

Craig Bryant, Mayor
Jamie Manspile, Vice Mayor
Chris Petty
Marlon "Marty" Rickman
Chris Witt



Buchanan Town Council
Monday, May 10, 2021
Regular Meeting 7:00 p.m.
Buchanan Theatre
19778 Main Street
Buchanan, VA 24066

Conference call-in option: 701-802-5423 Access Code: 3474425

AGENDA

A. ROLL CALL AND ESTABLISHMENT OF QUORUM

B. MOMENT OF SILENCE

C. PLEDGE OF ALLEGIANCE TO THE U.S. FLAG

D. CONSENT AGENDA

1. Financial Report April 2021
2. Approval of Unpaid Bills
3. Approval of minutes from the April 12th Regular Meeting and the April 15th and April 28th Work Sessions

E. AWARDS, RECOGNITIONS AND PRESENTATIONS

F. CITIZEN COMMENTS AND PETITIONS REGARDING AGENDA ITEMS– This time is reserved for comments and questions for issues listed on agenda. Comment should be directed to Council.

G. NEW BUSINESS / ACTION ITEMS / PUBLIC HEARINGS

1. Consideration of a Resolution to Approve Bonuses in 2020 and 2021 #R21-0510-01.
2. Consideration of a Resolution to Support the 911 Weekend Events Resolution R#21-0510-02.
3. Dominion Light Poles Update.
4. Consideration of a Resolution to Amend the Dominion Energy Franchise Agreement to Allow Broadband Installation on Poles #R21-0510-03.
5. Public Hearing Regarding the FY 2021-2022 Budget.
6. Closed Session to discuss a legal matter.

H. COMMITTEE REPORTS

- a. Special Events/ Community Development- Marty Rickman
- b. Planning Commission- Chris Witt
- c. Public Safety- Chris Petty
- d. Public Works- James Manspile

I. CITIZEN COMMENTS AND PETITIONS REGARDING NON-AGENDA ITEMS– This time is reserved for comments and questions for issues not listed on agenda. Comment should be directed to Council.

J. ADDITIONAL COMMENTS

L. UPCOMING MEETINGS AND EVENTS

- **Buchanan Community Meeting** – Brownfields Program – Tuesday, May 18 at the Picnic Pavilion at the Park from 4P to 6P (Rain Date Thursday, May 20 from 4P to 6P)
- **Virtual Small Business Appreciation Month** – throughout the month of May
- **Planning Commission** – Monday, June 7, 2021 -7:00pm
- **Town Council Meeting** – Monday, June 14, 2021 – 7:00pm

M. ADJOURNMENT

4:02 PM

05/04/21

Accrual Basis

Town of Buchanan, Virginia
Balance Sheet
As of May 4, 2021

	May 4, 21
ASSETS	
Current Assets	
Checking/Savings	
10050 Town Events	5.97
10010 Buchanan General Fund	229,450.70
10030 Change Funds	100.00
10040 Town Beautification Fund	9,711.03
10230 Water Dist - Rur Dev Acct	6,070.59
10231 Water Dist - VDH Account	2,562.00
10400 BOB W&S Escrow Account	380,825.35
10500 Certificates of Deposit	682,664.53
Total Checking/Savings	1,311,390.17
Accounts Receivable	
11001 General AR Billed	10,322.65
Property Taxes Receivable	63,834.00
WSG Receivable	55,762.27
Total Accounts Receivable	129,918.92
Other Current Assets	
11200 Prepaid Items	20,239.00
11000 Acct Receivable General	13,448.07
11010 Due from State/Fed Gen	5,031.01
11099 NSF Checks Receivable	25.25
11100 Water, Sewer, Garbage AR	18,037.16
11109 Allowance - Wat/Sew/Garba	-15,157.74
Allowance-Property Taxes	-26,480.84
Undeposited Funds	1,849.81
Total Other Current Assets	16,991.72
Total Current Assets	1,458,300.81
Fixed Assets	
13000 Property, Plant, Equip	8,721,430.69
Total Fixed Assets	8,721,430.69
TOTAL ASSETS	10,179,731.50
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
20000 Accounts Payable	11,320.00
Total Accounts Payable	11,320.00
Other Current Liabilities	
21162 Accrued Payroll - Sewer	105.50
21161 Accrued Payroll - Water	149.20
21160 Accrued Payroll - General	7,773.95
22000 Customer Deposits	23,881.31
23000 Payroll Liabilities	2,473.75
25200 Accrued Interest Payable	404.39
Deferred Taxes Receivable	40,786.21
Total Other Current Liabilities	75,574.31
Total Current Liabilities	86,894.31
Long Term Liabilities	
26200 Water Long Term Loans	4,254,215.64

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05/04/21
Accrual Basis

Town of Buchanan, Virginia
Balance Sheet
As of May 4, 2021

	<u>May 4, 21</u>
Total Long Term Liabilities	4,254,215.64
Total Liabilities	4,341,109.95
Equity	
30100 General Fund Balance	897,494.19
30200 Water Retained Earnings	4,930,289.26
30300 Sewer Retained Earnings	230,566.24
30400 Carnival Fund Balance	81,405.20
Retained Earnings	-290,142.21
Net Income	-10,991.13
Total Equity	5,838,621.55
TOTAL LIABILITIES & EQUITY	<u>10,179,731.50</u>

4:00 PM

05/04/21

Accrual Basis

Town of Buchanan, Virginia

(GF) Profit & Loss Budget Performance

April 2021

Ordinary Income/Expense	Apr 21	Budget	Jul '20 - Apr 21	YTD Budget	Annual Budget
Income					
Returned Check Charges		0.00	140.00		
310000 Local Revenue					
3110000 General Property Taxes					
3110100 Real Property Taxes					
3110101 Current Taxes	1,256.69		148,722.04	150,000.00	150,000.00
3110102 Delinquent Taxes	1,710.43	0.00	4,624.63	1,100.00	1,100.00
Total 3110100 Real Property Taxes	2,967.12	0.00	153,346.67	151,100.00	151,100.00
3110300 Personal Property Taxes					
3110301 Current Taxes	29.11		16,372.23	12,752.00	12,752.00
3110302 Delinquent Taxes	41.16	0.00	88.34	25.00	25.00
Total 3110300 Personal Property Taxes	70.27	0.00	16,460.57	12,777.00	12,777.00
3110600 Penalties & Interest					
3110601 Penalties & Interest	646.18	0.00	1,430.20	0.00	2,000.00
Total 3110600 Penalties & Interest	646.18	0.00	1,430.20	0.00	2,000.00
Total 3110000 General Property Taxes	3,683.57	0.00	171,237.44	163,877.00	165,877.00
3120000 Other Local Taxes					
3120100 Local Sales & Use Taxes	3,477.57	3,333.00	42,874.39	33,334.00	40,000.00
3120200 Consumer Utility Taxes	2,020.04	1,583.00	20,029.20	15,834.00	19,000.00
3120210 Consumption Tax	459.24	250.00	3,321.90	2,500.00	3,000.00
3120300 Business License Taxes	937.11	0.00	43,083.74	40,000.00	40,000.00
3120500 Vehicle Fees	0.00	0.00	0.00	0.00	16,200.00
3120600 Bank Franchise Fees	0.00	0.00	0.00	0.00	30,300.00
3121000 Occupancy Tax	63.11	166.66	3,042.11	1,666.68	2,000.00
3121100 Meals Taxes	1,306.55	2,712.00	15,738.08	27,126.00	32,550.00
Total 3120000 Other Local Taxes	8,263.62	8,044.66	128,089.42	120,460.68	183,050.00
3130000 Permits/Fees/Reg Lic					
3130307 Zoning Permits	50.00	20.83	100.00	208.34	250.00
3130308 Building Permits	50.00		350.00		
3130309 Sign Permits	0.00	8.33	0.00	83.34	100.00
3130310 Special Use Permit	0.00	8.33	0.00	83.34	100.00
Total 3130000 Permits/Fees/Reg Lic	100.00	37.49	450.00	375.02	450.00
3140000 Fines and Forfeitures					
3140102 Property Leins	267.87	0.00	1,862.07	0.00	2,500.00
3140103 Zoning Violations	0.00	41.66	1,800.00	416.68	500.00
Total 3140000 Fines and Forfeitures	267.87	41.66	3,462.07	416.68	3,000.00

4:00 PM

05/04/21

Accrual Basis

Town of Buchanan, Virginia

(GF) Profit & Loss Budget Performance

April 2021

	Apr 21	Budget	Jul '20 - Apr 21	YTD Budget	Annual Budget
3150000 Rev-Use of Money/Prop					
3150100 Interest Income	0.00	400.00	2,447.10	4,000.00	4,800.00
3150200 Rental Income	230.00	66.66	895.00	666.68	800.00
Total 3150000 Rev-Use of Money/Prop	230.00	466.66	3,342.10	4,666.68	5,600.00
3160000 Charges for Services					
3165000 Charge Enterprise Svcs					
3165100 Water Revenues	0.00		200.00		
3165110 Water Services	0.00		2,200.00		
3165190 Water Hook Up Fees					
Total 3165100 Water Revenues	0.00		2,400.00		
3165300 Garbage Fees					
3165310 Garbage Collection Fee	7,530.00	7,216.66	74,925.50	72,166.68	86,600.00
Total 3165300 Garbage Fees	7,530.00	7,216.66	74,925.50	72,166.68	86,600.00
Total 3165000 Charge Enterprise Svcs	7,530.00	7,216.66	77,325.50	72,166.68	86,600.00
Total 3160000 Charges for Services	7,530.00	7,216.66	77,325.50	72,166.68	86,600.00
3180000 Miscellaneous Revenue					
3189929 Christmas Mkt.	35.00		5,772.74	0.00	0.00
3189928 Block Party	0.00		0.00		
3189925 Mountain Magic	0.00		252.26	0.00	0.00
3189920 Bot.Co.Fishing Carnival	0.00		0.00	0.00	0.00
3189919 LEU Police Bicycle Tour	0.00		0.00	0.00	0.00
3189918 Buchanan Garden Festival	0.00		0.00	0.00	0.00
3189917 CivilWar History Weeked	0.00		0.00	0.00	0.00
3189916 Easter Egg Hunt	0.00		200.00	0.00	0.00
3189915 Acoustic Endeavors	0.00		0.00	0.00	0.00
3189905 Overage/Shortage	0.00		0.00	0.00	0.00
3189904 Other	7.50		5,003.43	0.00	0.00
Miscellaneous Revenue					
3189903 Gifts and Donations	0.00		8,096.71	0.00	0.00
3189910 Arbor Day Donations	320.00		3,035.00	0.00	0.00
3189911 Event Fees	20.86		20.86	0.00	0.00
3189912 Carnival Proceeds	240.00	0.00	1,362.00	0.00	70,000.00
Total Miscellaneous Revenue	580.86	0.00	12,514.57	0.00	70,000.00
Total 3180000 Miscellaneous Revenue	623.36	0.00	23,743.00	0.00	70,000.00
Total 3100000 Local Revenue	20,698.42	15,807.13	407,649.53	361,962.74	514,577.00
3200000 Rev from Commonwealth					
3220000 Non-Categorical Aid					
3240801 DHCD Grant	0.00		27,000.00	30,000.00	30,000.00

Town of Buchanan, Virginia
(GF) Profit & Loss Budget Performance
April 2021

	Apr 21	Budget	Jul '20 - Apr 21	YTD Budget	Annual Budget
3220150 Communications Tax	176.25	220.83	1,820.40	2,208.34	2,650.00
3220107 Rolling Stock Taxes	0.00	279.16	3,283.04	2,791.68	3,350.00
3220108 HB599 Aid Local Police	0.00	2,638.75	25,406.00	26,387.50	31,665.00
3220109 PPTRA-Car Tax Relief	0.00	0.00	11,608.54	0.00	11,608.00
Total 3220000 Non-Categorical Aid	176.25	3,138.74	69,117.98	61,387.52	79,273.00
3240000 Categorical Aid					
3240101 Fire Programs Funds	0.00		0.00	10,000.00	10,000.00
Total 3240000 Categorical Aid	0.00		0.00	10,000.00	10,000.00
Total 3200000 Rev from Commonwealth	176.25	3,138.74	69,117.98	71,387.52	89,273.00
3300000 Rev from Federal Gov't					
3330000 Categorical Aid	0.00		16,312.47		
3330220 Covid-19	0.00		1,404.00		
3330210 Fed Forest Land Mgmt					
Total 3330000 Categorical Aid	0.00		17,716.47		
Total 3300000 Rev from Federal Gov't	0.00		17,716.47		
3410500 Interfund Transfers					
3410201 Trfr Town 50% Carnival	0.00		0.00	0.00	0.00
3410501 Transfers fr General Fd	0.00	0.00	0.00	0.00	40,000.00
Total 3410500 Interfund Transfers	0.00	0.00	0.00	0.00	40,000.00
Total Income	20,874.67	18,945.87	494,623.98	433,350.26	643,850.00
Gross Profit	20,874.67	18,945.87	494,623.98	433,350.26	643,850.00
Expense					
01 General Government Admin					
001 Legislative					
11110 Town Council					
1100 Salaries	420.00	420.83	4,200.00	4,208.34	5,050.00
3600 Advertising	0.00	208.33	1,893.00	2,083.34	2,500.00
5540 Convention & Education	0.00	83.33	143.09	833.34	1,000.00
5600 Mileage Reimbursement	0.00	20.83	63.83	208.34	250.00
5800 Miscellaneous Expense	0.00	8.33	798.69	83.34	100.00
5810 Dues and Memberships	0.00	166.66	2,364.96	1,666.68	2,000.00
Total 11110 Town Council	420.00	908.31	9,463.57	9,083.38	10,900.00
Total 001 Legislative	420.00	908.31	9,463.57	9,083.38	10,900.00
Total 01 General Government Admin	420.00	908.31	9,463.57	9,083.38	10,900.00
02 General & Financial Admin					

