



Minutes of Council Meeting
Buchanan, VA

November 14, 2022

Present: Mayor Craig Bryant
Vice Mayor Chris Witt
Councilmember Manspile
Councilmember Marlon Rickman

Attending: 5 citizens, 2 employees

Mayor Craig Bryant called the November 14, 2022 Council meeting to order at 7:00 p.m. This meeting was held in the Council Room. Mayor Bryant asked Town Clerk Claudine Stump to take roll call. With four councilmembers present, a quorum was established. A moment of silence was held, and all that were present stated the Pledge of Allegiance.

Next on the agenda was approval of the consent agenda. First was the financial report for October 2022, approval of unpaid bills, and approval of minutes from the September 21, 2022 Work Session, September 29, 2022 Emergency Called Council Meeting, October 6, 2022 Combined Called Council Meeting and Work Session, and the October 11, 2022 Council Meeting. Councilmember Manspile made a motion to approve with a second from Councilmember Rickman. Mayor Bryant asked for further discussion. With no further discussion, the motion was approved with a vote of 4 – 0.

Next on the agenda was awards, recognitions, and presentations. There were none.

Next on the agenda was citizen comments and petitions regarding agenda items. There was no one signed up to speak.

Next on the agenda was new business/ action items/ public hearings. Mayor Bryant made a motion to amend the agenda to add a discussion of a public hearing date for the Pattonsburg Mill property to the new business items. Councilmember Manspile gave a second for the motion. Mayor Bryant asked for further discussion. With no further discussion, the motion was carried with a vote of 4 – 0. Mayor Bryant stated that would be item number 6. The first action item was moving the CDs. Town Manager Peck stated that at the work session we had discussed moving some of the low interest-bearing CDs and reserves and move them to some higher rate CDs since the interest rates have been increased. Town Manager Peck explained the different scenarios of moving the monies. Mayor Bryant asked if Town needed to draw this money out, would there be any issues? Town Manager Peck stated that there would be enough money left in the current accounts to cover the Town for the next 15 months. Mayor Bryant asked what was needed for tonight. Town Manager Peck stated he needs permission from

Council to proceed. Mayor Bryant made a motion to move forward with the proposal of converting to higher interest return CDs: \$687,000.00 at Bank of Botetourt, \$382,000.00 at First Bank. The \$600,000 of our water / sewer reserves will be put in 3 \$200,000.00 CDs at First Bank. Councilmember Manspile seconded the motion. Mayor Bryant asked for further discussion. With no further discussion, the motion was carried with a vote of 4 – 0. The next action item was changing the tax due date. Mayor Bryant asked what was the suggested change of date? Town Manager Peck stated that the tax bills still have not been sent out. He had put on Resolution R22-1114-01: A Resolution to Eliminate Penalties & Interest for Taxes Paid by December 20, 2022. That can be changed. Council decided to move the due date to December 31, 2022. Mayor Bryant made a motion to change the tax due date to December 31, 2022 with a second from Councilmember Manspile. Mayor Bryant asked for further discussion. With no further discussion, the motion was carried with a vote of 4 – 0. The next action item was the paving contract. Town Manager Peck stated that the contractors recommended getting a civil engineer to look at the water ponding in front of the Hair Affair. We received quotes from 3 paving contractors. AR Coffey had the most relevant bid. Councilmember Manspile made a motion to go ahead with the paving proposal for 107 North Bridge St., 488 First Street, and Fourth Street, and table the repair on Southview until Council has had further conversations with the landowners on Southview, with a second from Vice Mayor Witt. Mayor Bryant asked for further discussion. With no further discussion, the motion was carried by a vote of 4 – 0. The next action item was the Carson Memorial Real Estate Investment grant application. Town Manager Peck stated that the Planning Commission has recommended approval of the matching funds grant. Mayor Bryant made a motion to approve the grant application with a second from Councilmember Rickman. Mayor Bryant asked for further discussion. Councilmember Manspile stated that he would abstain from the vote because he is on the squad. The motion was carried by a vote of 3 – 0. The next action item was the meter issues. Town Manager Peck stated that the first issue was the water leak that spanned 2 billing cycles. That will be revisited in December when we have more information. The second issue was the single meter for 2 tenants. Councilmember Manspile made a motion to waive the past due amounts as long as the current tenant that is in arrears starts paying the monthly minimum, and the landlord puts in the proper metering and interior plumbing in the building within the next 90 days. Mayor Bryant gave a second for the motion. Mayor Bryant asked for further discussion. Vice Mayor Witt stated that with the caveat that if there is only one tenant using the entire building, the two meters are reduced to one. Mayor Bryant asked for further discussion. With no further discussion, the motion was carried with a vote of 4 – 0. The next action item was the proposed dates for the public hearing for the Pattonsburg Mill Property. Town Manager Peck stated that the Planning Commission planned to hold their Public Hearing on December 5, 2022. He recommends holding the Council's Public Hearing on December 12, 2022. Councilmember Manspile made a motion with a second from Councilmember Rickman to set the date for the public hearing for the rezoning Pattonsburg Mill Property for December 12, 2022. Mayor Bryant asked for further discussion. With no further discussion, the motion carried by a vote of 4 – 0.

