post notices to website
- Prepare resolution for council member
- Order Town labels; prepare and order name badges for council member/staff
- Miscellaneous phone calls, correspondence; miscellaneous research.
- Prepare miscellaneous purchase orders.

Town of Amherst Committees as of November 30, 2024

Appointed/Term Expires

TOWN COUNCIL

D. Dwayne Tuggle, Mayor	01/01/23	12/31/26
Kenneth S. Watts	01/01/25	12/31/24
Michael Driskill	01/01/23	12/31/24
Sharon W. Turner	01/01/21	12/31/24
Andra A. Higginbotham	01/01/23	12/31/26
Janice N. Wheaton	01/01/23	12/31/26

PLANNING COMMISSION

June Driskill, Chairperson	07/01/24	06/30/28
Michael H. Driskill	01/01/23	12/31/24 (TC rep)
William Jones	07/01/23	06/30/27
Veda Butcher	05/10/23	11/10/25
John Kendrick Vandervelde	07/01/22	06/30/26
Clifford Hart	07/01/23	06/30/27
Anne Webster Day	07/01/22	06/30/26

BOARD OF ZONING APPEALS

June Driskill	11/13/20	08/31/25
Teresa Tatlock	11/11/21	08/31/26
Shannan C. Carter	09/01/22	08/31/27
R.A. "Tony" Robertson	09/01/23	08/31/28
Jason David Eagle	09/01/24	08/31/29 (pending order)

ECONOMIC DEVELOPMENT AUTHORITY

Clifford Hart	07/01/23	06/30/27
Sharon Watts Turner	07/01/22	06/30/26
Jaynene Stewart Casey	09/11/24	06/30/25
Steven A. Jefferson	07/01/24	06/30/28
Manly Rucker	07/01/21	06/30/25
Mark Milhous	08/18/22	08/31/26
Harold O. Thomas, Jr.	04/10/24	04/31/28

PROPERTY MAINTENANCE INVESTIGATION BOARD

C. Manly Rucker, III	07/01/24	06/30/28
Bessie H. Kirkwood	07/01/22	06/30/26
Glenda Hash	07/01/24	06/30/28

CENTRAL VIRGINIA PLANNING COMMISSION/MPO

D. Dwayne Tuggle	01/01/23	12/31/24
Sara McGuffin	01/01/23	12/31/24

Appointed/Term Expires

CENTRAL VIRGINIA TRANSPORTATION COUNCIL (MPO)

D. Dwayne Tuggle	01/01/23	12/31/24
Sara E. McGuffin	01/01/23	12/31/24

Appointed/Term Expires

STANDING COUNCIL COMMITTEES 01/01/23 12/31/24

Town Council will act as a whole in lieu of standing council committees.

Utility/Town Mainten 4

\Nov-24

Water Meter Read	0
Water Meter Re-Read	0
Disconnects	6
VA-811 Service locations	21
Vehicle PM Work Orders	7
Pump Station/Plant Work Orders	35
Banners Installed/Dismantled	1
Water Services Installed/Replaced	2
Sewer Services Installed/Replaced	0
Minor Leaks Repaired	2
Major Leaks Repaired	0
Minor Sewer Problems Resolved	4
Major Sewer Problems Resolved	1

Man Hours

Meter Reading	
Street/Sidewalk Maintenance	453
Bush gogging/ Right of way water/ sewer	173
Flushing Water	4
Equipment Maintenance	151
Xmas decorations	320

Water

Water intake road reworked	Working with New Meter project. Solving maintenance problems in other departments
Vac all streets and repaint parking and no parking spaces.	
Christmas lighting	
Working with Garden Club	Many other projects completed

Routine/Annual Work

Projects/Unusual Work

Service Work Orders	Locating Un-marked/Unknown Water & Sewer System Assets
Meter Reading	Continue Safety and Shop/Yard Clean-up
Prev-Maint Work Orders	Staff has been working on finding water valves and addressing issues
Disconnects	Working on clearing water right of ways.
Re-connects	
Flushing Program in Select Locations	

TOWN COUNCIL OF THE TOWN OF AMHERST

MOTION:
SECOND:

Wednesday, December 11, 2024
Regular Meeting
Resolution No.: 2024-12-11

**RESOLUTION REQUESTING THE VIRGINIA DEPARTMENT OF TRANSPORTION TO
CONDUCT A SPEED REDUCTION STUDY FOR THAT PORTION OF SUNSET DRIVE
SITUATED IN THE TOWN OF AMHERST, VIRGINIA**