4:00 PM

05/04/21

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(GF) Profit & Loss Budget Performance

April 2021

	Apr 21	Budget	Jul '20 - Apr 21	YTD Budget	Annual Budget
12210 Legal Services					
3100 Professional Services	3,889.76	1,666.66	15,838.72	16,666.68	20,000.00
Total 12210 Legal Services	3,889.76	1,666.66	15,838.72	16,666.68	20,000.00
12240 Independent Auditor					
3100 Professional Services	0.00	0.00	13,000.00	14,000.00	14,000.00
Total 12240 Independent Auditor	0.00	0.00	13,000.00	14,000.00	14,000.00
12410 Clerk-Treasurer					
1100 Salaries	7,488.00	6,625.00	69,242.21	66,250.00	79,500.00
1110 Overtime	67.32	83.33	5,198.67	833.34	1,000.00
1120 Bonus	0.00		1,625.00		
2100 FICA/Medicare Tax	1,765.98	1,708.33	17,884.51	17,083.34	20,500.00
2110 Virginia Unemployment Ins	251.17	62.50	1,535.39	625.00	750.00
2212 Retirement	220.28	55.00	2,222.30	550.00	660.00
2213 VRS VLDP	189.93	105.83	1,428.74	1,058.34	1,270.00
2300 Health Insurance	1,753.97	750.00	7,673.16	7,500.00	9,000.00
3120 Accounting Services	0.00	916.66	5,925.10	9,166.68	11,000.00
3130 Bank Service Charges	0.00	33.33	99.80	333.34	400.00
3500 Printing and Binding	0.00		1,106.84	1,250.00	1,250.00
3600 Advertising	0.00	66.66	0.00	666.68	800.00
5210 Postal Services	330.00	375.00	2,729.10	3,750.00	4,500.00
5230 Telecommunications	203.37	258.33	2,992.14	2,583.34	3,100.00
5401 Copy Machine Rental	258.37	270.83	2,434.80	2,708.34	3,250.00
5600 Mileage Reimbursement	0.00	16.66	197.73	166.68	200.00
5800 Miscellaneous Expense	30.00	0.00	30.00	0.00	50.00
5810 Dues and Memberships	12.99	25.00	106.96	250.00	300.00
6001 Office Supplies	535.24	375.00	3,602.12	3,750.00	4,500.00
Total 12410 Clerk-Treasurer	13,106.62	11,727.46	126,034.57	118,525.08	142,030.00
12510 Town Manager					
1100 Salaries	6,129.62	4,632.50	63,485.28	46,325.00	55,590.00
1120 Bonus	0.00		3,000.00		
2212 Retirement	0.00	25.00	1,379.88	250.00	300.00
2213 VRS VLDP	0.00	8.33	0.00	83.34	100.00
2300 Health Insurance	345.15	550.00	6,087.17	5,500.00	6,600.00
5600 Mileage Reimbursement	0.00	70.83	177.97	708.34	850.00
5800 Miscellaneous Expense	0.00	41.66	0.00	416.68	500.00
5810 Dues and Memberships	0.00	62.50	100.00	625.00	750.00
Total 12510 Town Manager	6,474.77	5,390.82	74,230.30	53,908.36	64,690.00
Total 02 General & Financial Admin	23,471.15	18,784.94	229,103.59	203,100.12	240,720.00
03 Public Safety					
001 Law Enforcement					

4:00 PM

05/04/21

Accrual Basis

Town of Buchanan, Virginia

(GF) Profit & Loss Budget Performance

April 2021

	Apr 21	Budget	Jul '20 - Apr 21	YTD Budget	Annual Budget
31100 Police Department					
Total 001 Law Enforcement	2,916.00	2,916.66	29,166.00	29,166.68	35,000.00
002 Fire & Rescue Services					
32200 Volunteer Fire Department					
5602 Fire Dept building maint.	0.00	416.66	2,683.38	4,166.68	5,000.00
5601 Grant (Firefighter)	0.00	0.00	0.00	10,000.00	10,000.00
5600 Purchase for Fire Dept	0.00		0.00	0.00	0.00
Total 32200 Volunteer Fire Department	0.00	416.66	2,683.38	14,166.68	15,000.00
Total 002 Fire & Rescue Services	0.00	416.66	2,683.38	14,166.68	15,000.00
Total 03 Public Safety	2,916.00	3,333.32	31,849.38	43,333.36	50,000.00
04 Public Works					
43200 Maint of Gen Properties					
1100 Salaries & Wages	4,314.00	3,750.00	44,711.88	37,500.00	45,000.00
1110 Overtime	216.00	125.00	1,042.86	1,250.00	1,500.00
1120 Bonus	0.00		3,000.00		
2212 Retirement	139.66	30.00	1,389.58	300.00	360.00
2213 VRS VLDP	0.00	65.00	0.00	650.00	780.00
2300 Health Insurance	2,606.68	1,833.33	25,035.91	18,333.34	22,000.00
3310 Repair & Maint Services	0.00	416.66	3,066.31	4,166.68	5,000.00
3320 Street Repair-Snow Removal	21.53	416.66	21.53	4,166.68	5,000.00
3322 Janitorial Services	455.44	300.00	4,007.20	3,000.00	3,600.00
5100 Electricity - Streetlights	40.29	1,000.00	10,166.85	10,000.00	12,000.00
5110 Electricity - Town Hall	113.11	216.66	2,171.23	2,166.68	2,600.00
5120 Heating Fuel	0.00	0.00	2,033.51	3,000.00	3,000.00
5230 Telecommunications	362.34	291.66	2,546.47	2,916.68	3,500.00
5308 General Liability Insur	0.00	0.00	0.00	0.00	20,000.00
5800 Miscellaneous Expense	0.00		339.80		
5811 Uniforms & Safety Clothing	140.00	383.33	1,697.37	3,833.34	4,600.00
5812 Safety Footwear	0.00	250.00	395.69	500.00	500.00
6007 Repair & Maint Supplies	294.14	416.66	2,701.46	4,166.68	5,000.00
6008 Vehicle & Equip Fuels	0.00	208.33	2,956.24	2,083.34	2,500.00
8002 Capital Outlay	0.00	0.00	0.00	0.00	0.00
Total 43200 Maint of Gen Properties	8,703.19	9,703.29	107,283.89	98,033.42	136,940.00
44000 Trash Department					
33301 Brush Grinding	0.00		11,586.10	8,500.00	8,500.00
33201 Trash Pickup	6,542.00	6,916.66	65,184.00	69,166.68	83,000.00
Total 44000 Trash Department	6,542.00	6,916.66	76,770.10	77,666.68	91,500.00
44200 Sewer Operations					
1110 Overtime	0.00		0.00		

4:00 PM

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April 2021

	Apr 21	Budget	Jul '20 - Apr 21	YTD Budget	Annual Budget
Total 44200 Sewer Operations	0.00		0.00		
Total 04 Public Works	15,245.19	16,619.95	184,053.99	175,700.10	228,440.00
07 Parks, Events & Cultural					
71100 Parks & Recreation					
5810 Arbor Day Celebration	504.00		2,046.62	0.00	0.00
5811 Epiphany Bon Fire	0.00		0.00	0.00	0.00
5812 Soup Night Cash Mob	0.00		0.00	0.00	0.00
5813 Acoustic Endeavors Concert	0.00		0.00	0.00	0.00
5814 Easter Egg Hunt	300.00		300.00	0.00	0.00
5815 Civil War History Weekend	0.00		0.00	0.00	0.00
5816 Buchanan Garden Festival	36.12		36.12	0.00	0.00
5817 LEU Police Bicycle Tour	0.00		0.00	0.00	0.00
5818 Bo Co Fishing Carnival	0.00		0.00	0.00	0.00
5823 Mountain Magic	0.00		111.76	0.00	0.00
5825 Christmas Eve Luminaries	0.00		556.93		
5826 Block Party	0.00		0.00	0.00	0.00
5827 Misc. Event Supplies	0.00		0.00	0.00	0.00
3600 Advertising	0.00		3,618.75	0.00	0.00
5840 Town Events	0.00		7,799.58		
6013 Recreational Supplies	0.00		465.50	0.00	0.00
8101 Machinery & Equipment Cost	0.00		2,966.66		
71100 Parks & Recreation - Other	0.00		275.00		
Total 71100 Parks & Recreation	840.12		18,176.92	0.00	0.00
71200 Carnival					
5999 Remittance to Botetourt Co	10,000.00		10,000.00		
3310 Repairs & Maint Contract	5.27		541.13	0.00	0.00
5110 Utilities	71.83		1,289.49	0.00	0.00
5801 Carnival Operations	0.00	0.00	589.13	0.00	19,960.00
Total 71200 Carnival	10,077.10	0.00	12,419.75	0.00	19,960.00
Total 07 Parks, Events & Cultural	10,917.22	0.00	30,596.67	0.00	19,960.00
08 Development					
81200 Community Development					
1100 Salaries & Wages	4,449.80	3,875.00	39,826.32	38,750.00	46,500.00
1120 Bonus	0.00		1,125.00		
2212 Retirement	127.64		1,276.40	0.00	0.00
2213 VRS VLDP	0.00	41.66	0.00	416.68	500.00
2300 Health Insurance	1,258.66	1,104.16	12,086.52	11,041.68	13,250.00
3600 Advertising	0.00	131.66	5,340.00	1,316.68	1,580.00
5602 Donation After Prom Party	0.00		0.00	0.00	0.00
5603 Donation to Theater	0.00		0.00	0.00	0.00
5604 Town Flowers/Baskets	0.00	0.00	0.00	0.00	2,000.00

4:00 PM

05/04/21

Accrual Basis

Town of Buchanan, Virginia
(GF) Profit & Loss Budget Performance
April 2021

	Apr 21	Budget	Jul '20 - Apr 21	YTD Budget	Annual Budget
Total 81200 Community Development	5,836.10	5,152.48	59,654.24	51,525.04	63,830.00
Total 08 Development	5,836.10	5,152.48	59,654.24	51,525.04	63,830.00
09 Nondepartmental					
004 Capital Projects					
94100 General Improvements	0.00		0.00	0.00	0.00
94105 General Capital Outlay	1,300.00		1,300.00	0.00	0.00
94107 Playground	830.00		22,436.53	30,000.00	30,000.00
94107 Community Develop Grant	0.00		6,359.25		
94108 Covid-19	0.00		0.00	0.00	0.00
94199 Contingencies- Technology	0.00				
Total 94100 General Improvements	2,130.00		30,095.78	30,000.00	30,000.00
Total 004 Capital Projects	2,130.00		30,095.78	30,000.00	30,000.00
009 Interfund Transfers					
98300 Transfers to General Fund	0.00		0.00	0.00	0.00
Total 009 Interfund Transfers	0.00		0.00	0.00	0.00
Total 009 Nondepartmental	2,130.00		30,095.78	30,000.00	30,000.00
Total Expense	60,935.66	44,799.00	574,817.22	512,742.00	643,850.00
Net Ordinary Income	-40,060.99	-25,853.13	-80,193.24	-79,391.74	0.00
Net Income	-40,060.99	-25,853.13	-80,193.24	-79,391.74	0.00