Next on the agenda was reports. Town Manager Peck stated that the report for upcoming Special Events is in the Council Packet. The Planning Commission is planning the Public Hearing for the rezoning of the Pattonsburg Mill property. For Public Works, we have signed the contract for cameraing the lines but have not heard back from the consulting engineer. Town Manager Peck is meeting with the contractor that was hired for the Wastewater Treatment plant floor on Friday, November 18, 2022. Town did receive a \$30,000.00 SERCAP grant for the cameraing of the lines. Town Manager Peck stated that Town needs to review the contract for who put in the meters and the lines because they have not

been put in at the correct depth. Town Manager Peck did meet with Fire Chief Bennington. The County is going to be putting a significant amount of money into the Fire Department Building. The Chief has suggested that the Fire Department help out the Town public works department by flushing the fire hydrants. This should be done twice a year.

Next on the agenda was citizen comments and petitions regarding non-agenda items. Mayor Bryant stated the rules of speaking to Council. Mr. Steve Grigg of 19505 Main Street asked Town to consider establishing a text notification system. This is a much more immediate system for disbursing information than the passive systems that Town utilizes currently. The second issue, would Town consider having a hazardous materials waste pick up 2 times a year for things such as paint, oil, electronics, etc. Mayor Bryant stated that he would like Town Manager Peck to check into both of these items and bring them back to Council. Next speaker was Rose Jeter of 301 Red Horse Lane. Ms. Jeter stated that there are opportunities for better communication. She did not find out about the event for Council candidates until after it was held. The other issue is that the Town seems to have a problem keeping a Town Manager for more than a year. The perception that gives to potential candidates can be very detrimental.

Next on the agenda was additional comments. Councilmember Manspile stated that he will be trying to find a solution in front of the Hair Affair. The only other issue is the potential for frozen meters. There is a list of potential meters that will freeze in cold weather. These need to be insulated. Mayor Bryant stated that VDOT responded on our request to change the speed limit on the south end of town. VDOT does not recommend any changes. Secondly, the crosswalk at Main and Bedford still isn't visible enough. Town needs to check into making that crosswalk more visible.

Next on the agenda was upcoming meetings and events. Mayor Bryant stated the meetings and events are listed on the agenda.

Next on the agenda was adjournment. Councilmember Manspile made a motion to adjourn the meeting with a second from Mayor Bryant. Mayor Bryant asked for further discussion. With no further discussion, the motion was carried with a vote of 4 – 0.

Adjournment was at 8:20 pm.

Respectfully submitted,



Claudine Stump, Clerk



Mayor



At a regular meeting of the Town Council of the Town of Buchanan held at the Buchanan Town Hall on the 11th day of October 2022 beginning at 7:00 p.m.:

MEMBERS:

Craig Bryant, Mayor
Chris Witt, Vice-Mayor
James Manspile
Chris Petty
Marlon Rickman

VOTE:

YES
YES
YES
ABSENT
YES

On motion of Mayor Bryant, which carried by a vote of 4 - 0, the following was adopted:

**A Resolution to
Eliminate Penalties & Interest for Taxes Paid by December 31**

WHEREAS there has been a delay in receiving and preparing tax bills due to the transition of software in Botetourt County, from which the Town receives tax/billing information; and

WHEREAS the tax tickets have been printed with the December 5, 2022, due date; and

WHEREAS the company printing and mailing the tax tickets is currently experiencing delays due to machine/mechanical issues, as well as severe understaffing issues in production; and

WHEREAS through no fault of their own citizen who received late billing subject to penalty.