WHEREAS, pursuant to §46.1-1300(A)(1), Code of Virginia, the Town of Amherst has authority to increase or decrease the speed limit within its boundaries, provided such increase or decrease in speed shall be based upon a traffic engineering investigation; and,

WHEREAS, pursuant to §46.2-878(A) the Commissioner of Highways or other authority having jurisdiction over highways may increase and decrease the speed limits on any highway under its jurisdiction after a traffic engineering investigation; and,

WHEREAS, Sunset Drive is partially situated within the boundaries of the Town of Amherst; and,

WHEREAS, that portion of Sunset Drive situated within the boundaries of the Town of Amherst has multiple public ingresses and egresses that access multiple houses along its entire length; and,

WHEREAS, that portion of Sunset Drive situated within the boundaries of the Town of Amherst has multiple individual driveways on both sides, and

WHEREAS, that portion of Sunset Drive situated within the boundaries of the Town of Amherst is a two-lane highway with no divider separating opposing lanes, and,

WHEREAS, the Virginia Department of Transportation has established speed limits for motorist traveling along Sunset Drive; and,

WHEREAS, the current speed limit of 35 mph on that portion of Sunset Drive situated within the boundaries of the Town of Amherst is too high and poses a traffic safety hazard; and,

WHEREAS, it is the desire of the Town of Amherst Town Council to request Virginia Department of Transportation officials to consider reducing speed limits in certain areas of Sunset Drive to provide a safer traveling experience for motorists and pedestrians; and,

NOW THEREFORE BE IT RESOLVED that the Town of Amherst Town Council hereby requests that the Virginia Department of Transportation conduct a speed reduction study on that portion of Sunset Road situated within the boundaries of the Town of Amherst, Virginia.

Adopted this 11th day of December 2024.

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 of Amherst Planning Commission
From: Sara McGuffin
Date: November 20, 2024
Re: Substantial Accord for AMBC use of Brockman Park for trails

Background: The Amherst Mountain Biking Club is seeking to use a portion of Brockman Park for multi-use trails. A map is attached that shows the generalized location of their proposal. The Economic Development Authority, as the steward of Brockman Park, has approved this concept, and suggests that the Town move forward with a lease. The next step in the process is a determination of ‘substantial accord.’

Substantial Accord: State Code requires that any public facility be found to be “substantially in accord” with the adopted Comprehensive Plan. The determination is made by the Planning Commission, and procedurally is then accepted or rejected by the elected body. A public hearing may be held, but is not required.

From State Code:

§ 15.2-2232. Legal status of plan.

A. Whenever a local planning commission recommends a comprehensive plan or part thereof for the locality and such plan has been approved and adopted by the governing body, it shall control the general or approximate location, character and extent of each feature shown on the plan. Thereafter, unless a feature is already shown on the adopted master plan or part thereof or is deemed so under subsection D, no street or connection to an existing street, park or other public area, public building or public structure, public utility facility or public service corporation facility other than a railroad facility or an underground natural gas or underground electric distribution facility of a public utility as defined in subdivision (b) of § [56-265.1](#) within its certificated service territory, whether publicly or privately owned, shall be constructed, established or authorized, unless and until the general location or approximate location, character, and extent thereof has been submitted to and approved by the commission as being substantially in accord with the adopted comprehensive plan or part thereof. In connection with any such determination, the commission may, and at the direction of the governing body shall, hold a public hearing, after notice as required by § [15.2-2204](#). Following the adoption of the

Statewide Transportation Plan by the Commonwealth Transportation Board pursuant to § [33.2-353](#) and written notification to the affected local governments, each local government through which one or more of the designated corridors of statewide significance traverses, shall, at a minimum, note such corridor or corridors on the transportation plan map included in its comprehensive plan for information purposes at the next regular update of the transportation plan map. Prior to the next regular update of the transportation plan map, the local government shall acknowledge the existence of corridors of statewide significance within its boundaries.

B. The commission shall communicate its findings to the governing body, indicating its approval or disapproval with written reasons therefor. The governing body may overrule the action of the commission by a vote of a majority of its membership. Failure of the commission to act within 60 days of a submission, unless the time is extended by the governing body, shall be deemed approval. The owner or owners or their agents may appeal the decision of the commission to the governing body within 10 days after the decision of the commission. The appeal shall be by written petition to the governing body setting forth the reasons for the appeal. The appeal shall be heard and determined within 60 days from its filing. A majority vote of the governing body shall overrule the commission.

The Comprehensive Plan: The Comprehensive Plan does not specifically address the provision of any additional recreations uses in the Town. Therefore, a finding of ‘substantial accord’ must be made based upon the language and context of the Plan.

