

**June 8, 2021**

**MINUTES OF THE BROOKNEAL TOWN COUNCIL**

**7:00 PM – The regular meeting of the Brookneal Town Council**

Due to the Covid-19 pandemic, the municipal government of the Town of Brookneal met at the Brookneal Community Building, 261 Main Street, so that social distancing could be practiced properly, with the following members present:

James Nowlin, Mayor  
Richard Adams, Vice Mayor  
Barbara Laprade, Mark Wilkes, Cynthia Johnson, and Scott Fisher, Council Members  
Russell Thurston, Town Manager  
Bobbie Waller, Clerk/Treasurer  
Mike Crews, Public Works Director  
Richard Baldwin, Chief of Police  
Absent: Joseph David, Council Member

**INVOCATION AND PLEDGE OF ALLEGIANCE TO THE FLAG**

**APPROVAL OF AGENDA**

Upon motion by Mark Wilkes, seconded by Richard Adams, and unanimously carried, Council approved the agenda for the June 8, 2021 regular meeting of the Brookneal Town Council.

**MINUTES**

Upon motion by Mark Wilkes seconded by Cynthia Johnson, and unanimously carried, Council approved the minutes for the May 11, 2021, Town Council meeting.

**TREASURER’S REPORT**

Mayor Nowlin asked that the June 2021 treasurer’s report be filed for audit.

**PRESENTATION AND APPROVAL OF INVOICES**

Be it resolved that motion was made by Mark Wilkes, seconded by Barbara Laprade and unanimously carried, authorizing the payment of the invoices for the period of May 12, 2021 to June 8, 2021 in the amount of \$12,848.98.

## **POLICE REPORT**

Richard Baldwin, Chief of Police, presented the police report for May 2021. He said of the 58 calls for service, 57 were answered by the Brookneal Police Department and 1 by the Campbell County Sheriff's office. He told Council that Fun Float Day on the Staunton River is scheduled for June 26, 2021.

## **PUBLIC WORKS REPORT**

Public Works Director Mike Crews said that the CCR (Customer Consumer Report) about the water quality for the Town of Brookneal is ready and will be on the town website soon and copies will be available in the Town Hall for anyone who wants one. He said that the Dixie Boys and Girls are wrapping up their 2021 ball season this week. He also said that they have over 300 of the trash cans assembled, and they have started distributing them.

## **TOWN MANAGER REPORT**

Town Manager Russell Thurston said that he will resume having the employee lunch meetings on June 24, 2021; everyone is invited to attend. He said that he plans to have Council meetings again in the Town Council Chambers starting in July 2021. He said that he has been successful in getting some grass cut on some properties in Town. He said that they are planning to get more active in getting the trash cans delivered to residences in the next few weeks. He said that new computers will be installed in the front office this week. He said Mr. Crews has been helping Elite Recycling with some zoning and building permits; they are putting up a couple of large new buildings at the Dan River site. He said these buildings will help them to manage their business and get the Elite property cleaned up. He said since the end of the budget year is approaching, he has been working with Chief Baldwin and Ms. Waller to replace one of the police vehicles. He said that there is money left in the current year budget to purchase a new police vehicle. Chief Baldwin said currently his department has 4 vehicles (2020 Ford Explorer, 2017 Tahoe, 2011 Tahoe, and a 2009 Chevrolet Impala). He said that he wants to take the 2009 Chevrolet Impala out of service and use the 2011 Tahoe as a spare vehicle.

Mr. Thurston said that one of the public works vehicles has had mechanical problems and is not able to remain in service; it has been sold for scrap. He said that he is planning to give his 2004 Dodge truck with 217,000 miles on it to the public works department, and he is going to purchase another used truck for his use.

## **APPROVAL OF TRANSFER OF A CEMETERY DEED**

Mr. Thurston explained that Richard and Rhoda Mary Patterson had 2 graves in Wickliffe Cemetery; both of the parties have passed away and did not use the grave plots. He said their family called the Town office and expressed interest in selling those plots. Mr. Thurston said that he is purchasing the 2 cemetery plots himself and by the Town's ordinance, any transfer of cemetery plots has to be approved by the Council.

Upon motion by Richard Adams, seconded by Mark Wilkes, and unanimously carried, the Council authorized the transfer of the cemetery deed consisting of 2 grave plots in Wickliffe Cemetery from Richard and Rhoda Mary Patterson to Russell B. Thurston.