3:14 PM

05/03/21

Accrual Basis

Town of Buchanan, Virginia

(Utility) Profit & Loss Budget Performance

April 2021

Ordinary Income/Expense	Apr 21	Budget	Jul '20 - Apr 21	YTD Budget	Annual Budget
Income					
3100000 Local Revenue					
3150000 Rev-Use of Money/Prop					
3150100 Interest Income	0.00		380.10		
Total 3150000 Rev-Use of Money/Prop	0.00		380.10		
3160000 Charges for Services					
3165000 Charge Enterprise Svcs					
3165100 Water Revenues					
3165110 Water Services	27,983.46	28,050.16	280,551.49	280,501.68	336,602.00
3165111 Water Sales	0.00	50.00	1,444.00	500.00	600.00
3165120 Water Penalties	1,160.00	1,833.33	10,855.90	18,333.34	22,000.00
3165130 Reconnect Fees	120.00	333.33	1,560.00	3,333.34	4,000.00
3165190 Water Hook Up Fees	0.00	16.66	2,200.00	166.68	200.00
Total 3165100 Water Revenues	29,263.46	30,283.48	296,611.39	302,835.04	363,402.00
3165200 Sewer Revenues					
3165210 Sewer Services	16,246.53	16,391.66	161,643.46	163,916.68	196,700.00
3165290 Sewer Hook Up Fees	0.00		2,500.00		
Total 3165200 Sewer Revenues	16,246.53	16,391.66	164,143.46	163,916.68	196,700.00
Total 3165000 Charge Enterprise Svcs	45,509.99	46,675.14	460,754.85	466,751.72	560,102.00
Total 3160000 Charges for Services	45,509.99	46,675.14	460,754.85	466,751.72	560,102.00
Total 3100000 Local Revenue	45,509.99	46,675.14	461,134.95	466,751.72	560,102.00
3200000 Rev from Commonwealth					
3240000 Categorical Aid					
3240201 VA Dept of Health Grant	0.00	0.00	0.00	0.00	40,000.00
Total 3240000 Categorical Aid	0.00	0.00	0.00	0.00	40,000.00
Total 3200000 Rev from Commonwealth	0.00	0.00	0.00	0.00	40,000.00
3410500 Interfund Transfers					
3410503 Transfer fr Sewer Fund	0.00		0.00	0.00	0.00
Total 3410500 Interfund Transfers	0.00		0.00	0.00	0.00
Total Income	45,509.99	46,675.14	461,134.95	466,751.72	600,102.00
Gross Profit	45,509.99	46,675.14	461,134.95	466,751.72	600,102.00
Expense					
02 General & Financial Admin					
12410 Clerk-Treasurer					

3:14 PM

05/03/21

Accrual Basis

Town of Buchanan, Virginia

(Utility) Profit & Loss Budget Performance

April 2021

	Apr 21	Budget	Jul '20 - Apr 21	YTD Budget	Annual Budget
2100 FICA/Medicare Tax	207.55		1,496.72		
2110 Virginia Unemployment Ins	0.00		142.99		
Total 12410 Clerk-Treasurer	207.55		1,639.71		
Total 02 General & Financial Admin	207.55		1,639.71		
04 Public Works					
43200 Maint of Gen Properties					
2212 Retirement	61.18		618.82		
5230 Telecommunications	37.35		220.64		
Total 43200 Maint of Gen Properties	98.53		839.46		
44100 Water Operations					
1100 Salaries & Wages	1,272.00	1,333.33	10,104.80	13,333.34	16,000.00
1110 Overtime	27.00	83.33	147.83	833.34	1,000.00
2100 FICA/Medicare	0.00	8.33	0.00	83.34	100.00
2110 Virginia Unemployment Tax	0.00	1.66	0.00	16.68	20.00
2210 IRA Contribution	0.00	8.33	0.00	83.34	100.00
3100 Prof Svcs & Miss Utility	0.00	20.83	260.89	208.34	250.00
3110 Operating Contract	5,663.86	5,583.33	44,864.93	55,833.34	67,000.00
3310 Repairs & Maint Contract	1,100.00	833.33	1,971.94	8,333.34	10,000.00
3700 Permits	0.00	383.33	4,602.65	3,833.34	4,600.00
5110 Utilities	508.35	750.00	6,639.93	7,500.00	9,000.00
6007 Repair & Maint Supplies	506.35	1,250.00	4,861.34	12,500.00	15,000.00
6014 Operating Supplies	1,173.50	416.66	15,525.88	4,166.68	5,000.00
8101 Machinery & Equipment Cost	0.00	166.66	2,966.66	1,666.68	2,000.00
Total 44100 Water Operations	10,251.06	10,839.12	91,946.85	108,391.76	130,070.00
44110 Water Filtration Plant					
3310 Repairs & Maint Contract	0.00	666.66	5,557.00	6,666.68	8,000.00
5110 Utilities	546.25	666.66	6,387.47	6,666.68	8,000.00
5230 Telecommunications	0.00	83.33	643.31	833.34	1,000.00
6014 Operating Supplies	64.49	200.00	1,030.34	2,000.00	2,400.00
8101 Machinery & Equipment Cost	18,237.00	2,958.33	18,237.00	29,583.34	35,500.00
Total 44110 Water Filtration Plant	18,847.74	4,574.98	31,855.12	45,750.04	54,900.00
44200 Sewer Operations					
5230 Telecommunications	0.14	183.33	1,983.05	1,833.34	2,200.00
1100 Salaries & Wages	1,414.00	916.66	9,220.90	9,166.68	11,000.00
1110 Overtime	0.00	83.33	90.75	833.34	1,000.00
2100 FICA/Medicare	0.00	5.00	0.00	50.00	60.00
2110 Virginia Unemployment Tax	0.00	1.00	0.00	10.00	12.00
2210 IRA Contribution	0.00	5.00	0.00	50.00	60.00
3100 Prof Svcs & Miss Utility	0.00	8.33	260.94	83.34	100.00
3110 Operating Contract	4,493.04	4,416.66	35,590.52	44,166.68	53,000.00

3:14 PM

05/03/21

Accrual Basis

Town of Buchanan, Virginia

(Utility) Profit & Loss Budget Performance

April 2021

	Apr 21	Budget	Jul '20 - Apr 21	YTD Budget	Annual Budget
3310 Repairs & Maint Contract	4,280.00	1,250.00	9,009.94	12,500.00	15,000.00
3320 Sludge Disposal	0.00	666.66	3,579.84	6,666.68	8,000.00
3700 Permits	0.00	125.00	200.00	1,250.00	1,500.00
5110 Utilities	0.00	1,708.33	17,591.19	17,083.34	20,500.00
5410 Lease/Rent of Equipment	42.00	83.33	489.00	833.34	1,000.00
6007 Repair & Maint Supplies	541.56	625.00	2,439.42	6,250.00	7,500.00
6014 Operating Supplies	0.00	500.00	551.03	5,000.00	6,000.00
8101 Machinery & Equipment Cost	0.00	541.66	9,264.67	5,416.68	6,500.00
Total 44200 Sewer Operations	10,770.74	11,119.29	90,271.25	111,193.42	133,432.00
Total 04 Public Works	39,968.07	26,533.39	214,912.68	265,335.22	318,402.00
09 Nondepartmental					
004 Capital Projects					
94200 Water Projects					
94201 Water Line Replacement	0.00	1,666.66	0.00	16,666.68	20,000.00
Total 94200 Water Projects	0.00	1,666.66	0.00	16,666.68	20,000.00
94300 Sewer Projects					
94305 SER Cap Grant	0.00	0.00	0.00	0.00	40,000.00
94302 WWTP Improvements	0.00	1,026.91	31,600.00	10,269.18	12,323.00
94303 Pumps for Lift Station	0.00		0.00	0.00	0.00
94399 Contingencies	0.00	1,808.33	0.00	18,083.34	21,700.00
Total 94300 Sewer Projects	0.00	2,835.24	31,600.00	28,352.52	74,023.00
Total 004 Capital Projects	0.00	4,501.90	31,600.00	45,019.20	94,023.00
005 Debt Service					
95500 Water Debt Service					
95510 Principal Payments	12,197.00	15,639.75	148,440.71	156,397.50	187,677.00
Total 95500 Water Debt Service	12,197.00	15,639.75	148,440.71	156,397.50	187,677.00
Total 005 Debt Service	12,197.00	15,639.75	148,440.71	156,397.50	187,677.00
009 Interfund Transfers					
98100 Transfers to Water Fund	0.00		0.00	0.00	0.00
98200 Transfers to Sewer Fund	0.00		0.00	0.00	0.00
Total 009 Interfund Transfers	0.00		0.00	0.00	0.00
Total 09 Nondepartmental	12,197.00	20,141.65	180,040.71	201,416.70	281,700.00
Total Expense	52,372.62	46,675.04	396,593.10	466,751.92	600,102.00
Net Ordinary Income	-6,862.63	0.10	64,541.85	-0.20	0.00

3:14 PM

05/03/21

Accrual Basis

Town of Buchanan, Virginia
(Utility) Profit & Loss Budget Performance
April 2021

	Apr 21	Budget	Jul '20 - Apr 21	YTD Budget	Annual Budget
Net Income	-6,862.63	0.10	64,541.85	-0.20	0.00

Town of Buchanan, Virginia

Vendor Payments Made

April 3 through May 4, 2021

4:03 PM
05/04/21

Type	Date	Num	Memo	Account	Split	Amount
Bank of Botetourt Bill Pmt-Check	05/03/2021	22161		10010 Buchanan General Fund	20000 Accounts Payable	-1,177.63
Botetourt Co. Treasurer Bill Pmt-Check	05/03/2021	22162	Payment Fire Truck	10010 Buchanan General Fund	20000 Accounts Payable	-10,000.00
C&S Disposal Inc. Bill Pmt-Check	04/30/2021	22160	Garbage p/u (474X13.00=6162, 20 X19.00=380)	10010 Buchanan General Fund	20000 Accounts Payable	-6,542.00
Bill Pmt-Check	05/03/2021	22163		10010 Buchanan General Fund	20000 Accounts Payable	-122.00
C.W. Barger & Son Construction Bill Pmt-Check	04/13/2021	22137	Stone for sewer repair	10010 Buchanan General Fund	20000 Accounts Payable	-492.26
Cintas Corporation- #524 Bill Pmt-Check	04/13/2021	22138		10010 Buchanan General Fund	20000 Accounts Payable	-105.00
Bill Pmt-Check	05/03/2021	22164		10010 Buchanan General Fund	20000 Accounts Payable	-105.00
CMC Supply Bill Pmt-Check	05/03/2021	22165	Supplies for sewer	10010 Buchanan General Fund	20000 Accounts Payable	-123.76
Dominion Energy Virginia Bill Pmt-Check	04/13/2021	22139		10010 Buchanan General Fund	20000 Accounts Payable	-1,388.99
Bill Pmt-Check	05/03/2021	22166		10010 Buchanan General Fund	20000 Accounts Payable	-1,123.27
DR Controls LLC Bill Pmt-Check	05/03/2021	22167	PLC upgrade @ WFP	10010 Buchanan General Fund	20000 Accounts Payable	-6,917.00
Faye Worley Bill Pmt-Check	04/27/2021	22159	Janitorial services for town hall & fire house	10010 Buchanan General Fund	20000 Accounts Payable	-417.27
Fincastle Herald Bill Pmt-Check	05/03/2021	22168	Herald paper subscription	10010 Buchanan General Fund	20000 Accounts Payable	-44.00
Fisher Auto Parts Bill Pmt-Check	04/13/2021	22140	Filters for STP	10010 Buchanan General Fund	20000 Accounts Payable	-99.16
Gentry Locke Attorneys Bill Pmt-Check	05/03/2021	22169	Attorney service for March 2021	10010 Buchanan General Fund	20000 Accounts Payable	-3,889.76
Happy Food Mart Bill Pmt-Check	04/13/2021	22141		10010 Buchanan General Fund	20000 Accounts Payable	-540.05
J & R Paving, Inc. Bill Pmt-Check	04/22/2021	22156	Patching on 5 cuts in the street for water & sewer iss...	10010 Buchanan General Fund	20000 Accounts Payable	-4,680.00
J L Computers Inc. Bill Pmt-Check	04/13/2021	22142	Web site hosting & icloud backup services	10010 Buchanan General Fund	20000 Accounts Payable	-242.75
Kim Bennett Bill Pmt-Check	04/23/2021	22157	Reimburse for supplies purchased for Spring Fling	10010 Buchanan General Fund	20000 Accounts Payable	-36.12
LAMAR COMPANIES Bill Pmt-Check	04/13/2021	22143	Billboard	10010 Buchanan General Fund	20000 Accounts Payable	-300.00
Pace Analytical Services, LLC Bill Pmt-Check	04/13/2021	22144		10010 Buchanan General Fund	20000 Accounts Payable	-696.60
Bill Pmt-Check	05/03/2021	22170		10010 Buchanan General Fund	20000 Accounts Payable	-985.88
Petrus (Sewer) Bill Pmt-Check	04/13/2021	22145	Operation & maint. of STP for March 2021	10010 Buchanan General Fund	20000 Accounts Payable	-4,493.04
Petrus (Water) Bill Pmt-Check	04/13/2021	22146	Operation of water system of March 2021	10010 Buchanan General Fund	20000 Accounts Payable	-5,663.86
Rockingham Coop Bill Pmt-Check	05/03/2021	22171	Supplies for playground & Carnival Grounds	10010 Buchanan General Fund	20000 Accounts Payable	-241.94
Rural Development Check	04/28/2021	EPAY	WSL-81-03	10010 Buchanan General Fund	95510 Principal Payments	-12,197.00
S h e n t e l Bill Pmt-Check	05/03/2021	22172		10010 Buchanan General Fund	20000 Accounts Payable	-310.58
Sandra's Marking Co. Inc. Bill Pmt-Check	05/03/2021	22173		10010 Buchanan General Fund	20000 Accounts Payable	-721.53
The Landscape Store Inc. Bill Pmt-Check	04/13/2021	22152	Mulch for playground	10010 Buchanan General Fund	20000 Accounts Payable	-1,300.00
Bill Pmt-Check	04/13/2021	22153	Mulch for Arbor Day	10010 Buchanan General Fund	20000 Accounts Payable	-504.00