The Plan does specifically say in the Parks and Recreation section:

Although the Town of Amherst does not have a recreation program as such, it supports other public agencies and private for-profit and non-profit initiatives that will promote recreational activities in the greater Town of Amherst area. The Town’s policy is to work with such groups to provide adequate and diversified recreational opportunities for the enjoyment of residents of all age groups and income levels. To aid in satisfying the recreation needs of its residents, the Town will endeavor to:

- Reserve open space in areas of expected population concentrations;
- Encourage, but control, commercial recreational facilities;
- Plan for the development of a community center; and
- Work with civic organizations to hold community activities of interest to Town residents.

Following are initiatives that the Town is pursuing or will pursue in the near future:

- Expansion of the sidewalk system along U.S. Route 60 from the traffic circle to the Town’s eastern corporate limits as funding becomes available;
- Development of bicycle accommodations along Main Street; and
- Connections of the Town’s sidewalk to the Sweet Briar College trail system.

Recommendation: Staff recommends a finding of substantial accord for this proposed facility. The AMBC is supportive of future use of Brockman Park and the lease will address the need to allow for the industrial use of the Park, should it come into conflict with the proposed trails.

TOWN COUNCIL OF THE TOWN OF AMHERST

MOTION: Wednesday, December 11, 2024
SECOND: Regular Meeting
Resolution No.: 2024-12-11

RESOLUTION TO REQUEST AN OPINION FROM THE VIRGINIA ATTORNEY GENERAL REGARDING THE SCOPE OF AUTHORITY EXTENDED TO LOCALITIES UNDER VIRGINIA CODE §46.2-1300

WHEREAS, on September 11, 2024, the Town of Amherst passed three ordinances that allow the Town to lower the speed limits on roads within the Town in certain, narrow circumstances; and

WHEREAS, the Town passed these ordinances under the enabling authority of Section 46.2-1300 of the Code of Virginia (1950) as amended; and

WHEREAS, the Virginia Department of Motor Vehicles disagrees that Virginia Code §46.2-1300 gives the Town the authority to change the speed limits within Town; and

WHEREAS, the Town of Amherst and the Virginia Department of Motor Vehicles have had numerous discussions and cannot come to an agreement as to the authority extended to the Town by Virginia Code §46.2-1300; and

WHEREAS, both parties would like to have guidance and clarity on the authority provided by Virginia Code §46.2-1300; and

WHEREAS, Section 2.2-505 of the Code of Virginia, (1950) as amended, states that the Attorney General shall render an advisory opinion when requested to do so by a town attorney if the question is directly related to the discharge of duties of the official requesting the opinion.

NOW, THEREFORE, BE IT RESOLVED BY THE TOWN COUNCIL OF AMHERST, on this 11th day of December 2024, the Amherst Town Council does hereby direct the Town Attorney to request an official advisory opinion form the Virginia Attorney General under Virginia Code §2.2-505 as to the scope of authority extended to localities under Virginia Code §46.2-1300.

Adopted this 11th day of December 2024.

D. Dwayne Tuggle, Mayor

ATTEST:

Clerk of Council

November 26, 2024

The Honorable Jason S. Miyares, Esquire
Attorney General of Virginia
202 North Ninth Street
Richmond, Virginia 23219

Re: Legal Opinion as to Virginia Code §46.2-1300

Dear Mr. Miyares,

My law firm is town attorney for the Town of Amherst. As such, we hereby request an official advisory opinion under Virginia Code §2.2-505. As required by that section, the question presented is directly related to the discharge of our duties as town attorney, and the request is in the form of an opinion embodying a precise statement of all facts and our legal conclusions.

Question Presented

The question presented is whether the Town of Amherst has authority under Virginia Code §46.2-1300 to, by ordinance, reduce the speed limit on certain roads within the Town without approval from the Virginia Department of Transportation (“VDOT”).

Statement of Facts

On September 11, 2024, Amherst Town Council passed three ordinances allowing the Town Manager, with approval from Council, to lower the speed limits on certain roads in Town under the enabling authority of Virginia Code §46.2-1300, of 1950 as amended (the “Virginia Code”). Virginia Code §46.2-1300 defines the powers of local governments regarding roads within their jurisdiction. The Virginia Department of Vehicles (“VDOT”) disagrees with the Town’s interpretation of Virginia Code §46.2-1300 and argues that the Town only has authority to change speed limits under §46.2-1300(A)(4), not the entire section.