**APPROVAL/DISAPPROVAL OF THE 2021/2022 GENERAL FUND BUDGET AS PRESENTED AND ADVERTISED**

Upon motion by Richard Adams, seconded by Mark Wilkes, and unanimously carried, the Council voted to approve the 2021/2022 general fund budget as presented and advertised.

A roll call vote was taken as follows:

Mr. Wilkes	Aye	Mayor Nowlin	Aye
Mr. Adams	Aye	Ms. Johnson	Aye
Ms. Laprade	Aye	Mr. Fisher	Aye

<b>REVENUE</b>		
<b>GENERAL FUND</b>	<b>01</b>	
<b>ACCOUNT</b>	<b>NAME</b>	<b>BUDGET 21/22</b>
1101-0100	REAL ESTATE TAXES	87,000.00
1102-0100	CURRENT RE TAXES,PUBLIC SERVICE	13,000.00
1102-0300	CURRENT PP TAXES,PUBLIC SERVICE	300.00
1103-0100	PERSONAL PROPERTY	56,087.00
1103-0200	PPTRA	26,913.30
1103-0300	MOBILE HOME TAXES	0.00
1104-0100	MACHINERY & TOOLS	9,000.00
1106-0100	PENALTIES/INT,TAXES	3,000.00
1106-0200	INTEREST	0.00
1106-0300	PENALTIES/INT-BUS LIC	200.00
1201-0000	LOCAL SALES TAX	60,000.00
1201-0100	MEALS TAX	156,000.00
1202-0000	CONSUMER UTILITY TAX	28,000.00
1202-0100	COMMUNICATIONS TAX	16,000.00
1203-0100	B/L CONTRACTING	500.00
1203-0200	B/L RETAIL SALES	40,000.00
1203-0300	B/L PROF.,RE &FINANCE	
1203-0400	B/L REPAIR, PERSONAL	11,000.00
1203-0500	B/L WHOLESALE	6,500.00
1203-0600	B/L OTHER	150.00
1204-0000	FRANCHISE TAX	
1205-0000	DECALS/MOTOR VEHICLE TAX	22,625.00
1206-0000	BANK STOCK TAX	50,000.00
1303-3100	PERMITS	0.00
1401-0100	COURT FINES	1,000.00

1401-0200	PARKING FINES	0.00
1401-0300	OTHER FINES	0.00
1501-0100	INTEREST ON BANK DEPOSITS	11,000.00
1501-0200	INTEREST ON INVESTMENT	0.00
1501-0400	OTHER FROM USE OF MONEY	0.00
1502-0100	RENTAL OF RECREATIONAL	3,000.00
1502-0200	RENTAL OF GENERAL PROPERTY	0.00
1502-0300	RENTAL OF CONCESSION STAND	0.00
1502-0400	JENSEN BUILDING RENT	0.00
1502-0500	KERSEY BUILDING RENT	600.00
1608-0200	WASTE COLLECTION	26,000.00
1608-0300	WEED CUTTING,BUSHHOGGING	0.00
1899-0300	GIFTS & DONATIONS	0.00
1899-0600	SALE OF SALVAGE	0.00
1899-0700	SALE OF REAL ESTATE	0.00
1899-1200	SALE OF CEMETERY LOTS	1,000.00
1899-1300	OTHER MISC. REVENUE	1,800.00
1899-1400	TOBACCO GRANT	0.00
2201-0100	ABC PROFITS	0.00
2201-0800	DMV/ROLLING STOCK	8,500.00
2403-0200	YOUTH CONSERVATION	0.00
2403-0300	OTHER CATEGORICAL AID	0.00
2404-0100	POLICE GRANTS	33,000.00
2404-0200	DJCP LOCAL LAW ENF	0.00
2404-0300	MISC. POLICE GRANTS	0.00
2404-0700	LITER CONTROL GRANT	1,000.00
2404-1000	OTHER INCOME - CAMPBELL COUNTY	3,000.00
2404-1100	FIRE FUND	15,000.00
		<b>691,175.30</b>

EXPENSE	BUDGET FY 2021-2022	
<b>General Fund</b>		
		<b>BUDGET 21/22</b>
01-1101-5307	TOWN COUNCIL/PUBLIC	400.00
01-1101-5801	TOWN COUNCIL/OTHER	6,700.00
<b>TOTAL</b>		<b>7,100.00</b>