Town of Buchanan, Virginia
Vendor Payments Made
 April 3 through May 4, 2021

4:03 PM
 05/04/21

Type	Date	Num	Memo	Account	Split	Amount
Treasurer, Botetourt County						
Bill Pmt -Check	04/13/2021	22147	Law Enforcement Services	10010 Buchanan General Fund	20000 Accounts Payable	-2,916.00
USA BlueBook						
Bill Pmt -Check	05/03/2021	22174		10010 Buchanan General Fund	20000 Accounts Payable	-924.15
Verizon						
Bill Pmt -Check	04/13/2021	22148	Acct 650-005-247-0001-20 (STP)	10010 Buchanan General Fund	20000 Accounts Payable	-166.06
Bill Pmt -Check	05/03/2021	22175		10010 Buchanan General Fund	20000 Accounts Payable	-49.49
Virginia Business Systems						
Bill Pmt -Check	05/03/2021	22176	Copier	10010 Buchanan General Fund	20000 Accounts Payable	-258.37
Virginia Media, Inc						
Bill Pmt -Check	04/13/2021	22149	Ad for planning commission vacancy	10010 Buchanan General Fund	20000 Accounts Payable	-90.00
Virginia Office Supply						
Bill Pmt -Check	04/13/2021	22150	Office supplies	10010 Buchanan General Fund	20000 Accounts Payable	-44.32
Bill Pmt -Check	05/03/2021	22177		10010 Buchanan General Fund	20000 Accounts Payable	-302.35
VUPS						
Bill Pmt -Check	04/13/2021	22151	Miss Utility	10010 Buchanan General Fund	20000 Accounts Payable	-14.70

4:04 PM

05/04/21

Town of Buchanan, Virginia
Unpaid Bills Detail
As of May 4, 2021

Type	Date	Memo	Open Balance
Pall Corporation Bill	04/29/2021	Module installation Support for WFP	11,320.00
Total Pall Corporation			11,320.00
TOTAL			11,320.00



Minutes of Council Meeting
Buchanan, VA

April 12, 2021

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

Attending: Board of Supervisors member Amy White, 4 citizens, Town Attorney and 5 Town employees.

Mayor Craig Bryant called the April 2021 Council meeting to order at 7:00 p.m. This meeting was held in the Council Room. Town Clerk Claudine Stump took roll call with all five members present. A moment of silence was held and all that were present stated the Pledge of Allegiance.

Councilmember Chris Witt made a motion to amend the agenda by adding a closed session prior to adjournment with a second from Vice Mayor Manspile. Mayor Craig Bryant asked for discussion, having none he asked for a motion of approval. The motion was passed with a vote of 5-0.

The first item of business was to consider approval of the March 2021 Financial Report, unpaid bills, and approval of the Council minutes from the regular Council meeting held on March 8, 2021, the March 10, 2021 work session, the March 13, 2021 session, and the March 26, 2021 Special Called Meeting. A motion for approval for all items under consent agenda was made by Vice Mayor Manspile, with a second from Councilmember Witt. With no further discussion, the motion carried with a vote of 5-0.

Next on the agenda was Awards, Recognitions, and presentations. Mayor Craig Bryant recognized new Town Manager Susan McCulloch. The Mayor welcomed her and encouraged citizens to approach her. He requested that she share her background. Town Manager Susan McCulloch stated her background from Pittsylvania County as Project Manager in Economic Development, Main Street and community Development, and a Masters in Public Administration from Old Dominion University.

Next on the agenda was to hear citizen comments and petitions regarding agenda items. No one had signed up to speak. Citizen Joe Ryder had signed up to speak but wished to speak during the Citizen Comments and Petitions Regarding Non-Agenda Items.

Next on the agenda was New Business/Action Items/Public Hearings. First action was Consideration of Proclamation for Arbor Day. Mayor Craig Bryant stated the Proclamation is self-explanatory and asked

Community Developer Harry Gleason if he had anything to add about Arbor Day. Harry added that the Town had received a grant from Virginia Department of Forestry and Citizen Donations which had left a surplus of funds from the project. Vice Mayor Manspile asked for a motion to approve the Proclamation with a second from Councilmember Rickman. The Mayor asked if there was more to discuss. With no further discussion the motion was approved by a vote of 5-0. Next action was Consideration of Business Appreciation Month for the month of May. Mayor Craig Bryant read the Proclamation in its entirety. A motion for approval was made by Vice Mayor Manspile with a second from Councilmember Chris Witt. Mayor Craig Bryant asked for more discussion. With no further discussion the Proclamation was approved with a vote of 5-0. The next action was the Introduction of newly appointed Volunteer Fire Chief, Ray Sloan by Botetourt County Fire Chief, Jason Ferguson. Since neither man was in attendance, Mayor Craig Bryant stated that Ray Sloan was appointed to District Chief and there was an article in the Fincastle Herald with more information. The next action was to discuss the status of the Park restroom/pavilion addition project. Interim Town Manager Jon Ellestad stated that the Town had received a grant from the County last year for this project that would be expiring in June. That the funds needed from the Town had not been made available for this project due to COVID's effect on the revenue stream for the past year. Nothing has been done to implement the project, the project cannot be done before the grant expires June 30. Several options were introduced. Mayor Craig Bryant requested that this issue should be added to the April 15, 2021 work session. Everyone made a verbal agreement to add the Park restroom/pavilion addition project to the work session. The next action was the bid from J&R Paving to repair 5 water and sewer street cuts. The bid is \$4650.00 to repair the paving for all 5 cuts. Vice Mayor Manspile reported that VDOT stated that the 2 sections of sidewalk that need repair could be done in house to avoid lane closures. Vice Mayor Manspile made a motion to approve the bid with a second from Councilmember Chris Petty. With no further discussion the motion was approved by a vote of 5-0.

Next on the Agenda was Committee Reports. The Special Events/Community Development committee member Marty Rickman reported that he and Community Developer Harry Gleason had been working with the Botetourt County Health Department on the COVID Mitigation Plan for the carnival. There will need to be more volunteers to enforce COVID restrictions. Mayor Craig Bryant asked if there were funds available from Federal grants for COVID relief that could be used for extra expenses due to COVID. Several members of Council pointed out potential issues for having the carnival while meeting COVID restrictions. Councilmember Chris Whitt reported that the Planning Commission Chair had canceled the last Planning Commission meeting in order to wait for new Town Manager, Susan McCulloch. The Planning Commission still has an opening with no new prospects. Mayor Craig Bryant and Councilmember Chris Witt both recommended to continue advertising the opening. Vice Mayor Manspile suggested placing something on the Fire Department messaging board to help get the word out around town. Next, Public Safety Committee member Chris Petty reported the mulch has been ordered for the playground. They are still working on getting signs for the street trim. Mayor Craig Bryant and Councilmember Chris Witt stated that citizens have reported the basketball backboards at the Town Park need attention. Mayor Bryant stated there has been more vandalism at the Town Park Gazebo and asked if there are other security measures that can be utilized. For the Public Works Committee, Vice Mayor Manspile stated that mowing has started, he requested that the water meters be read visually as well as with the readers for 3 months to find the problem with water consumption and water pumped. Pavement repair will start Friday.

Next on the agenda was Citizen Comments and Petitions Regarding Non-Agenda Items. Mr. Jase Ryder of 135 13th Street wanted to inform the Council that the Police Department needs to patrol more than just the main streets. There are other areas of the Town that have issues of speeding cars and other problems. The Town Manager and Councilmember Petty will look into this complaint.

Next on the agenda was Additional Comments. Mayor Craig Bryant stated that Cody Sexton will be leaving Botetourt County on Thursday. The Fire and Rescue Department of Botetourt County has been approved to give the COVID vaccine. There is a push to set up vaccination pods around the county. There will possibly be a pod set up in Buchanan in the next week.

Next on the agenda was Upcoming Meetings and Events. Mayor Bryant listed all the upcoming events for the month.

Mayor Bryant requested a motion to go into closed session. Councilmember Chris Witt made the motion to go into closed session to discuss Town Employees performance. Motion was seconded by Mayor Craig Bryant. With no further discussion the motion was passed by a vote of 5-0.

The closed session began at 7:50 and ended at 9:25. Mayor Bryant requested a motion that certified all things discussed in the closed session were lawfully exempted from the Virginia Freedom of Information Act, and only those things were discussed. Vice Mayor Manspile made the motion with a second from Councilmember Witt. With no further discussion, the motion was approved 5-0.

Last on the agenda was Adjournment. Motion to Adjourn was made by Vice Mayor Manspile with a second made by Councilmember Petty. With no further discussion, the motion was approved 5-0.

Adjournment was at 9:28.

Respectfully submitted,

Claudine Stump, Clerk

Craig Bryant, Mayor



Minutes of Council Meeting
Work Session
Buchanan, VA

April 15, 2021

Present: Mayor Craig Bryant
Vice-Mayor James Manspile
Councilman Chris Petty
Councilman Marlon Rickman
Councilman Chris Witt

Mayor Craig Bryant opened the April 15, 2021 Council work session at 7:03 p.m. Mayor Craig Bryant requested Town Manager Susan McCulloch take roll call to establish a Quorum. Mayor Craig Bryant requested a motion to amend the agenda for the work session. Item D Lowe Street Crosswalk Update did not receive the needed information from VDOT. This item needed to be removed from the agenda. Then, to add to the agenda the discussion of the Botetourt County Grant for the Town Park Restroom/Pavilion Project. Last, to go into a closed session at the end of the meeting. Vice Mayor Manspile made the motion with a second from Councilmember Petty. Motion carried with a vote of 5-0.

Next on the agenda was the proposed 9/11 Anniversary Walk. Bill Price of 1171 Oak Ridge Road, Buchanan, VA 24066, had submitted a letter to expand this year's events for the 20th Anniversary of the Events of 9/11. He proposed a movie at the Town Park with food on Friday, with the walk on Saturday. He requested that the bathrooms be opened for use and the use of the open BBQ pit if possible. Food will be sold with proceeds going to New Freedom Farm for the veterans. Mr. Price explained his reasons for doing the event. Council discussed opening the bathrooms, and the issue of meals tax because food would be sold. Vice Mayor Manspile suggested a resolution for the town to recognize the weekend as a Town sanctioned event that would take care of the issues. Mayor Bryant requested that a Resolution be drafted for the May Town Council Meeting.

Next on the Agenda was Discussion of Agreement with Botetourt County Sheriff. There are sections of the agreement that are not being met. Parking ordinances, speeding issues, and especially drug issues. The Council would like to delegate this to the Town Manager and Councilmember Chris Petty to bring the Town's concerns to the Botetourt County Sheriff while negotiating the new contract. Vice Mayor Manspile requested that Animal Control be included in the new contract. Councilmember Witt pointed out that Town of Buchanan is the only municipality that pays for services.

Next on the Agenda was Main Street Curb Re-painting. Mike Hatcher sent in a quote of \$3.25 per foot. That includes labor and materials. Estimated to be 1300 to 1350 feet with the highest cost being \$4,387.50. Town Manager Susan McCulloch has not heard back about what Town needs to do to prepare for the job. Councilmember Witt stated that VDOT owns the sidewalks on Main Street. Interim Town Manager Jon Ellestad stated that Ashley at VDOT said the curbs are theirs, but controlling parking by painting the curbs is not their responsibility. Vice Mayor Manspile stated that the sidewalks were supposed to be painted after VDOT finished working on them. It was suggested that a letter be sent to the resident engineer at VDOT about their painting the curbs, and getting other quotes.

While waiting for a clerical issue to be fixed for the next item on the agenda, council moved forward to discuss a resolution about bonuses for Town employees. Interim Town Manager Jon Ellestad recommended that there be some kind of written back up for any bonuses given to Town employees. Council decided to make a generic Resolution to cover bonuses.