NOW THEREFORE BE IT RESOLVED by the Buchanan Town Council at its regular monthly meeting on November 14, 2022, personal property and real estate taxes shall be due and payable on December 20, 2022. Any personal property or real estate taxes not paid by the due date shall incur penalty and interest in the maximum amount permitted by the laws of the Commonwealth of Virginia.

BE IT FURTHER RESOLVED the Town Treasurer is authorized to reimburse any taxpayer who pays a penalty prior to the new tax due date.

BE IT FINALLY RESOLVED that this resolution be posted on the Town's website and social media site.

AYES: 4

NAYS: 0

ABSENT: 1

Certified to be a true copy of Resolution R22-1114-01 which was approved by 4 – 0 vote on November 14, 2022, at which a quorum of Council was present.

Claudine Stump, Town Clerk

Mayor

A. R. COFFEY & SONS, INC.
3321 Narrow Passage Road
Buchanan, VA 24066
540-254-2175
540-254-2713 (Fax)
Equal Opportunity Employer

November 9, 2022

Town of Buchanan
Reese Peck, Town Manager
PO Box 205
Buchanan, VA 24066

RFQ Number: 2022-001 2022 Full-Depth Asphalt Patch

Our proposal to provide services for the scope of work contained in RFQ Number 2022-001 is as follows:

Pavement Repair

Prices include saw cut, removal of stone and broken asphalt and placement of 2" of new asphalt

- B. 107 North Bridge Street – Petty Residence
38'x6' Lump Sum Price - \$2,660.00
- C. 488 First Street – Austin Residence
8'x32' Lump Sum Price - \$2,992.00
- D. Fourth Street
12'x8' Lump Sum Price - \$1,119.00

Road Repair

Price includes 410' roadway, 4 entrance culverts, 100' shape roadway and ditch line, placement of EC-3 ditch line matting, furnishing and replacing top soil under ditch line matting, crusher run stone for roadway and seeding

- E. South View
Lump Sum Price - \$14,550.00

Total Bid Price - \$21,321.00

This price shall be valid for a period of 90 days.

Respectfully,
Randy D. Coffey

Buchanan Real Estate Investment Grant Application

Name of Applicant: Elizabeth Provost Date Submitted: _____

Name of Property Owner: Buchanan Rescue Squad, Inc.

Applicant Mailing Address: 514 BEAVER Dam Rd. City: BUCHANAN State: VA Zip: 24066

Applicant telephone number(s): 540-581-2082

Applicant email address: cneprovost1@aol.com

Property Address: 19673 MAIN ST. City: BUCHANAN State: VA Zip: 24066

Building Name, if any: CARSON MEMORIAL RESCUE SQUAD CENTER Tax Map and Parcel Number: 65A (11) E-F-B

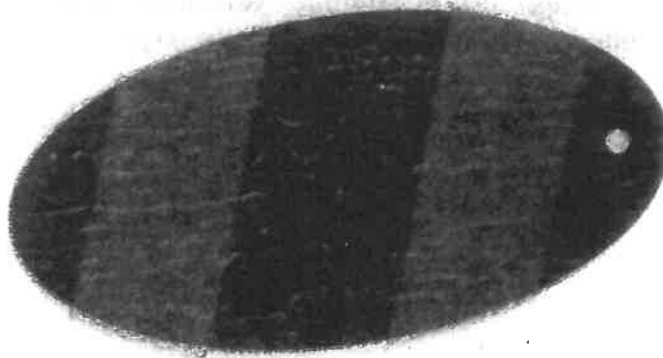
Existing Property Use(s): BUCHANAN RESCUE SQUAD, MEETINGS AND CLASSES, FRIENDS OF THE BUCHANAN
Proposed Property Use (if different): LIBRARY BOOK SALE

Type of Improvement (Check all that apply):

Exterior ☒ Sign _____ Paint _____ Awning(s) _____ Other (specify): _____

Brief Description of Improvement Project. Please include photos, renderings, concept plans and samples:

Replace Existing (Bay) GARAGE Door



Buchanan Real Property Investment Grant Application

A complete application must include the following as supplemental attachments:

- ☐ Color photo of the existing building,
- ☐ A complete façade design plan or rendering
- ☐ Sample of proposed material colors (paint chip, awning materials, etc.)
- ☐ Property owner's written approval (if applicable)
- ☐ Cost estimate(s) from a minimum of two licensed contractors.