01-1103-1001	MAYOR – SALARY	2,000.04
01-1103-2001	MAYOR - SS/MEDI	153.00
01-1103-2002	MAYOR - VSRS	0.00
01-1103-2005	MAYOR - HOSP INS	0.00
01-1103-2011	MAYOR - WORKMAN COMP	0.00
01-1103-5500	TRAVEL	100.00
<b>TOTAL</b>		<b>2,253.04</b>
01-1201-1001	TOWN MANAGER - SALARY	56,435.82
01-1201-2001	TOWN MANAGER - SS/MEDI	4,294.39
01-1201-2002	TOWN MANAGER - VSRS	7,769.20
01-1201-2005	TOWN MANAGER - HOSP	0.00
01-1201-2006	TOWN MANAGER - LIFE	752.22
01-1201-2011	TOWN MANAGER - WORKM	0.00
01-1201-5408	TOWN MANAGER - VEHICLE	1,250.00
01-1201-5409	TOWN MANAGER-VEHICLE FUEL	1,500.00
01-1201-5500	TOWN MANAGER - TRAVEL	600.00
01-1201-5801	TOWN MANAGER - DUES	90.00
<b>TOTAL</b>		<b>72,691.63</b>
01-1202-1001	TREASURER - SALARY	39,258.40
01-1202-1002	TREASURER - OVERTIME	1,200.00
01-1202-2001	TREASURER - SS/MEDI	3,095.07
01-1202-2002	TREASURER - VSRS	5,391.84
01-1202-2005	TREASURER - HOSPITAL	14,505.00
01-1202-2006	TREASURER - LIFE INS	522.04
01-1202-2011	TREASURER - WORKMANS	0.00
01-1202-5500	TREASURER - TRAVEL	200.00
01-1202-5801	TREASURER - DUES & SUB	200.00
<b>TOTAL</b>		<b>64,372.35</b>
01-1203-1001	REC/CASHIER - SALARY	3,490.82
01-1203-1001	REC/CASHIER - OVERTIME	0.00
01-1203-2001	REC/CASHIER - SS/MED	267.05
01-1203-2002	REC/CASHIER - VSRS	0.00
01-1203-2005	REC/CASHIER - HOSP	0.00
01-1203-2006	REC/CASHIER - LIFE INS	0.00
01-1203-2011	REC/CASHIER - WORKM	0.00

01-1203-5500	REC/CASHIER - TRAVEL	0.00
01-1203-5801	REC/CASHIER - DUES	0.00
<b>TOTAL</b>		<b>3,757.87</b>
01-1204-3002	LEGAL AND PROFESSIONAL	3,000.00
<b>TOTAL</b>		<b>3,000.00</b>
01-1208-3002	AUDITOR	5,000.00
<b>TOTAL</b>		<b>5,000.00</b>
01-1220-0000	TEMP EMPLOYEES	0.00
<b>TOTAL</b>		<b>0.00</b>
01-1226-3006	PRINTING & BINDING	0.00
01-1226-3007	ADVERTISING	2,500.00
<b>TOTAL</b>		<b>2,500.00</b>
01-1227-5401	OFFICE SUPPLIES	7,800.00
01-1227-5403	INFORMATION TECH	4,000.00
01-1227-5411	BOOKS & SUBSCRIPTIONS	400.00
<b>TOTAL</b>		<b>12,200.00</b>
01-1228-5201	POSTAL SERVICES	2,000.00
01-1228-5203	TELECOMMUNICATIONS	6,650.00
<b>TOTAL</b>		<b>8,650.00</b>
01-1229-5308	GEN LIABILITY INS	4,567.00
01-1229-5309	AUTO INS	2,741.00
01-1229-5310	PROPERTY INS	23,000.00
<b>TOTAL</b>		<b>30,308.00</b>
01-2401-5606	W&S LOANS PAYABLE	0.00
<b>TOTAL</b>		<b>0.00</b>