Next on the agenda was to Review the proposed FY22 Budget. This is the last meeting before the budget is advertised for the public hearing in May. If there are any changes that are needed, please advise Town Manager Susan McCulloch. Changes can still be made after it is advertised. Jon Ellestad pointed out that any increases in fees should be put in before the budget is advertised. Council decided to increase garbage fees \$1.00 for residential and a proportional increase for business. For the General Fund Vice Mayor Manspile wants to discuss changing Business license fees. Jon Ellestad stated that revenues other than business license taxes are strong. He could not figure out why there is a discrepancy in the line Revenue from the Federal Government. Town Manager Susan McCulloch will reach out to former Town Manager Jason Tyree for more information. Expenditures for legal services and employee compensation such as health insurance were under budgeted. Decisions will need to be made over paying in full for employee health insurance. Councilman Witt brought up the issue of 401K for part-time employees. The benefits package needs to be looked at. There is no money in the budget for additional equipment. The Town Manager needs a better computer for dedicated use, and the Treasurer needs a shredder. In the utility budget, Interim Town Manager Ellestad stated that everything in revenues looks ok, no major numbers jump out. The Town will have to look at new meter readers soon. Town Manager salary needs to be moved to proper place. There is a possibility of cross charging Town Treasurer and Town Clerk Salary to Utilities budget. Jon Ellestad explained how he had come up with his numbers for budget review. He started to explain the American Rescue Plan which will bring federal funds for relief from COVID. There was discussion of what the funds could be used for in water and sewage. There was other discussion of what can be done to appropriate the funds such as the loss of revenue from the 2020 Carnival. The budget will be advertised with the garbage fees increase.

Next on the Agenda was discussion of the Botetourt County grant for Park restroom and pavilion improvements. This is the \$10,000.00 grant that the Town must match funds. Inventory was done on existing materials and were accounted for to go towards matching the grant to work on the bandstand. There was discussion for using the funds for the Love sign. There needs to be more research done to find out what the grant can be used for. The Town needs to find out what it can use to match funds. It also depends on the flexibility of what the grant can be used for.

Jon Ellestad thanked council for bringing him in as interim Town Manager.

Next on the Agenda was to go into closed session. Mayor Craig Bryant made motion to go into closed session pursuant to state code to discuss personnel matters. Councilmember Chris Witt seconded the motion. With no further discussion the motion was carried by a vote of 5-0.

The Council went into Closed Session at 9:15pm and came out at 9:59 pm. Mayor Bryant asked for a motion to certify that only business matters that cannot be discussed in public were discussed in closed session. Vice Mayor Manspile made the motion with a second from Chris Petty. With no further discussion, the motion was carried with a vote of 5-0. Mayor Craig Bryant stated that the concern of the personnel matter has been closed. The complete payout for the previous Town Manager has been discussed. Per a majority of council, 3 for, one against, one undecided, on the complete payout has been completed. Vice Mayor Manspile suggested that Town Manager Susan McCulloch be allowed to use her extra work hours to come in late or leave early since she has a 2 hour commute.

Last on the agenda was Adjournment. Mayor Bryant made a motion to adjourn with Councilmember Petty seconding the motion. With no further discussion, the vote was carried 5-0.

Adjournment was at 9:20pm.

Respectfully submitted,

Claudine Stump, Clerk

Craig Bryant, Mayor



Minutes of Council Meeting
Work Session
Buchanan, VA

April 28, 2021

Present: Mayor Craig Bryant
Vice-Mayor James Manspile
Councilman Chris Petty
Councilman Marlon Rickman
Councilman Chris Witt

Mayor Craig Bryant opened the April 28, 2021 Council work session at 7:02 p.m. Mayor Craig Bryant requested Town Manager Susan McCulloch take roll call to establish a Quorum. Town Manager took roll call and established a quorum with all members present.

Next on the Agenda was the VDOT Crosswalk renderings/estimates. Town Manager Susan McCulloch presented VDOT sketches of different possibilities for different ADA Ramps sidewalks for Main Street and Lowe Street. She noted VDOT does not have the funds to do it this year, but may be able to do it in the future, ranging from \$22,000 to \$31,000 for all ADA Ramps/Sidewalks and VDOT could stripe them for free. Town Manager McCulloch suggested this could be part of a phased plan, or request that it be put in VDOT's work plan for next year to see if it could be funded. There was discussion that the sidewalk ramps should be covered under the Americans with Disabilities Act. A new crosswalk on Main Street is not feasible because of the volume of Interstate 81 traffic when traffic detours onto Main Street. Councilmembers stated the VDOT suggested placement for the Lowe Street crosswalk is in an area where visibility is poor. Town Manager Susan McCulloch will reach out to VDOT engineers to find out why the suggested these areas for the crosswalks. Mayor Bryant stated that the Council had chosen where the crosswalk should go, but didn't think the cost would be that high for the Town. There was discussion on how to lower the costs and possible changes of placement to lower costs. Mayor Bryant stated that VDOT previously stated that they would do one crosswalk and the Town would do another. Now VDOT is saying the Town will pay for both. There was discussion of painting crosswalks and putting in rumble strips to slow traffic. Mayor Craig Bryant asked Town Manager Susan McCulloch to go back to VDOT and discuss it more with them. McCulloch will schedule a meeting with Ashley Smith of VDOT and her team and Councilmember Rickman. Councilmember Chris Witt proposed that Town Manager McCulloch request the speed limit sign be moved farther south on Main Street when she meets with VDOT. Councilman Witt spoke of a revitalization project that had been proposed in the planning commission. That Town Manager Susan McCulloch should look into that before the Town spends a lot of money on new concrete and walkways.

Next on the Agenda was Discussion of the Fiscal Year 2022 Budget. Town Manager McCulloch asked if anyone had any questions. Without any questions, she began explaining any differences from the Fiscal Year 2021 budget, and any changes that had been made to the Fiscal year 2022 proposed budget. For the General Fund, the sales tax was increased, as was consumption tax, and other revenues have been increased including garbage rate increase. Revenues from Spring Fling and the 911 event will be removed. The Revenue from the Federal Government was removed. That was COVID relief fund, it will no longer be available. The Town Manager Salary has been split between General Fund and Utility Fund as suggested in the April 15, 2021 work session. Expenses have been increased by health insurance for employees. Vice Mayor Manspile suggested that health insurance be reviewed every year to try to cut expenses. Possibly joining the county or other municipalities for insurance. The utility fund was impacted by adding part of the Treasurer/Clerk Salary to this budget. The waste water improvement and miscellaneous sewer repairs were decreased in anticipation of receiving funds from the American Recovery Plan. Councilman Witt suggested starting a depreciation line item for the new filters installed in the water treatment plant. Councilman Witt and Vice Mayor Manspile suggested the asset list be updated. The budget has been advertised for April 28, 2021 and May 5, 2021 and reflects the proposed garbage rate increase.

Next on the Agenda was discussion and Review of the Sheriff Contract. Town Manager Susan McCulloch and Councilmember Chris Petty met and community members made some suggestions. Speeding all around the Town, parking on Lowe Street and on areas of Main Street, foot patrols of the town, and tying some of the funds paid to the Sheriff Department to special events where they are utilized instead of paying that separately. Councilmember Witt explained off duty officers work special events that is why they are paid separately. A provision was suggested that Sheriff's Office provide enforcement of all Town Ordinances that fall in the law enforcement purview. A clause was added that the Sheriff's Office and Town Manager meet monthly to discuss Town issues. Mayor Craig Bryant suggested changing from a three-year contract with year-to-year renewal after initial three years to a two-year contract with year-to-year renewal after initial two years as long as there are no changes to the contract.

Next on the Agenda was discussion of DHCD Acquire, Renovate, Sell (ARS) Grant opportunity. Basically, the Town would need to secure a line of credit up to \$200,000.00 to acquire 2 homes and \$45,000.00 dollars is given to the Town for renovations to the homes, \$40,500 for hard construction costs and \$4500 for soft construction costs. There is a webinar that Town Manager Susan McCulloch and Community Developer Harry Gleason will be attending to find out more information. This would be used to renovate homes that are blighted to rehab and sell for lower income families. Vice Mayor Manspile stated that the homes in question cannot be renovated. They need to be demolished. Councilmember Witt stated that a lot of the blighted properties are empty family properties, they are in huge estates, and it is hard to get everyone involved to agree on anything. Councilman Witt voiced concerns over citizen opinion of the Town trying to leverage fees and taking over the properties for demolition. Councilmember Witt suggested finding a developer or company that specializes in these situations so the Town is not directly involved. Councilman Witt asked what does the Town need to do to be able to inspect homes instead of waiting for the County to do inspections and foreclosures. Mayor Bryant suggested holding a work session just for this topic, and that the entire Council needs to be united in their decision on this subject. One problem with this grant is that the properties on the Town's list are not in foreclosure. Mayor Bryant thanked Town Manager Susan McCulloch for researching the

grant and informing the Council. He encouraged Town Manager McCulloch to attend the webinar and continue to work on the issue of blight.

Next on the Agenda was the discussion of Main Street Curb painting. Town Manager Susan McCulloch reached out to Ray Varney of VDOT. Town Manager McCulloch asked if, since VDOT owns the Main Street, did they paint the curbs. VDOT responded that they had done research and found the Town painted the curbs and is responsible for painting the curbs. Town Manager reached out to Mike Hatcher. He responded that he had to pull his bid, he is busy till the end of summer. He will resubmit his bid this fall. There was discussion of using trustees to paint the curbs. Mayor Bryant suggested contacting the Sheriff's Office about using trustees to paint the curbs.

At the conclusion of the Agenda items, Vice Mayor Manspile brought up the possibility of getting a cell phone for the Town Manager to use. That way all the contacts are in the phone, and the phone number stays the same. The phone would be owned by the Town. The phone could be handed to the next Town Manager and they would have all the information and would be easier to reach. Sprint has a government plan that the Town can use. Mayor Bryant asked the Town Manager her opinion of the idea. Town Manager Susan McCulloch stated that she has carried two phones before and that is not a problem. She also stated that since her personal cell phone is not a local number, some people may see that as a deterrent. Town Manager McCulloch also said that it would have been easier to have a phone with all the contact information in it instead of having to enter it all on her phone. Mayor Craig Bryant requested research and information about getting a cell phone.

Last on the Agenda was Adjournment. Mayor Craig Bryant made a motion to adjourn. Councilmember Witt seconded the motion. Mayor Bryant asked for further discussion. With no further discussion, the vote to adjourn was passed 5-0.

Meeting adjourned at 8:38 pm.

Respectfully submitted,

Claudine Stump, Clerk

Craig Bryant, Mayor



At a regular meeting of the Town Council of the Town of Buchanan held at the Buchanan Town Hall on the 10th day of May 2021 beginning at 7:00 p.m.:

MEMBERS:

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

VOTE:

On motion of Councilmember _____, which carried by a vote of # - #, the following was adopted:

**A Resolution
Granting Employee Bonuses in FY2021**

Whereas, the Town of Buchanan Town Council is dedicated to making Buchanan a positive place to work; and

Whereas, the Town of Buchanan Employee Handbook Chapter 5.6 (Bonuses) allows the Town Manager with approval of the Town Council grant a bonus to recognize superior service to the employee; and

Whereas, Town Council is entrusted with evaluating and granting bonuses; and

Now, Therefore, Be It Resolved, by the Town of Buchanan Town Council granted \$4,000 in bonuses in November 2020 and \$4,750 in bonuses in March 2021.

AYES:

NAYS:

ABSENT:

APPROVED:

Mayor

ATTEST:

Town Clerk



At a regular meeting of the Town Council of the Town of Buchanan held at the Buchanan Town Hall on the 10th day of May 2021 beginning at 7:00 p.m.:

MEMBERS:

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

VOTE:

On motion of Councilmember _____, which carried by a vote of # - #, the following was adopted:

A Resolution

20th Anniversary of 9/11 at the Park, a Weekend Memorial Event

Whereas, Mr. Bill Price, a resident of the Town of Buchanan has submitted a request to the Town of Buchanan to use the Town Park for a private event to pay tribute to and to never forget those who lost their lives during the September 11, 2001 attack on the 20th anniversary of such date; and

Whereas, Mr. Price has planned a weekend event to honor those a movie night at the Town Park on Friday, September 10, 2021 with food, and fellowship; and

Whereas, Saturday, September 11, 2021 will feature speakers and the 9/11 Anniversary Walk; and

Whereas, any proceeds raised from this private event will benefit charitable groups that assist residents of the Town of Buchanan; and

Whereas, Mr. Price has asked that (i) the Town Council acknowledge the Town's support for the planned events, (ii) the Town donate the use of certain Town facilities at the Town Park, and (iii) the Town waive the Town Park rental fee for the events.