Total Cost of Improvement \$ 3150.00

Total Reimbursement requested \$ (50% of total project cost, up to \$5,000) \$ 1575.00

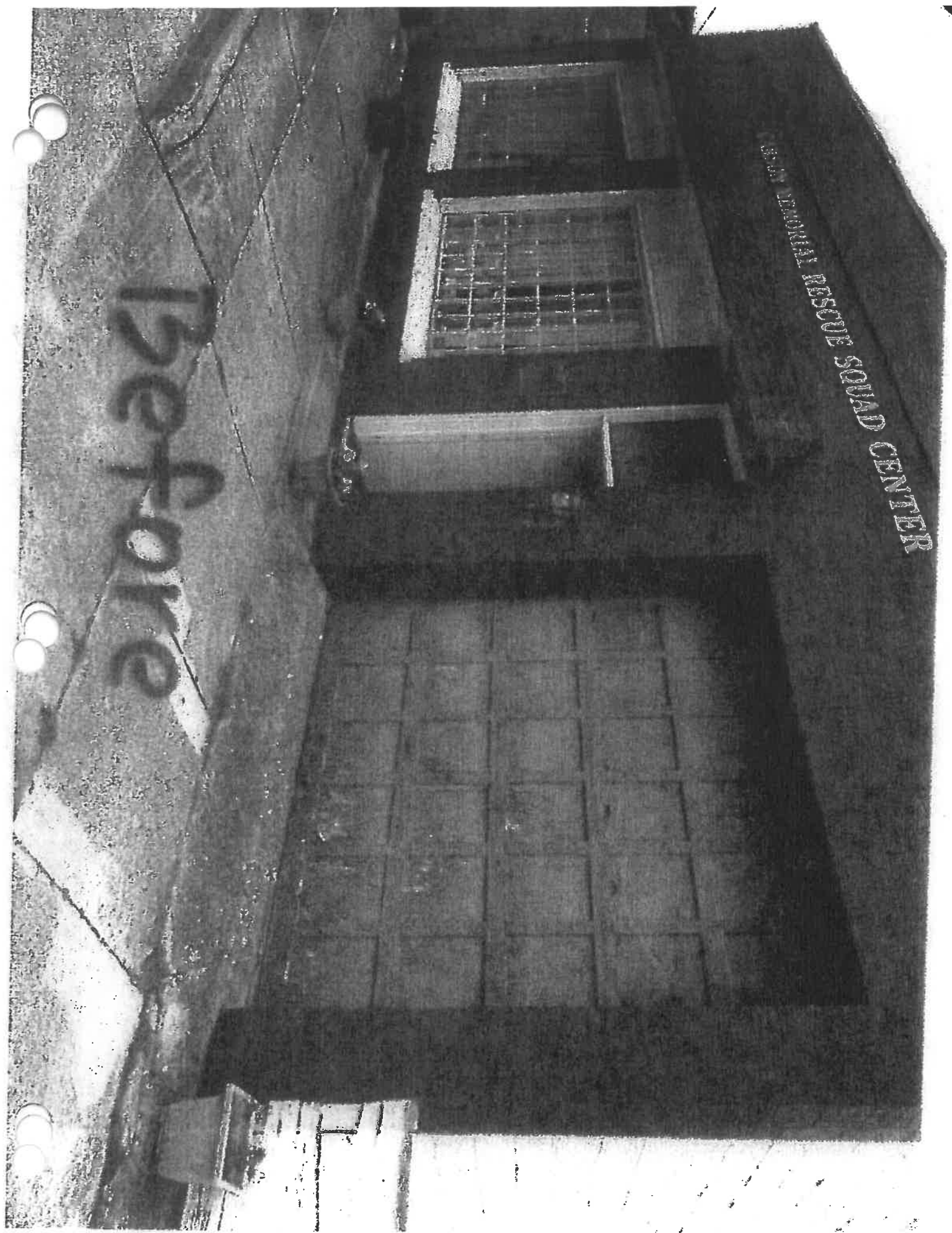
I understand that reimbursement is granted upon completion of the project as outlined in this application. The applicant must submit evidence of payment for services and/or materials. I understand that changes made to the approved design will disqualify the project for any available grant funding from the Town of Buchanan at the discretion of the Town Manager and Review Committee. I further understand that reimbursement depends on annual funding appropriations by the Town Council of Buchanan. To the fullest extent permissible under Virginia law, the applicant and contractor will hold harmless and indemnify the Town of Buchanan against all costs, damages, claims, liabilities, expenses, losses, and court costs in the event of property damage or physical injury as a result of working on the project.