01-3101-1001	POLICE - SALARIES	121,447.16
01-3101-1002	POLICE - OVERTIME	4,000.00
01-3101-2001	POLICE - SS/MEDICARE	9,596.70
01-3101-2002	POLICE - VSRS	9,685.34
01-3101-2005	POLICE -HOSPITAL INS	26,090.88
01-3101-2006	POLICE - LIFE INS	937.74
01-3101-2011	POLICE - WORKMAN	4,000.00
01-3101-5203	POLICE - TELECOMMUN	5,400.00
01-3101-5308	POLICE - LIABILITY INS	4,000.00
01-3101-5309	POLICE-LINE OF DUTY ACT	2,089.00
01-3101-5401	POLICE - SUPPLIES	4,000.00
01-3101-5403	POLICE - INFORMATION TECH	3,500.00
01-3101-5407	POLICE - REPAIRS & MAINT	5,500.00
01-3101-5408	POLICE - VEHICLE FUEL/OIL/ETC	8,600.00
01-3101-5410	POLICE - UNIFORMS	1,500.00
01-3101-5411	POLICE - BOOKS & SUBSCR	200.00
01-3101-5412	POLICE - REPLACE CARS	4,000.00
01-3101-5413	POLICE - SEIZURE	0.00
01-3101-5500	POLICE - TRAVEL	1,500.00
01-3101-5601	LOCAL LAW ENFORCEMENT	0.00
01-3101-5801	POLICE - DUES & MEMBER	1,500.00
01-3101-5805	POLICE - MISC	200.00
<b>TOTAL</b>		<b>217,746.82</b>
01-3202-5604	FIRE DEPT - OPERATING	15,000.00
01-3202-7001	FIRE DEPT - EQUIPMENT	0.00
<b>TOTAL</b>		<b>15,000.00</b>
01-3203-5309	RESCUE SQUAD INSURANCE	0.00
01-3203-5604	RESCUE SQUAD	0.00
<b>TOTAL</b>		<b>0.00</b>
01-4101-1001	PUBLIC WORKS - SALARY	43,497.44
01-4101-1002	PUBLIC WORKS - OVERTIME	4,000.00
01-4101-2001	PUBLIC WORKS - SS/MEDI	3,633.55
01-4101-2002	PUBLIC WORKS - VSRS	5,978.52
01-4101-2005	PUBLIC WORKS - HOSPITAL	7,068.96
01-4101-2006	PUBLIC WORKS - LIFE INS	578.85

01-4101-2011	PUBLIC WORKS - WORKMANS	0.00
01-4101-5411	PUBLIC WORKS - BOOKS	0.00
01-4101-5500	PUBLIC WORKS - TRAVEL	0.00
01-4101-5801	PUBLIC WORKS - DUES	40.00
<b>TOTAL</b>		<b>64,797.32</b>
01-4102-1001	STREETS - SALARIES	24,573.36
01-4102-1002	STREETS - OVERTIME	800.00
01-4102-1003	STREETS - SUMMER GROUNDS	0.00
01-4102-1004	STREETS - TEMP	0.00
01-4102-2001	STREETS - SS/MEDICARE	1,941.06
01-4102-2002	STREETS - VSRS	3,359.43
01-4102-2005	STREETS - HOSPITAL INS	8,836.20
01-4102-2006	STREETS - LIFE INS	325.26
01-4102-2011	STREETS - WORKMAN COMP	1,050.00
01-4102-2012	GF--VIRGINIA LOCAL DISABILITY (VRS)	220.00
01-4102-5407	STREETS - REPAIRS	5,000.00
01-4102-5408	STREETS - VEHICLE SUPP	1,800.00
01-4102-5409	STREETS - FUEL	3,000.00
01-4102-5409	INMATE WORKER PROGRAM	0.00
01-4102-5801	STREETS - SAFETY EQUIP	1,100.00
<b>TOTAL</b>		<b>52,005.31</b>
01-4104-5100	STREET LIGHTING	26,700.00
<b>TOTAL</b>		<b>26,700.00</b>
01-4203-1001	SANITATION - SALARIES	28,172.00
01-4203-1002	SANITATION - OVERTIME	0.00
01-4203-2001	SANITATION - SS/MEDICARE	2,155.16
01-4203-2002	SANITATION VSRS	0.00
01-4203-2005	SANITATION - HOSPITAL	0.00
01-4203-2006	SANITATION - LIFE INS	0.00
01-4203-2011	SANITATION - WORKMANS	1,867.00
01-4203-5407	SANITATION - REPAIRS	4,000.00
01-4203-5408	SANITATION - VEHICLE SUP	1,200.00
01-4203-5409	SANITATION - FUEL	6,500.00
01-4203-5412	SANITATION - REPLACE V	0.00