Now, Therefore, Be It Resolved, that the Town of Buchanan Town Council expresses the Town's support for the private 20th anniversary events planned by Mr. Price to pay tribute to and never forget those who lost their lives during the September 11, 2001 attack;

Be It Further Resolved, the Town donates the use of certain Town facilities at the Town Park, including the picnic shelters, restrooms, and food preparation areas; and

Be It Further Resolved, the Town Council waives the Town Park rental fee for the 20th anniversary events planned by Mr. Price.

AYES:

NAYS:

ABSENT:

APPROVED:

Mayor

ATTEST:

Town Clerk

AN ORDINANCE

To amend the franchise granted to Virginia Electric and Power Company d/b/a Dominion Energy Virginia ("VEPCO"), its successors and assigns, by ordinance of the Council of the Town of Buchanan ("Council"), approved on _____, to use the streets, alleys and public places of the Town of Buchanan, Virginia (the "[City/Town]") to allow VEPCO (i) to install, operate, and maintain, on its poles, fiber optic cables for the provision of broadband transmission and internet connectivity; and (ii) to permit the co-location of facilities by a third party communications service provider at access points that are outside VEPCO's energized zone (as defined herein) to provide service within the corporate limits of said Town (as the same now exist or may hereafter be extended or altered), in addition to any other purpose previously approved by Council.

WHEREAS, on October 14, 1974, Council adopted an ordinance (the "Franchise Ordinance") in accordance with Article VII, Section 9, of the *Virginia Constitution* and Chapter 21 of Title 15.2 of the *Code of Virginia* granting VEPCO the right to use the streets, alleys and public grounds of the Town on the terms and conditions set forth in the Franchise Ordinance; and

WHEREAS, in accordance with state law, the Franchise Ordinance has subsequently been renewed and is currently in full force and effect in the City/Town; and

WHEREAS, as used herein, the term "Energized Zone" shall refer to the uppermost portion of an electric distribution pole that is used primarily to support electric cables and other electric equipment, such as transformers and capacitors, used for electric distribution; and

WHEREAS, in the opinion of Council it is expedient and to the best interests of the City/Town that the said Franchise Ordinance should be amended to permit VEPCO (i) to install, operate, and maintain, on its poles, fiber optic cables for the provision of broadband transmission and internet connectivity; and (ii) to permit the co-location of facilities by a third party communications service provider in or on VEPCO's authorized facilities located in the City/Town's streets, alleys and public places, as set forth herein:

NOW, THEREFORE, BE IT ORDAINED BY THE COUNCIL OF THE TOWN OF BUCHANAN, VIRGINIA

1. That the following addendum shall be added to the Franchise Ordinance to read as follows:

ADDENDUM

Section 1. The franchise, rights, and privileges granted unto [Grantee], its successors and assigns, to use the streets, alleys and public places of the Town of Buchanan, Virginia shall be expanded to include the rights of the Grantee to (i) install, operate, and maintain, on its poles, fiber optic cables for the provision of broadband transmission and internet connectivity; and (ii) to provide access points that are outside the Grantee's energized zone to allow connection between the Grantee's broadband facilities and a third party service provider's system and the use of the Grantee's broadband facilities (in accordance with all other terms of this Franchise Ordinance) for the provision of communications services within the corporate limits of said City/Town (as the same now exist or may hereafter be extended or altered).

Section 2. The rights and privileges hereby granted shall continue for the remaining term of the Franchise Ordinance unless the same is sooner voluntarily surrendered by the said Grantee, with the consent of Council, or unless the same is sooner forfeited as provided by law.

Section 3. This ordinance addendum shall be in force from its passage.

Attest:

Approved:

General Funds

Ordinary Income/Expense

Income

3100000 Local Revenue

3110000 General Property Taxes

3110100 Real Property Taxes

3110101 Current Taxes

3110102 Delinquent Taxes

Total 3110100 Real Property Taxes

3110300 Personal Property Taxes

3110301 Current Taxes

3110302 Delinquent Taxes

Total 3110300 Personal Property Taxes

3110600 Penalties & Interest

3110601 Penalties & Interest

Total 3110600 Penalties & Interest

Total 3110000 General Property Taxes

3120000 Other Local Taxes

3120100 Local Sales & Use Taxes

3120200 Consumer Utility Taxes

3120210 Consumption Tax

3120300 Business License Taxes

3120500 Vehicle Fees

3120600 Bank Franchise Fees

3121000 Occupancy Tax

3121100 Meals Taxes

Total 3120000 Other Local Taxes

3130000 Permits/Fees/Reg Lic

3130307 Zoning Permits

3130308 Sign Permits

3130308 Special Use Permits

Total 3130000 Permits/Fees/Reg Lic

3140000 Fines and Forfeitures

3140101 Property Liens

3140101 Zoning Violations

Total 3140000 Fines and Forfeitures

3150000 Rev-Use of Money/Prop

3150100 Interest Income

	Year End FY18/19 YE	Year End FY19/20 YE	Budgeted FY20/21	Mid Year FY20/21	Next FY FY21/22 March/Apr	Next FY FY21/22 Rev 4/26/2021
3110101 Current Taxes	\$149,307.74	\$149,553.79	\$150,000.00	\$136,897.76	\$150,000.00	\$150,000.00
3110102 Delinquent Taxes	\$5,148.66	\$4,286.65	\$1,100.00	\$967.90	\$1,100.00	\$1,100.00
Total 3110100 Real Property Taxes	\$154,456.40	\$153,840.44	\$151,100.00	\$137,865.66	\$151,100.00	\$151,100.00
3110301 Current Taxes	\$13,232.78	\$12,348.43	\$12,752.00	\$14,453.52	\$13,500.00	\$13,500.00
3110302 Delinquent Taxes	\$128.64	\$70.19	\$25.00	-\$104.59	\$50.00	\$50.00
Total 3110300 Personal Property Taxes	\$13,361.42	\$12,418.62	\$12,777.00	\$14,348.93	\$13,550.00	\$13,550.00
3110601 Penalties & Interest	\$2,290.96	\$2,807.00	\$2,000.00	\$157.86	\$2,000.00	\$2,000.00
Total 3110600 Penalties & Interest	\$2,290.96	\$2,807.00	\$2,000.00	\$157.86	\$2,000.00	\$2,000.00
Total 3110000 General Property Taxes	\$170,108.78	\$169,066.06	\$165,877.00	\$152,372.45	\$166,650.00	\$166,650.00
3120100 Local Sales & Use Taxes	\$47,391.41	\$51,019.51	\$40,000.00	\$25,503.58	\$50,000.00	\$51,000.00
3120200 Consumer Utility Taxes	\$23,824.32	\$23,649.01	\$19,000.00	\$10,018.46	\$20,000.00	\$20,000.00
3120210 Consumption Tax	\$3,996.00	\$3,742.33	\$3,000.00	\$1,469.37	\$3,000.00	\$3,500.00
3120300 Business License Taxes	\$46,773.54	\$48,337.05	\$40,000.00	\$725.74	\$45,000.00	\$45,000.00
3120500 Vehicle Fees	\$16,184.20	\$16,825.60	\$16,200.00	\$0.00	\$16,200.00	\$16,200.00
3120600 Bank Franchise Fees	\$41,693.00	\$40,443.00	\$30,300.00	\$0.00	\$38,000.00	\$42,000.00
3121000 Occupancy Tax	\$1,840.66	\$1,940.72	\$2,000.00	\$2,767.62	\$3,000.00	\$3,000.00
3121100 Meals Taxes	\$37,502.91	\$28,438.82	\$32,550.00	\$9,463.17	\$25,000.00	\$25,000.00
Total 3120000 Other Local Taxes	\$219,206.04	\$214,396.04	\$183,050.00	\$49,947.94	\$200,200.00	\$205,700.00
3130307 Zoning Permits	\$700.00	\$675.00	\$250.00	\$50.00	\$250.00	\$250.00
3130308 Sign Permits	\$0.00	\$0.00	\$100.00	\$200.00	\$100.00	\$100.00
3130308 Special Use Permits	\$0.00	\$0.00	\$100.00	\$1,000.00	\$100.00	\$100.00
Total 3130000 Permits/Fees/Reg Lic	\$700.00	\$675.00	\$450.00	\$1,250.00	\$450.00	\$450.00
3140000 Fines and Forfeitures	\$0.00	\$1,631.64	\$2,500.00	\$1,394.20	\$1,500.00	\$1,500.00 Page 1
3140101 Property Liens	\$0.00	\$0.00	\$500.00	\$800.00	\$500.00	\$500.00
3140101 Zoning Violations	\$0.00	\$1,631.64	\$0.00	\$0.00	\$0.00	\$0.00
Total 3140000 Fines and Forfeitures	\$0.00	\$1,631.64	\$2,500.00	\$1,394.20	\$1,500.00	\$1,500.00
3150000 Rev-Use of Money/Prop	\$7,878.45	\$4,907.19	\$4,800.00	\$1,593.94	\$4,200.00	\$4,200.00
3150100 Interest Income						

3150200 Rental Income	\$1,250.00	\$845.00	\$800.00	\$100.00	\$800.00	\$800.00
Total 3150000 Rev-Use of Money/Prop	\$9,128.45	\$9,015.47	\$8,600.00	\$3,888.14	\$7,000.00	\$7,000.00
3165300 Garbage Fees						
3165310 Garbage Collection Fee						
Total 3165300 Garbage Fees						
Total 3160000 Charges for Services	\$81,904.60	\$88,693.69	\$86,600.00	\$44,898.50	\$90,000.00	\$96,000.00 With increase
3180000 Miscellaneous Revenue						
Miscellaneous Revenue						
3189929 Christmas Mkt.						
3189929 Christmas Eve Luminaries	\$178.00	\$3,433.21	\$0.00	\$5,354.59	\$6,000.00	\$6,000.00
3189926 Christmas Parade	\$0.00	\$77.00	\$0.00	\$0.00	\$0.00	\$0.00
3189925 Mountain Magic	\$6,462.25	\$0.00	\$0.00	\$105.00	\$500.00	\$500.00
3189924 Botetourt Co. Fair	\$753.00	\$11,189.00	\$0.00	\$3,463.91	\$7,500.00	\$7,500.00
3189923 Buchanan Tri	\$1,400.00	\$860.00	\$0.00	\$0.00	\$200.00	\$200.00
3189922 Pork by the James	\$4,102.64	\$1,950.11	\$0.00	\$0.00	\$0.00	\$0.00
3189921 Reggae by the River	\$4,102.64	\$8,427.11	\$0.00	\$0.00	\$8,500.00	\$8,500.00
3189920 Bot.Co.Fishing Carnival	\$14,466.16	\$9,241.70	\$0.00	\$0.00	\$11,000.00	\$11,000.00
3189919 LEU Police Bicycle Tour	\$0.00	\$0.00	\$0.00	\$0.00	\$100.00	\$100.00
3189918 Buchanan Garden Festival	\$0.00	\$0.00	\$0.00	\$0.00	\$50.00	\$50.00
3189917 Civil War History Weekend	\$1,934.75	\$315.00	\$0.00	\$0.00	\$2,500.00	\$2,000.00
3189916 Easter Egg Hunt	\$1,895.00	\$1,095.00	\$0.00	\$0.00	\$2,500.00	\$2,500.00
3189915 Acoustic Endeavors	\$0.00	\$0.00	\$0.00	\$0.00	\$300.00	\$300.00
3189914 Soup Night Cash Mob	\$1,170.00	\$770.00	\$0.00	\$0.00	\$0.00	\$0.00
3189913 Epiphany Bon Fire	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
3189905 Overage/ Shortage	\$0.00	-\$15.82	\$0.00	\$101.45	\$0.00	\$0.00
3189904 Other	\$985.60	\$4,885.50	\$0.00	\$4,859.93	\$0.00	\$0.00
3189904 Small Bus. App. Recp.	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
3189903 Gifts and Donations	\$0.00	\$0.00	\$0.00	\$20.00	\$1,000.00	\$1,000.00
3189910 Arbor Day Donations	\$1,325.00	\$1,485.00	\$0.00	\$0.00	\$1,000.00	\$1,000.00
3189911 Event Fees	\$7,605.00	\$8,057.00	\$0.00	\$0.00	\$700.00	\$700.00 Page 2
3189912 Carnival Proceeds	\$0.00	\$0.00	\$70,000.00	\$0.00	\$70,000.00	\$70,000.00
3189999 Overpayments	\$19.33	\$40.50	\$0.00	\$1,076.71	\$0.00	\$0.00
Miscellaneous Revenue - Other	\$0.00	\$207.01	\$0.00	\$0.00	\$0.00	\$0.00
Total Miscellaneous Revenue	\$42,296.73	\$52,017.32	\$70,000.00	\$14,981.59	\$111,850.00	\$112,350.00
Total 3180000 Miscellaneous Revenue						
Total 3100000 Local Revenue						
3200000 Rev from Commonwealth						