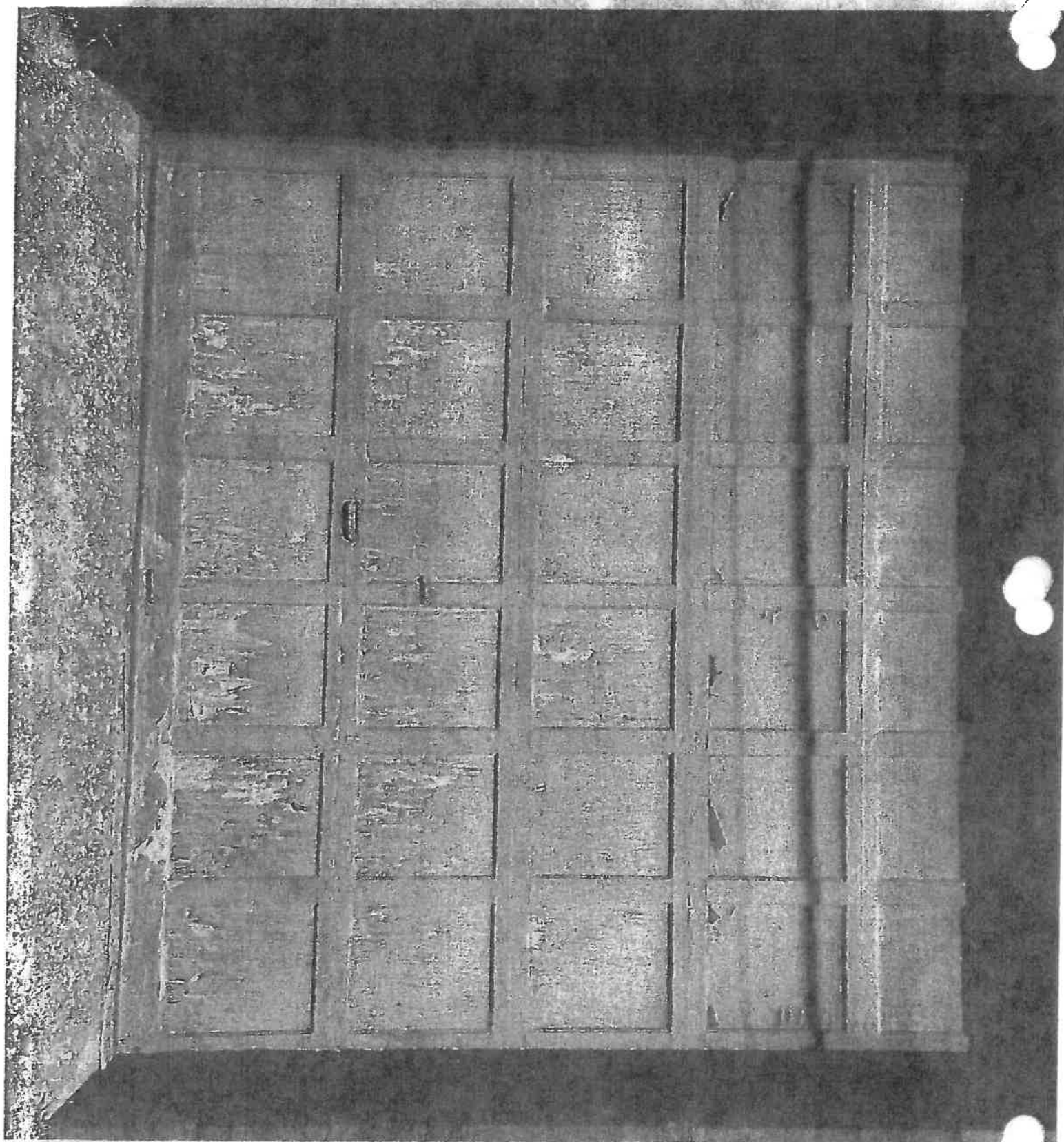
Applicant signature: Elizabeth Provost Date: _____