01-4203-5801	SANITATION - SAFETY EQUIP	1,100.00
<b>TOTAL</b>		<b>44,994.16</b>
01-4302-5101	ELECTRICAL SERVICE	5,300.00
01-4302-5102	HEATING SERVICE	5,000.00
01-4302-5103	WATER & SEWER	1,104.00
01-4302-5405	HOUSEKEEPING SUPPLIES	1,200.00
01-4302-5407	GENERAL PROP. - REPAIR	5,500.00
01-4302-5408	JENSEN BUILDING EXP	0.00
01-4302-5409	KERSEY BUILDING EXP	1,200.00
01-4302-5804	AIRPORT	6,000.00
<b>TOTAL</b>		<b>25,304.00</b>
01-7104-5101	RECREATION - ELECTRIC	6,000.00
01-7104-5102	RECREATION - HEATING	6,500.00
01-7104-5103	RECREATION - WATER & SEWER	1,104.00
01-7104-5405	RECREATION - HOUSEKEEPING	9,300.00
01-7104-5407	RECREATION - REPAIRS	1,800.00
01-7104-5408	RECREATION - VEHICLE & SUPPL	1,200.00
01-7104-5409	RECREATION - FUEL	420.00
<b>TOTAL</b>		<b>26,324.00</b>
01-7105-5101	LIBRARY - ELECTRICAL	0.00
01-7105-5102	LIBRARY - HEATING	0.00
01-7105-5103	LIBRARY - WATER & SEWER	552.00
01-7105-5407	LIBRARY - REPAIRS & MAINT	0.00
<b>TOTAL</b>		<b>552.00</b>
01-8102-7010	CONTINGENCY FUND	5,918.80
01-8102-7006	HEALTH INSURANCE RESERVE FUND	0.00
01-8102-7007	VEHICLE REPLACEMENT RESERVE	0.00
<b>TOTAL</b>		<b>5,918.80</b>
01-8106-7009	CAPITAL IMPROVEMENTS	0.00
<b>TOTAL</b>	<b>EXPEND FOR FUND</b>	<b>691,175.30</b>

**APPROVAL/DISAPPROVAL OF THE 2021/2022 WATER FUND BUDGET AS PRESENTED AND ADVERTISED**

Upon motion by Richard Adams, seconded by Scott Fisher, and unanimously carried, the Council voted to approve the 2021/2022 water fund budget as presented and advertised.

A roll call vote was taken as follows:

Mr. Wilkes	Aye	Mayor Nowlin	Aye
Mr. Adams	Aye	Mr. Fisher	Aye
Ms. Johnson	Aye	Ms. Laprade	Aye

**APPROVAL/DISAPPROVAL OF THE 2021/2022 SEWER FUND BUDGET AS PRESENTED AND ADVERTISED**

Upon motion by Richard Adams, seconded by Cynthia Johnson, and unanimously carried, the Council voted to approve the 2021/2022 sewer fund budget as presented and advertised.

A roll call vote was taken as follows:

Mr. Wilkes	Aye	Mayor Nowlin	Aye
Mr. Adams	Aye	Mr. Fisher	Aye
Ms. Johnson	Aye	Ms. Laprade	Aye

Revenue	Budget FY 21/22	21/22 BUDGET	21/22 BUDGET	21/22 BUDGET
UTILITY FUND	02	BUDGET	WATER	SEWER
1100-0000	WATER & SEWER RENTS	406,045.97	265,797.10	140,248.87
1200-0000	WATER & SEWER CONNECTIONS	2,500.00	1,250.00	1,250.00
1300-0000	CUT ON FEES	5,200.00	5,200.00	
1400-0000	W&S PENALTIES	8,000.00	4,000.00	4,000.00
1500-0000	W&S INTEREST	9,000.00	4,500.00	4,500.00
1600-0000	CAMPBELL CO. GRANT	48,000.00	7,564.90	40,435.10
1700-0000	W&S MISC. REVENUE	2,500.00	1,250.00	1,250.00
1800-0000	TOWN RESERVOIR FISHING PERMITS	600.00	600.00	
<b><u>TOTALS</u></b>		<b><u>481,845.97</u></b>	<b><u>290,162.00</u></b>	<b><u>191,683.97</u></b>