3220000 Non-Categorical Aid	\$150.76					
3220150 Communications Tax	\$2,456.11	\$2,365.47	\$2,650.00	\$940.83	\$2,275.00	\$2,275.00
3220107 Rolling Stock Taxes	\$3,350.62	\$3,283.04	\$3,350.00	\$3,283.04	\$3,250.00	\$3,250.00
3220108 HB599 Aid Local Police	\$31,565.00	\$32,888.00	\$31,665.00	\$16,444.00	\$32,888.00	\$32,888.00
3220109 PPTRA-Car Tax Relief	\$11,608.54	\$11,608.54	\$11,608.00	\$11,608.54	\$11,609.00	\$11,609.00
Total 3220000 Non-Categorical Aid	\$48,980.27	\$50,295.81	\$49,273.00	\$32,276.41	\$50,022.00	\$50,022.00
3240000 Categorical Aid						
3240701 VA Commission Arts Grit	\$0.00	\$4,500.00	\$0.00	\$0.00	\$4,000.00	\$4,000.00
3240102 State Forestry Dept	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
3240101 Fire Programs Funds	\$10,000.00	\$10,000.00	\$10,000.00	\$0.00	\$10,000.00	\$10,000.00
3240108 Community Business Launch		\$18,000.00	\$30,000.00	\$27,000.00	\$0.00	\$0.00
Total 3240000 Categorical Aid	\$10,000.00	\$32,500.00	\$40,000.00	\$27,000.00	\$14,000.00	\$14,000.00
Total 3200000 Rev from Commonwealth	\$58,980.27	\$82,795.81	\$89,273.00	\$59,276.41	\$64,022.00	\$64,022.00
3300000 Rev from Federal Gov't						
3330000 Categorical Aid						
3330210 Fed Forest Land Mgmt	\$0.00	\$1,404.00	\$0.00	\$1,404.00	\$1,404.00	\$1,404.00
Total 3330000 Categorical Aid						
3300000 Rev from Federal Gov't - Other						
Total 3300000 Rev from Federal Gov't	\$0.00	\$0.00	\$0.00	\$16,312.47	\$0.00	\$0.00
3410000 Non-Revenue Receipts						
3410100 Insurance Recovery	\$366.31	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Total 3410000 Non-Revenue Receipts	\$0.00	\$0.00	\$40,000.00	\$0.00	\$0.00	\$0.00
3410500 Interfund Transfers						
3410501 Transfers fr General Fd						
Total 3410500 Interfund Transfers	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Total Income	\$582,691.18	\$616,659.39	\$643,850.00	\$344,331.50	\$641,576.00	\$653,576.00

Page 3

Expense																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																											
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5800 Miscellaneous Expense	\$4,212.08	\$1,398.32	\$100.00	\$251.93	\$250.00	\$250.00
5810 Dues and Memberships	\$4,574.88	\$3,061.94	\$2,000.00	\$989.29	\$1,500.00	\$1,500.00
Total 11110 Town Council	\$21,474.43	\$14,772.57	\$10,900.00	\$4,673.05	\$9,550.00	\$9,550.00
Total 001 Legislative	\$21,474.43	\$14,772.57	\$10,900.00	\$4,673.05	\$9,550.00	\$9,550.00
02 General & Financial Admin						
12210 Legal Services	\$33,325.98	\$27,508.21	\$25,000.00	\$4,837.23	\$15,000.00	\$15,000.00
3100 Professional Services						
Total 12210 Legal Services	\$33,325.98	\$27,508.21	\$20,000.00	\$4,837.23	\$15,000.00	\$15,000.00
12240 Independent Auditor						
3100 Professional Services	\$12,000.00	\$12,600.00	\$14,000.00	\$0.00	\$14,000.00	\$14,000.00
Total 12240 Independent Auditor						
12410 Clerk-Treasurer						
1100 Salaries	\$73,744.56	\$92,897.21	\$79,500.00	\$41,872.16	\$80,000.00	\$60,000.00
1110 Overtime	\$0.00	\$802.79	\$1,000.00	\$3,092.86	\$1,000.00	\$1,000.00
1120 Bonus	\$2,800.00	\$1,100.00	\$0.00	\$1,000.00	\$0.00	\$0.00
2100 FICA/Medicare Tax	\$5,877.29	\$7,251.71	\$7,500.00	\$10,394.17	\$15,000.00	\$15,000.00
2110 Virginia Unemployment Ins	\$393.32	\$416.95	\$750.00	\$75.74	\$150.00	\$150.00
2210 IRA Contribution	\$1,356.01	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
2210 VRS Contribution	\$240.81	\$4,744.08	\$1,930.00	\$1,659.94	\$3,250.00	\$3,250.00
2300 Health Insurance	\$12,008.84	\$7,229.23	\$9,000.00	\$3,005.77	\$6,500.00	\$21,047.00
3120 Accounting Services	\$9,394.03	\$17,267.53	\$11,000.00	\$5,418.58	\$11,000.00	\$11,000.00
3130 Bank Service Charges	\$299.40	\$760.66	\$400.00	\$99.80	\$400.00	\$400.00
3500 Printing and Binding	\$1,078.11	\$1,080.48	\$1,250.00	\$1,106.84	\$1,250.00	\$1,250.00
3600 Advertising	\$50.88	\$0.00	\$800.00	\$0.00	\$500.00	\$500.00
5210 Postal Services	\$6,014.55	\$5,365.72	\$4,500.00	\$1,408.10	\$3,250.00	\$3,250.00
5230 Telecommunications	\$1,605.40	\$3,009.66	\$3,100.00	\$1,597.04	\$3,100.00	\$3,100.00
5401 Copy Machine Rental	\$880.78	\$3,095.19	\$3,250.00	\$1,488.97	\$3,000.00	\$3,000.00
5800 Miscellaneous Expense	-\$567.52	\$77.86	\$50.00	\$0.00	\$0.00	\$0.00
5600 Mileage Reimbursement	\$0.00	\$103.70	\$200.00	\$96.37	\$200.00	\$200.00 Page 4
8101 Machinery & Equipment	\$5,408.71	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
5810 Dues and Memberships	\$291.36	\$310.31	\$300.00	\$67.99	\$300.00	\$300.00
6001 Office Supplies	\$6,294.50	\$4,501.39	\$4,500.00	\$2,072.86	\$4,500.00	\$4,500.00
Total 12410 Clerk-Treasurer	\$127,171.03	\$150,014.47	\$129,030.00	\$74,457.19	\$133,400.00	\$127,947.00
12510 Town Manager						
1100 Salaries	\$54,500.16	\$73,887.41	\$55,590.00	\$34,076.43	\$60,000.00	\$57,500.00
1120 Bonus	\$1,000.00	\$2,000.00	\$0.00	\$1,000.00	\$0.00	\$0.00
2100 FICA/Medicare Tax	\$4,245.76	\$5,805.38	\$2,750.00	\$0.00	\$0.00	\$0.00

2110 Virginia Unemployment Ins	\$285.21	\$337.28	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
2210 IRA Contribution	\$1,016.08	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
2213 VRS	\$150.12	\$1,933.24	\$100.00	\$570.64	\$1,200.00	\$1,067.00	\$1,067.00
2300 Health Insurance	\$6,466.78	\$7,322.59	\$6,600.00	\$3,170.30	\$6,600.00	\$11,069.00	\$11,069.00
5600 Mileage Reimbursement	\$0.00	\$518.52	\$850.00	\$81.65	\$450.00	\$450.00	\$450.00
800 Miscellaneous Expense	\$0.00	\$1,178.50	\$500.00	\$0.00	\$500.00	\$500.00	\$500.00
5810 Dues and Memberships	\$0.00	\$946.00	\$750.00	\$0.00	\$750.00	\$750.00	\$750.00
Total 12510 Town Manager	\$67,664.11	\$93,928.92	\$67,140.00	\$38,899.02	\$69,500.00	\$71,336.00	\$71,336.00
Total 02 General & Financial Admin	\$240,161.12	\$284,051.60	\$230,170.00	\$118,193.44	\$231,900.00	\$228,283.00	\$228,283.00
03 Public Safety							
001 Law Enforcement							
31100 Police Department							
Total 001 Law Enforcement	\$45,497.75	\$35,000.00	\$35,000.00	\$17,500.00	\$35,000.00	\$35,000.00	\$35,000.00
002 Fire & Rescue Services							
32200 Volunteer Fire Department							
5600 Lt Purchase for Fire Dept.	\$11,492.01	\$15,340.22	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
5601 Grant (Firefighter)	\$0.00	\$0.00	\$10,000.00	\$0.00	\$10,000.00	\$10,000.00	\$10,000.00
5602 Building Maintenance	\$2,442.16	\$7,654.96	\$5,000.00	\$1,833.38	\$5,000.00	\$5,000.00	\$5,000.00
Total 002 Fire & Rescue Services	\$13,934.17	\$22,995.18	\$15,000.00	\$1,833.38	\$15,000.00	\$15,000.00	\$15,000.00
Total 03 Public Safety	\$59,431.92	\$57,995.18	\$50,000.00	\$19,333.38	\$50,000.00	\$50,000.00	\$50,000.00
04 Public Works							
43200 Maint of Gen Properties							
1100 Salaries & Wages	\$62,742.26	\$43,956.25	\$45,000.00	\$28,762.82	\$47,500.00	\$47,500.00	\$47,500.00
1110 Overtime	\$249.00	\$1,898.84	\$1,500.00	\$772.86	\$2,000.00	\$2,000.00	\$2,000.00
1120 Bonus	\$3,100.00	\$1,450.00	\$0.00	\$1,500.00	\$0.00	\$0.00	\$0.00
2100 FICA/Medicare Tax	\$5,052.81	\$3,618.85	\$7,500.00	\$0.00	\$0.00	\$0.00	\$0.00
2110 Virginia Unemployment Ins	\$341.15	\$209.83	\$660.00	\$0.00	\$0.00	\$0.00	\$0.00
2210 IRA Contribution	\$948.47	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
2213 VRS	\$172.80	\$2,787.19	\$780.00	\$538.47	\$1,100.00	\$1,100.00	\$1,100.00
2300 Health Insurance	\$15,445.68	\$24,631.95	\$22,000.00	\$12,297.05	\$25,000.00	\$25,000.00	\$25,000.00
3310 Repair & Maint Services	\$5,043.16	\$12,774.66	\$5,000.00	\$1,828.35	\$5,000.00	\$5,000.00	\$5,000.00
3320 Street Repair-Snow Removal	\$5,443.00	\$3,595.00	\$5,000.00	\$0.00	\$5,000.00	\$5,000.00	\$5,000.00
3322 Janitorial Services	\$4,471.88	\$3,509.45	\$3,600.00	\$2,125.92	\$3,600.00	\$3,600.00	\$3,600.00
5100 Electricity - Streetlights	\$13,784.03	\$13,798.53	\$12,000.00	\$5,651.54	\$11,000.00	\$11,000.00	\$11,000.00
5110 Electricity - Town Hall	\$4,178.23	\$2,534.25	\$2,600.00	\$2,058.12	\$2,750.00	\$2,750.00	\$2,750.00
5120 Heating Fuel	\$3,470.98	\$2,456.17	\$3,000.00	\$479.25	\$2,500.00	\$2,500.00	\$2,500.00
5230 Telecommunications/ Cell Phones	\$3,356.04	\$4,175.36	\$3,500.00	\$1,507.75	\$3,250.00	\$3,500.00	\$3,500.00
5308 General Liability Insur	\$15,563.00	\$18,785.00	\$20,000.00	\$0.00	\$20,000.00	\$20,000.00	\$20,000.00