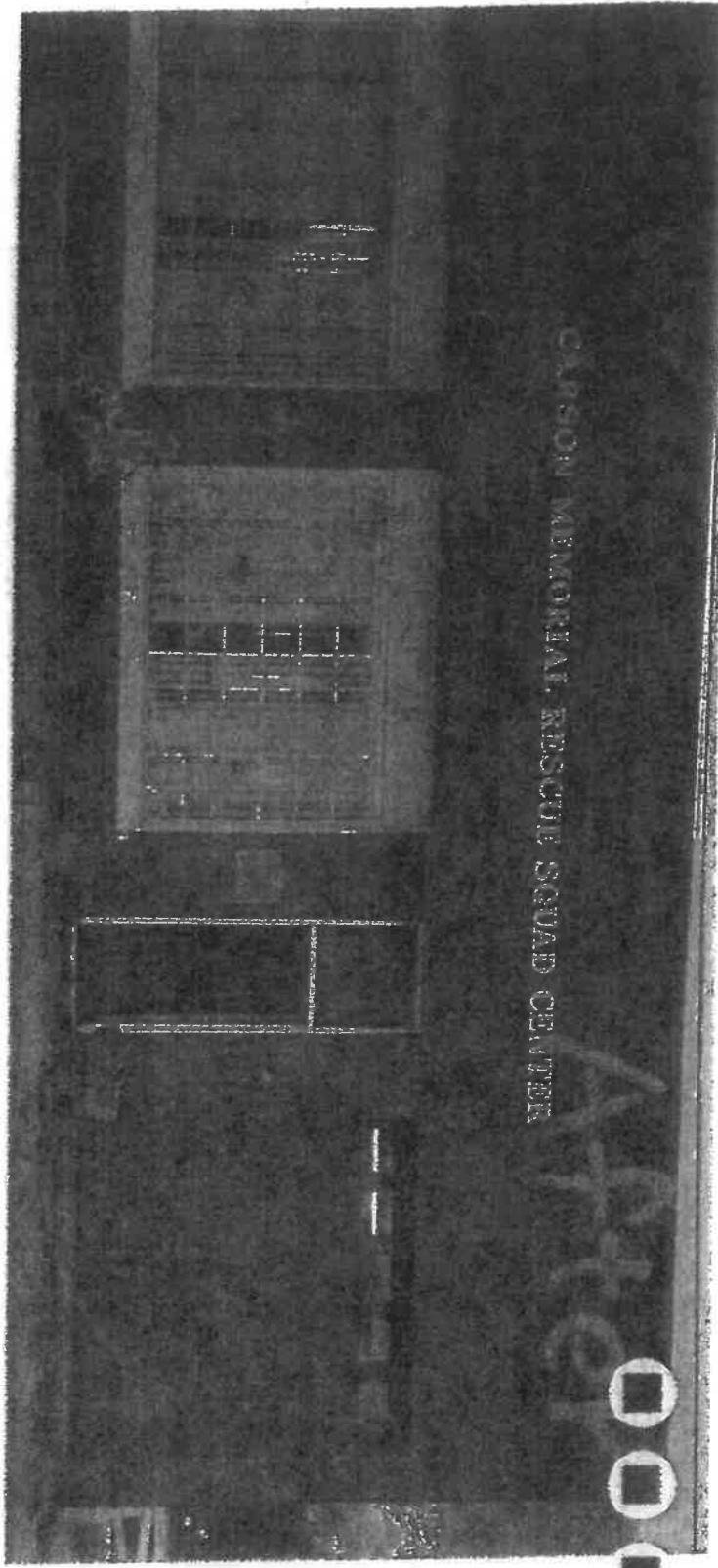
For Office Use Completed Application Received on: _____ by: _____

MEMORIAL RESCUE SQUAD CENTER

Before







This photo is from a post.