EXPENSE	BUDGET FY 2021-2022			
			<b>21/22 BUDGET</b>	<b>21/22 BUDGET</b>
<b>02</b>	<b>WATER AND SEWER FUND</b>		<b>WATER</b>	<b>SEWER</b>
02-1101-1001	ADMIN - SALARIES	0.00		
02-1101-1002	ADMIN - OVERTIME	0.00		
02-1101-2001	ADMIN - SS/MEDI	0.00		
02-1101-2002	ADMIN - VSRS	0.00		
02-1101-2005	ADMIN - HOSPITAL INS	0.00		
02-1101-2006	ADMIN - LIFE INS	0.00		
02-1101-2011	ADMIN - WORKERS COMP	0.00		
02-1101-5500	ADMIN - TRAVEL	0.00		
02-1101-5801	ADMIN - DUES	0.00		
<b>TOTAL</b>		<b>0.00</b>		
02-1102-3002	LEGAL SERVICES	0.00	0.00	0.00
<b>TOTAL</b>		<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
02-1103-3002	AUDITOR	4,750.00	2,375.00	2,375.00
<b>TOTAL</b>		<b>4,750.00</b>	<b>2,375.00</b>	<b>2,375.00</b>
02-1104-3002	ENGINEER	0.00	0.00	0.00
<b>TOTAL</b>		<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
02-1105-5401	W&S - OFFICE SUPPLIES	2,000.00	1,000.00	1,000.00
02-1105-5402	W&S - STATE FEES	7,900.00	3,160.00	4,740.00
02-1105-5403	W&S - INFORMATION TECH	4,100.00	2,460.00	1,640.00
02-1105-5408	W&S - VEHICLE SUPPLIES		0.00	
02-1105-5411	BOOKS & SUB			
02-1105-5413	W&S OTHER	150.00	75.00	75.00
<b>TOTAL</b>		<b>14,150.00</b>	<b>6,695.00</b>	<b>7,455.00</b>
02-1106-5201	W&S POSTAL SERVICES	2,600.00	1,820.00	780.00
02-1106-5203	W&S TELECOMMUNICATIONS	3,200.00	2,240.00	960.00

<b>TOTAL</b>		<b>5,800.00</b>	<b>4,060.00</b>	<b>1,740.00</b>
02-1101-1001	ADMIN. ASSISTANT SALARY	5,212.85	3,127.71	2,085.14
02-1101-2001	ADMIN. ASSISTANT-SS/MED	398.79	239.27	159.52
<b>TOTAL</b>		<b>5,611.64</b>	<b>3,366.98</b>	<b>2,244.66</b>
02-1120-0000	TEMP EMPLOYEE	0.00	0.00	0.00
<b>TOTAL</b>		<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
02-2030-1001	PUBLIC WORKS SALARY	10,749.44	6,449.66	4,299.78
02-2030-1002	PUBLIC WORKS OVERTIME	1,000.00	600.00	400.00
02-2030-2001	PUBLIC WORKS MED/SS	898.84	539.30	359.54
02-2030-2002	PUBLIC WORKS VSRS	1,487.72	892.63	595.09
02-2030-2005	PUBLIC WORKS HOSPITAL INSURANCE	1,767.24	1,060.34	706.90
02-2030-2006	PUBLIC WORKS LIFE INSURANCE	144.04	86.42	57.62
02-2030-2011	PUBLIC WORKS WORKERS COMP	0.00	0.00	0.00
02-2030-5500	PUBLIC WORKS TRAVEL			
02-2030-5801	PUBLIC WORKS DUES	0.00	0.00	0.00
<b>TOTAL</b>		<b>16,047.28</b>	<b>9,628.35</b>	<b>6,418.93</b>
02-2101-1001	FILTER PLANT - SALARIES	108,000.00	75,600.00	32,400.00
02-2101-1002	FILTER PLANT - OVERTIME			
02-2101-2001	FILTER PLANT - SS/MEDI			
02-2101-2002	FILTER PLANT - VSRS			
02-2101-2005	FILTER PLANT - HOSPITAL			
02-2101-2006	FILTER PLANT - LIFE INS			
02-2101-2011	FILTER PLANT - WORKMAN COMP			
02-2101-5500	FILTER PLANT - TRAVEL			
<b>TOTAL</b>		<b>108,000.00</b>	<b>75,600.00</b>	<b>32,400.00</b>
02-2102-3003	FILTER PLANT - ANALY	13,100.00	13,100.00	
02-2102-3004	FILTER PLANT TREATMENT	25,000.00	25,000.00	
02-2102-5101	FILTER PLANT - ELECTRIC	12,200.00	12,200.00	
02-2102-5102	FILTER PLANT - HEATING	4,500.00	4,500.00	
02-2102-5203	FILTER PLANT - TELECOM	720.00	720.00	