5811 Uniforms & Safety Clothing	\$1,347.00	\$3,541.79	\$4,600.00	\$997.37	\$2,500.00	\$2,500.00
5812 Safety footwear	\$0.00	\$369.90	\$500.00	\$0.00	\$500.00	\$500.00
6007 Repair and Mani Supplies	\$10,130.55	\$8,168.80	\$5,000.00	\$1,116.59	\$5,000.00	\$5,000.00
6008 Vehicle & Equip. Fuel	\$5,951.67	\$3,477.15	\$2,500.00	\$1,506.27	\$3,000.00	\$3,000.00
8002 Capital Outlay	\$0.00	\$0.00	\$0.00	\$339.80	\$0.00	\$0.00
Total 43200 Maint of Gen Properties	\$160,791.71	\$155,738.97	\$144,740.00	\$61,482.16	\$139,700.00	\$139,950.00
44000 Trash Department						
33301 Brush Grinding	\$7,500.00	\$0.00	\$8,500.00	\$86.10	\$9,000.00	\$9,000.00
33201 Trash Pickup	\$81,755.32	\$81,221.51	\$83,000.00	\$39,047.00	\$82,000.00	\$82,000.00
Total 44000 Trash Department	\$89,255.32	\$81,221.51	\$91,500.00	\$39,133.10	\$91,000.00	\$91,000.00
07 Parks, Events & Cultural						
71100 Parks & Recreation						
5810 Arbor Day Celebration	\$839.00	\$2,078.19	\$0.00	\$0.00	\$2,000.00	\$2,000.00
5811 Epiphany Bon Fire	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
5812 Soup Night Cash Mob	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
5813 Acoustic Endeavors Concert	\$0.00	\$1,275.00	\$0.00	\$0.00	\$0.00	\$0.00
5814 Easter Egg Hunt	\$0.00	\$103.06	\$0.00	\$0.00	\$300.00	\$300.00
5815 Civil War History Weekend	\$0.00	\$1,095.00	\$0.00	\$0.00	\$2,000.00	\$2,000.00
5816 Buchanan Garden Festival	\$0.00	\$315.00	\$0.00	\$0.00	\$2,500.00	\$2,500.00
5817 LEU Police Bicycle Tour	\$0.00	\$0.00	\$0.00	\$0.00	\$50.00	\$50.00
5818 Botetourt County Fishing Carnival	\$0.00	\$0.00	\$0.00	\$0.00	\$75.00	\$75.00
5819 Reggae By the River	\$353.10	\$7,496.44	\$0.00	\$0.00	\$8,000.00	\$8,000.00
5820 Pork By the James BBQ Competition	\$0.00	\$6,249.36	\$0.00	\$0.00	\$8,000.00	\$8,000.00
5821 Buchanan Tri-Run, Ride River Race	\$0.00	\$1,107.77	\$0.00	\$0.00	\$0.00	\$0.00
5822 Botetourt County Fair	\$0.00	\$58.80	\$0.00	\$0.00	\$101.00	\$101.00
5823 Mountain Magic	\$0.00	\$5,024.78	\$0.00	\$111.76	\$5,000.00	\$5,000.00
5824 Christmas Parade	\$0.00	\$1,537.51	\$0.00	\$0.00	\$500.00	\$500.00
5825 Christmas Eve Luminaries	\$0.00	\$1,120.72	\$0.00	\$500.00	\$0.00	\$0.00
5826 Block Party	\$0.00	\$1,200.00	\$0.00	\$0.00	\$0.00	\$0.00
5827 Misc. Event Supplies	\$765.83	\$0.00	\$0.00	\$3,241.66	\$0.00	\$0.00
5828 Small Business Appr.		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
5829 Christmas Mrk.		-\$275.00	\$0.00	\$5,299.58	\$5,000.00	\$5,000.00
3600 Advertising	\$3,965.00	\$4,177.49	\$0.00	\$2,172.50	\$2,000.00	\$2,000.00
5840 Town Events/ Other	\$27,278.98	\$3,609.64	\$0.00	\$2,000.00	\$1,200.00	\$1,200.00
6013 Recreational Supplies	\$807.36	\$890.77	\$0.00	\$465.50	\$500.00	\$500.00
Total 71100 Parks & Recreation	\$34,009.27	\$37,064.53	\$0.00	\$13,791.00	\$37,226.00	\$37,226.00
71200 Carnival						
5999 Remittance to Botetourt Co.		\$20,000.00	\$0.00	\$0.00	\$0.00	\$0.00

[illegible]

Utility Funds

Ordinary Income/Expense

Income

3165100 Water Revenues

3165110 Water Services	\$328,878.44	\$342,889.99	\$336,602.00	\$169,044.87	\$340,000.00
3165111 Water Sales	\$777.44	\$250.00	\$600.00	\$0.00	\$500.00
3165120 Water Penalties	\$13,075.24	\$23,819.47	\$22,000.00	\$6,765.75	\$21,000.00
3165130 Reconnect Fees	\$3,480.00	\$3,900.00	\$4,000.00	\$900.00	\$4,000.00
3165190 Water Hook Up Fees	\$2,200.00	\$400.00	\$200.00	\$2,200.00	\$1,000.00
Total 3165100 Water Revenues	\$348,411.12	\$371,259.46	\$363,402.00	\$178,910.62	\$366,500.00

3165200 Sewer Revenues

3165210 Sewer Services	\$167,356.43	\$164,218.97	\$196,700.00	\$100,319.40	\$196,000.00
Total 3165200 Sewer Revenues	\$569.47	\$571.76	\$0.00		
Total 3160000 Charges for Services	\$516,337.02	\$536,050.19	\$560,102.00	\$279,230.02	\$562,500.00

3200000 Rev from Commonwealth

3240201 VA Dept of Health Grant

Total 32000000 Rev from Commonwealth

3300000 Rev from Federal Gov't

3330000 Categorical Aid

3330201 USDA SEARCH Grant

3240 Safe Drinking Water Grant

341107 Proceeds from RD Grant

Total 3330000 Categorical Aid

3300000 Rev from Federal Gov't - Other

Total 3300000 Rev from Federal Gov't

3410000 Non-Revenue Receipts

3410402 Rural Development Loan

Total 3410400 Proceeds from Debt

Total 3410000 Non-Revenue Receipts

Total Income

Expense

44100 Water Operations

1100 Salaries & Wages

\$22,574.31	\$14,566.54	\$16,000.00	\$5,811.80	\$20,000.00
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1110 Overtime	\$301.13	\$1,247.42	\$1,000.00	\$120.83	\$2,500.00
2100 FICA/Medicare	\$1,749.97	\$1,199.17	\$100.00	\$0.00	\$250.00
2110 Virginia Unemployment Tax	\$117.22	\$70.80	\$20.00	\$0.00	\$0.00
2210 IRA Contribution	\$0.00	\$0.00	\$100.00	\$0.00	\$0.00
3100 Prof Svcs & Miss Utility	\$2,593.21	\$112.32	\$250.00	\$221.01	\$1,000.00
3110 Operating Contract	\$66,896.04	\$66,896.04	\$67,000.00	\$22,298.68	\$67,000.00
3310 Repairs & Maint Contract	\$11,861.21	\$8,900.00	\$10,000.00	\$871.94	\$10,000.00
3700 Permits	\$1,813.65	\$4,538.65	\$4,600.00	\$4,502.65	\$10,000.00
5110 Utilities	\$7,997.76	\$9,968.05	\$9,000.00	\$2,646.45	\$9,000.00
5810 Dues and Memberships	\$34.02	\$10.40	\$0.00	\$0.00	\$0.00
6007 Repair & Maint Supplies	\$12,445.98	\$15,801.73	\$15,000.00	\$1,972.46	\$15,000.00
6008 Vehicle & Equip Fuels	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
6009 Vehicle & Equip Supplies	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
6014 Operating Supplies	\$3,311.81	\$13,960.33	\$5,000.00	\$9,426.90	\$15,000.00
8101 Machinery & Equipment Cost	\$0.00	\$0.00	\$2,000.00	\$2,966.66	\$4,000.00
Total 44100 Water Operations	\$131,696.31	\$137,271.45	\$130,070.00	\$50,839.38	\$153,750.00
44110 Water Filtration Plant					
3310 Repairs & Maint Contract	\$11,321.77	\$7,945.61	\$8,000.00	\$0.00	\$8,000.00
5110 Utilities	\$7,461.16	\$7,832.80	\$8,000.00	\$2,022.94	\$7,000.00
5230 Telecommunications	\$1,450.89	\$923.48	\$1,000.00	\$269.37	\$1,000.00
6014 Operating Supplies	\$2,002.20	\$3,335.05	\$2,400.00	\$965.85	\$2,200.00
8101 Machinery & Equipment Cost	\$248.57	\$0.00	\$35,500.00	\$0.00	\$0.00
Total 44110 Water Filtration Plant	\$22,484.59	\$20,036.94	\$54,900.00	\$3,258.16	\$18,200.00
44200 Sewer Operations					
5230 Telecommunications	\$1,507.96	\$2,291.30	\$2,200.00	\$1,117.98	\$2,500.00
1100 Salaries & Wages	\$9,680.04	\$12,836.25	\$11,000.00	\$3,553.40	\$11,000.00
1110 Overtime	\$1,122.00	\$1,110.00	\$1,000.00	\$0.00	\$1,000.00
2100 FICA/Medicare	\$826.36	\$1,066.89	\$60.00	\$0.00	\$60.00
2110 Virginia Unemployment Tax	\$55.51	\$62.22	\$12.00	\$0.00	\$0.00
2210 IRA Contribution	\$0.00	\$83.23	\$60.00	\$0.00	\$0.00
3100 Prof Svcs & Miss Utility	\$68.29	\$112.38	\$100.00	\$221.02	\$250.00
3110 Operating Contract	\$47,244.96	\$50,156.16	\$53,000.00	\$17,689.12	\$53,000.00
3310 Repairs & Maint Contract	\$26,111.90	\$15,300.63	\$15,000.00	\$1,079.94	\$15,000.00

3320 Sludge Disposal	\$4,421.72	\$7,578.11	\$8,000.00	\$1,988.20	\$8,000.00
3700 Permits	\$2,778.00	\$90.00	\$1,500.00	\$0.00	\$1,500.00
5110 Utilities	\$21,349.51	\$23,455.06	\$20,500.00	\$7,121.00	\$20,500.00
5410 Lease/Rent of Equipment	\$2,108.46	\$520.00	\$1,000.00	\$327.00	\$1,000.00
6007 Repair & Maint Supplies	-\$0.07	\$6,467.60	\$7,500.00	\$449.05	\$7,500.00
6009 Vehicle & Equip Supplies	\$18,428.40	\$79.20	\$0.00	\$0.00	\$0.00
6014 Operating Supplies	\$13,838.12	\$3,653.40	\$6,000.00	\$431.43	\$6,000.00
8101 Machinery & Equipment Cost	\$492.16	\$464.76	\$6,500.00	\$7,158.47	\$8,000.00
Total 44200 Sewer Operations	\$150,033.32	\$125,327.19	\$133,432.00	\$41,136.61	\$135,310.00
Total 04 Public Works					
94200 Water Projects					
94201 Water Line Replacement	\$0.00		\$0.00	\$0.00	\$0.00
94203 Water Distribution Proj	\$0.00		\$0.00	\$0.00	
94204 Water Pipe Repl Phase II	\$0.00		\$0.00		
94 Well Site	\$0.00		\$0.00		
94298 Transfer to Escrow Acct	\$0.00		\$0.00		
Total 94200 Water Projects	\$0.00		\$0.00		
94300 Sewer Projects					
94 Town Manager Salary	\$0.00		\$0.00		\$7,500.00
Treasurer/Clerk Salary	\$0.00				\$20,000.00
94302 WWTP Improvements	\$0.00	\$50,000.00	\$32,323.00	\$31,600.00	\$20,000.00
94 Misc Sewer Repairs or Truck	\$0.00	\$10,218.39	\$21,700.00		\$10,073.00
94 Engineering services	\$0.00				\$10,000.00
Total 94300 Sewer Projects	\$0.00				\$67,573.00
Total 004 Capital Projects					
005 Debt Service	\$36,705.84	\$36,234.31	\$40,000.00		
95500 Water Debt Service	\$328,881.30	\$328,870.00			
95510 Principal Payments	\$85,305.42	\$83,489.62	\$187,677.00	\$54,602.78	\$187,667.00
Total 95500 Water Debt Service	\$755,106.78	\$731,229.51	\$600,102.00	\$130,597.55	\$562,500.00
Total Expense (Deficit)	-\$212,405.45	-\$181,783.52	\$0.00	\$148,632.47	\$0.00

Health Insurance

		Year End FY18/19 YE	Year End FY19/20 YE
Treasurer/Clerk	2300 Health Insurance	\$12,008.84	\$7,229.23
Town Manager	2300 Health Insurance	\$6,466.78	\$7,322.59
Public Works	2300 Health Insurance	\$15,445.68	\$24,631.95
Community	2300 Health Insurance	\$12,106.03	\$13,415.46
Total		\$46,027.33	\$52,599.23

Budgeted FY20/21	Mid Year FY20/21	March budget Next FY FY21/22	May Budget Next FY FY21/22	Number People
\$9,000.00	\$3,005.77	\$6,500.00	\$21,047.00	2
\$6,600.00	\$3,170.30	\$6,600.00	\$11,069.00	1
\$22,000.00	\$12,297.05	\$25,000.00	\$25,000.00	2
\$13,250.00	\$5,936.10	\$12,000.00	\$12,000.00	1
\$50,850.00	\$24,409.22	\$50,100.00	\$69,116.00	6