View Post



Friends of the Buchanan Library

Published by Jill Pennington · 2 d · 3

Edit



3

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3342 MELROSE AVENUE • ROANOKE, VIRGINIA 24017

Distributors of
FIREPLACES, GAS LOGS, GAS GRILLS, GARAGE DOORS & OPENERS

CUSTOMER NUMBER		DATE	
540-580-2856		8-9-2022	
NAME & ADDRESS			
Newcomb			
Main St.			
Buchanan Va. 24066			
QTY.	DESCRIPTION	PRICE	AMOUNT
1	10' x 10' 9605	1	2770.00
	Col wh. & Clear I top		146.81
1	Slide Lock w/c	8	2916.86
			45.00
	Take Down Trip	9500	90.00
	or Trip Charge	9100	50.00
			3151.81
2	Need 8' and 12' Ladder		
	4x4 10'		50.00
TOTAL			

By Signing Below, I understand and agree:

SPECIAL ORDER MERCHANDISE AND/OR SPECIAL MERCHANDISE MAY NOT BE RETURNED

CUSTOMER/CONTRACTOR IS RESPONSIBLE FOR MEASUREMENTS AND TO MAKE PRODUCT AND MAY NOT BE RETURNED FOR CREDIT OR REFUND

Signed: _____

Name: _____

All claims and returned goods MUST be accompanied by this bill.
THERE WILL BE A RESTOCKING FEE ON ALL RETURNED MERCHANDISE
(See reverse for terms and conditions)

CUSTOMER'S INITIALS



1226 Trapper Cir Nw Ste A
Roanoke, VA 24012-1144

Contact: Robert Tolbert
Phone: +1540-333-5025
Email: Rtolbert@ohdroanoke.com

This proposal is valid till Monday, August 15, 2022

Quote: SQEP003313-1 On: 8/10/22 10:23:13 PM

Job:

Cletus Newcomb 2

Prepared For:

Ladies Auxiliary

A Price For

Item	Description
1	430.CS 430, 10' 2" x 10' 1", White
	DOOR: 430, 10' 2" x 10' 1", White, Ribbed Panel, 5 Sect, SES, Std Btm Seal
	WEATHERSTRIP: Sides Only, Side: Saverstrip, Black
	LITES: Custom, 24" x 7" DSB, 1/8", S5:Full Row
	STRUTS: Standard, S1: (0), S2: (0), S3: (0), S4: (0), S5: (0)
	LOCK: ISL, 1, Metal Step Plate/Lift Handle, Gray
	TRK/HDW: 2", 15"R, Angle In, Steel, 132.125 FTSC
	SPRING: Torsion, Qty: 1, Front, 10K, Tubular, 2" x 0.244 x 37.73, 10.7 Turns, D400-123, 1/8" x 140", Bal Wt: 150.61
	OPERATION: Push Up

Total (USD): \$3,130.00

All line voltage and/or electrical wiring or hook up of any kind is not included and must be done by others, unless otherwise specified. (N/A)

Terms and Conditions

Payment to be made as follows:

Prices are subject to change if not accepted and ordered within 10 days

All material is subject to a 8-24 week lead time once order is placed, unless otherwise stated. Any special order items such as powder coating or stainless steel will result in additional lead time. A 50% restocking fee is required for any cancellation of an order.

All jamps, spring pads, all wiring to motors and control stations and/or electrical hook up of any kind, unless otherwise specified, are not included. Any and all electrical must be done by electrician. Purchaser agrees that doors shall remain in Seller's possession until paid in full. In the event Purchaser breaches or defaults under the terms and provisions of this agreement, the Purchaser shall be responsible for the costs of collections, including reasonable attorneys' fees. (Agreements are contingent upon strikes, accidents or delays beyond our control)

Acceptance:

Terms, price, and specifications on all pages of this proposal are hereby accepted.

Authorized By (Buyer): _____

Date: _____

Print Name (Buyer): _____

Purchase Order: _____

Roanoke
1573 Cf Pours Dr
Harrisonburg, VA 22802-8310

8/8/2022 9:01 AM



Ladies Auxiliary

A Price For

Subject: Proposal for Cletus Newcomb 2

Dear Ladies Auxiliary,

Attached is the quote and information pertaining to the new sectional door to be installed for the listed project.

Replace sectional door.

Should you have any questions, please contact your salesperson.

Best Regards,

Robert Tolbert | Phone: +1540-333-5025

Reference: SQEP003313-1 was modified Monday, August 8, 2022 and is valid till Monday, August 15, 2022.