02-2102-5401	FILTER PLANT - OFFICE	0.00	0.00	
02-2102-5403	FILTER PLANT - INFORMATION TECH	0.00	0.00	
02-2102-5407	FILTER PLANT - REPAIR	6,000.00	6,000.00	
02-2102-5408	FILTER PLANT - VEHICLE	0.00	0.00	
02-2102-5409	FILTER PLANT - FUEL	0.00	0.00	
02-2102-5411	FILTER PLANT - BOOKS	0.00	0.00	
02-2102-5801	FILTER PLANT - SAFETY EQUIP	1,140.00	1,140.00	
02-2102-5805	FILTER PLANT - MISC	0.00	0.00	
<b>TOTAL</b>		<b>62,660.00</b>	<b>62,660.00</b>	
02-2103-3003	SEWER PLANT - ANALYT	14,000.00		14,000.00
02-2103-3004	SEWER PLANT - TREATMENT	3,000.00		3,000.00
02-2103-5100	SEWER PLANT - FEMA/95F	0.00		0.00
02-2103-5101	SEWER PLANT - ELECTRIC	13,000.00		13,000.00
02-2103-5102	SEWER PLANT - PUMP STATION ELEC	800.00		800.00
02-2103-5407	SEWER PLANT - REPAIRS	2,000.00		2,000.00
02-2103-5408	SEWER PLANT - VEHICLE	0.00		0.00
02-2103-5409	SEWER PLANT - OUTFALL RE	0.00		0.00
02-2103-5410	SEWER PLANT - VEHICLE FUEL(NEW08/09)	0.00		0.00
02-2103-5411	SEWER PLANT - BOOKS	0.00		0.00
02-2103-5805	SEWER PLANT - MISC	0.00		0.00
<b>TOTAL</b>		<b>32,800.00</b>		<b>32,800.00</b>
02-2301-1001	W&S SALARIES	59,651.20	29,825.60	29,825.60
02-2301-1002	W&S OVERTIME	3,000.00	1,500.00	1,500.00
02-2301-2001	W&S SS/MEDICARE	4,792.81	2,396.40	2,396.41
02-2301-2002	W&S VSRS	8,172.69	4,086.34	4,086.35
02-2301-2005	W&S HEALTH INS	29,010.00	14,505.00	14,505.00
02-2301-2006	W&S LIFE INS	791.29	395.64	395.65
02-2301-2011	W&S WORKMANS COMP	1,867.39	933.69	933.70
02-2301-2012	W&S VA LOCAL DISABILITY PROGRAM	400.00	200.00	200.00
<b>TOTAL</b>		<b>107,685.38</b>	<b>53,842.67</b>	<b>53,842.71</b>
02-2302-2001	SEWER - ARCH/ENG FEES			
02-2302-3001	SEWER - INSPECTION FEES			

02-2302-4001	SEWER - CONNECTION FEES			
02-2302-5001	SEWER - CONSTRUCTION FEES			
02-2302-5407	W&S - REPAIR	23,000.00	13,800.00	9,200.00
02-2302-5408	W&S VEHICLE SUPPLIES	1,200.00	720.00	480.00
02-2302-5409	W&S VEHICLE FUEL (NEW FOR 08/09)	4,500.00	3,150.00	1,350.00
02-2302-5801	W&S - SAFETY EQUIP	960.00	672.00	288.00
02-2302-5805	W&S - MISC			
02-2302-5806	W&S - INFLOW & INFILT			
02-2302-5807	W&S PUMP STATION	5,000.00		5,000.00
<b>TOTAL</b>		<b>34,660.00</b>	<b>18,342.00</b>	<b>16,318.00</b>
02-0032-0000	BONDS PAYABLE	0.00		0.00
02-2401-5605	WATER & SEWER BOND INTEREST	0.00		0.00
02-2401-5606	W&S OTHER INTEREST	0.00		0.00
02-2401-5607	W&S DEPRECIATION			
02-2401-5608	W&S GEN FUND LOAN			
02-2401-7010	CONTINGENCY FUND	34,589.67	0.00	34,589.67
02-2401-7011	HEALTH INSURANCE CONTINGENCY FUND	3,000.00	1,500.00	1,500.00
<b>TOTAL</b>		<b>37,589.67</b>	<b>1,500.00</b>	<b>36,089.67</b>
02-2501-6001	W&S - CAPITAL IMPROVEMENTS	52,092.00	52,092.00	
<b>TOTAL</b>		<b>52,092.00</b>	<b>52,092.00</b>	
<b><i>TOTAL</i></b>	<b><i>WATER &amp; SEWER FUND</i></b>	<b><i>481,845.97</i></b>	<b><i>290,162.00</i></b>	<b><i>191,683.97</i></b>

### REQUEST FOR TRANSFERS OF APPROPRIATION

Upon motion by Mark Wilkes, seconded by Cynthia Johnson, and unanimously carried, the Council voted to approve the following request for transfers of appropriation as outlined by the treasurer.