Legal Analysis

In Virginia, VDOT controls and maintains all interstates and most secondary roads throughout the Commonwealth. There are localities that maintain the secondary roads within their locality and receive funding from VDOT in order to do so. The Town of Amherst does not maintain its own roads. Virginia Code §46.2-1300 states that “the governing bodies of counties, cities, and towns may adopt ordinances not in conflict with the provisions of this title to regulate the operation of vehicles on the highways in such counties, cities, and towns.” It goes on to state “[t]he governing body of *any* county, city, or town may by ordinance, or may by ordinance authorize its chief administrative officer to” and then lists four actions that can be taken related to speed limits and signage.

On September 11, 2024, the Amherst Town Council adopted three ordinances related to speed limits within the Town based on the enabling authority in Virginia Code §46.2-1300. Only two of these ordinances are at issue. One ordinance allows the Town Manager to increase or decrease the speed limit within the Town boundaries, provided the change is based on an engineering and traffic investigation. The second ordinance allows the Town Manager to temporarily reduce the speed limit on a Town street where road work is being performed.

While the language in Virginia Code §46.2.-1300 states that this authority applies to *any* locality, VDOT argues that it only applies to localities that maintain their own roads and it must be read in conjunction with Virginia Code §46.2-878. Virginia Code §46.2-878 states that with the exception of Virginia Code §46.2-1300(A)(4) the Commissioner of Highways may decrease speed limits set forth in §46.2-870 and §46.2-873 through §46.2-875¹. VDOT argues that

¹ Virginia Code §46.2-870 outlines the maximum speed limits on highways; §46.2-873 states the maximum speed limit at school crossings; §46.2-873.1 states the maximum speed on dirt or gravel roads; §46.2-873.2 states the

implementing the Town’s ordinances, which allow the Town Manager to amend certain speed limits would be in “conflict” with Virginia Code §46.2-878. The Town agrees that it could not raise speed limits past the allowed maximum limits set in Virginia Code §46.2-878, as it would be a conflict. However, reducing the speed limit under the authority in §46.2-1300 (within the constrains Title 46.2) does not conflict with Title 46.2. Virginia Code §46.2-1300 provides authority in very specific situations, so as not to conflict with the rest of Title 46.2. Further, lowering a speed limit temporarily where road work is being completed is not in conflict with §46.2-878, which does not reference any type of construction zones.

VDOT argues that Virginia Code §46.2-1300(A)(1) – (A)(3) only applies to localities that maintain their own roads. VDOT argues that §46.2-1300(A)(4) applies to all localities because it states, “on any highway, including those in the state system.” VDOT interprets this to mean that §46.2-1300(A)(4) applies to any locality and §§46.2-1300(A)(1) – (A)(3) only apply to localities that maintain their own roads. Virginia Code §46.2-1300(A) states that “*any* county, city, or town may by ordinance” increase or decrease speed limits based on a traffic investigation. It does not qualify that this is any county, city or town that maintains its own roads.

Virginia Code §46.2-875 states that the maximum speed limit in any city or town will be 35 miles per hour. It goes on to state that any locality that maintains their own roads may increase or decrease the speed limit after an appropriate traffic investigation. This code section clearly gives localities that maintain their own roads the ability to increase or decrease speed limits within certain parameters. If Virginia Code §46.2-1300 is interpreted as VDOT argues it

maximum speed on rural rustic roads; §46.2-874 sets the maximum speed limit at 25 in business or residential districts; §46.2-875 states that the maximum speed limit shall be 35 miles per hour in towns. It goes on to state that municipalities that maintain their own roads may increase or decrease speed limits on highways over which they have jurisdiction after a traffic engineering investigation.

should be (as only applying to localities that maintain their own roads), then these two code sections say the same thing. Arguably, Virginia Code §46.2-1300(A)(1) does not need to exist. However, since both statutes do exist, it is a reasonable interpretation that §46.2-1300(A)(1) gives the same right to all localities regardless of who maintains the roads. Virginia Code §46.2-1300(A)(1) and §46.2-875 both state that the speed limit may be amended with a traffic and engineering “investigation” rather than a traffic “study.” The codes seem to be intentionally mirroring one another, further supporting the argument that §46.2-1300(A)(1) expands §46.2-875 and applies to all local governments.

VDOT does have the majority of control over all highways and secondary roads within the Commonwealth, including control over the speed limits. There is no disagreement there. VDOT’s response to the Town’s interpretation of the code may be based in part on the legislative history. However, legislative intent and history are not part of the actual code. The Town would like affirmation that Virginia Code §46.2-1300 gives localities limited authority to reduce speed limits in very narrow circumstances.

I look forward to your opinion. Please let me know if you have any questions or need additional information.

Respectfully,

Amherst Town Attorney