## REQUEST FOR TRANSFERS OF APPROPRIATION

**To: Brookneal Town Council**

**Date: June 8, 2021**

**The following Appropriation Transfers are requested for FY2021:**

<u>Category---Expense</u>	<u>INCREASE</u>	<u>New Total</u>	<u>Balance in Account</u>
Legal and Professional--01-1204-3002	\$ 600.00	\$ 6,051.00	\$ 289.29

<u>Category---Revenue</u>	<u>DECREASE</u>	<u>New Total</u>	<u>Balance in Account</u>
Contingency Fund—01-8102-7010	\$ 600.00	\$18,126.75	\$ 18,126.75

To cover the cost of legal expenses for collection of real estate taxes. These costs will be reimbursed once delinquent real estate taxes are collected.

<u>Category---Expense</u>	<u>INCREASE</u>	<u>New Total</u>	<u>Balance in Account</u>
Police Telecommunications —01-3101-5203	\$ 700.00	\$ 4,759.00	\$ 384.59

<u>Category---Revenue</u>	<u>DECREASE</u>	<u>New Total</u>	<u>Balance in Account</u>
Contingency Fund—01-8102-7010	\$ 700.00	\$ 17,426.75	\$ 17,426.75

To cover the cost of telecommunications through the rest of FY21.

<u>Category---Expense</u>	<u>INCREASE</u>	<u>New Total</u>	<u>Balance in Account</u>
Sanitation Repairs & Maint. —01-4203-5407	\$ 500.00	\$ 59,494.00	\$ 322.49

<u>Category---Revenue</u>	<u>DECREASE</u>	<u>New Total</u>	<u>Balance in Account</u>
Contingency Fund—01-8102-7010	\$ 500.00	\$ 16,926.75	\$ 16,926.75

To cover the cost of repairs to the sanitation truck.

<u>Category---Expense</u>	<u>INCREASE</u>	<u>New Total</u>	<u>Balance in Account</u>
Kersey Bldg.Expense. —01-4302-5409	\$ 255.00	\$ 1,455.00	\$ 151.96

<u>Category---Revenue</u>	<u>DECREASE</u>	<u>New Total</u>	<u>Balance in Account</u>
Contingency Fund—01-8102-7010	\$ 255.00	\$ 16,671.75	\$ 16,671.75

To cover the cost of expenses at the Kersey Bldg. that have gone over budget for FY21.

<u>Category---Expense</u>	<u>INCREASE</u>	<u>New Total</u>	<u>Balance in Account</u>
Recreation Repairs & Maint.--01-7104-5407	\$ 2,000.00	\$ 8,800.00	\$ 224.42
<u>Category---Revenue</u>	<u>DECREASE</u>	<u>New Total</u>	<u>Balance in Account</u>
Contingency Fund—01-8102-7010	\$ 2,000.00	\$14,671.75	\$ 14,671.75

To cover the cost of repairs and maintenance at the community building and ball park that went over budget for FY21.

**Respectfully requested by:**

\_\_\_\_\_  
Treasurer

\_\_\_\_\_  
Date

**COMMITTEE RECOMMENDATIONS**

Physical Development Committee Chairperson Mark Wilkes said that his committee met at 6:00 p.m. prior to this meeting to discuss derelict properties in the Town. Mr. Wilkes said his committee's recommendation was to ask Council to allocate some money in the budget for the purpose of having funds to pay an outside provider to clean up these properties (mow the grass and move items in the way as needed).

- **MOTION TO ALLOCATE FUNDS FROM THE BUDGET FOR THE PURPOSE OF MAINTAINING PROPERTIES**

He offered a motion to allocate \$1,000 from the budget for the purpose of maintaining properties in the Town with that maintenance to be done by an outside contractor and not the Town staff. The motion was seconded by Richard Adams, and was unanimously carried. In response to a question from Chief Baldwin, Mr. Thurston said that he would make a list of at least 5 providers who would be available to mow these lawns if necessary.

**ITEMS FROM TOWN COUNCIL**

Councilperson Wilkes said that families are using the ballpark facilities and leaving their trash; they are not cleaning up after themselves. He asked about having people to report to the Town Hall when they are using the ballpark facilities, so that someone can be held accountable for cleaning up the facilities after their use. Mr. Crews said that the ball park facilities are available on a first come, first serve basis.

**ADJOURNMENT**

Upon motion by Mark Wilkes, seconded by Barbara Laprade, and unanimously carried, Mayor Nowlin announced that the June 8, 2021 Council meeting was adjourned.

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Bobbie A. Waller  
Clerk/Treasurer

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James Nowlin  
Mayor