

Town of Chatham Council Agenda

Chatham Fire Station 35 Depot St., Chatham, VA March 11, 2024 Town Council: Mayor A. Davis
T.D. Easley
J.R. Bishop
W.P. Black
H. Hurt
Vice-Mayor I.W. Perry
R.B. Thompson

REGULAR COUNCIL MEETING

- 1. CALL TO ORDER 7:00 PM
- 2. ROLL ALL
- 3. INVOCATION
- 4. PLEDGE OF ALL GIA
- 5. ITEMS TO BE ADDED TO A ENDA
- 6. APPROVAL OF AGENDA
- 7. RECOGNITION OF CITIZENS AND PULL COMMENTS
- 8. PRESENTATIONS
 - A. Donald Motley
 - B. Proximity for Justice

9. REPORTS FROM STAFF

- A. Town Manager
- B. Public Works (Inframark)
- C. Chief of Police
- D. Fire Chief
- E. Clerk/Treasurer

10. CONSENT AGENDA

- A. Approval of Minutes
- B. Approval of Bills Paid
- C. Total bills, paid and salaries \$267,593.36



11. UNFINISHED BUSINESS

A. NONE

12. NEW BUSINESS

A. Motion to approve acceptance of \$10,000.00 grant from Chatham First upgrades to Frances Hurt Park.

Janet Bishop, Chair Growth and Renewal Committee

- B. Motion to approve the transfer of funds for documentation and transparency to Chatham Volunteer Fire Department \$29,897.50

 Irvin Perry, Chair Finance Committee (Police & Fire)
- C. Notice of approve Chief Lawson's requirements and qualifications for the police record no later than November 2024 and forward to the town manager for adverticing the publishers. And social media outlets requesting resumes to be forwarded to a mail to Town Manager or address to Town Manager via United States Postal Service. Town manager will distribute, received resumes to Chief Lawson, and all members to our Council. That includes the Personnel Committee and the Mayor. Irvin Perry, Chair man Committee (Police & Fire)
- D. Motion to approve the Resource Committee's defining the requirements and qualifications for the Chief of tallicand forward not before January 2025 to Town Manager for advertising via public around social media outlets requesting resumes to be forwarded via e-mail to the town to anger or address to town manager via USPS. Town manager will distribute, recommendate the personnel Committee, and the Mayor. Irvin Perry, Chair Finance (Police & Te)
- E. Motion to approve the Employee Progress w faluation form and the use of the form.

Teresa Easley, Chair Personnel Committee

- F. Motion to approve the adoption of the Volunteer Service Hours

 Teresa Easley, Chair Personnel Committee
- G. Motion to approve the removal from personnel manual on page 17 Section C item #4. Teresa Easley, Chair Personnel Committee
- H. Motion to approve the Hillcrest Burial Park entrance repairs; wrap columns with dark waterproof Genstone and install dark fence Irvin Perry, Chair Public Services

- I. Motion to approve the purchase of Trimble equipment for GIS/Assessment Management System not to exceed \$5,000.00.

 Irvin Perry, Chair Public Services
- J. Motion *to* approve the purchase of downtown signposts not to exceed \$3,500.00. *Irvin Perry, Chair Public Services*
- K. Motion to approve installation of carpet in Town Hall not to exceed \$5,500.00. *Irvin Perry, Chair Public Services*
- L. Motion to approve the repairs to Silas Moore Park Pavilion not to exceed \$11,000.00 *Irvinerry, Chair Public Services*
- M. otion approve the Crews Construction bid for the Rison Street Sewer Line exceed \$200,000.00 and use the Federal ARPA funds for the project.

 Robert of pseudoscient Water Sewer & Solid Waste
- N. Motion to ertise ended budget Irvin Perry, Classif nce (Police & Fire)

13. REPORTS FROM THE MAYOR AND MAITTEES

A. Finance	Perry
B. Growth and Renewal	Bishop
C. Ordinance and Charter	Black
D. Personnel	Easley
E. Public Services	Perry
F. Water, Sewer & Solid Waste	Thompson
G. Mayor's Report	Davis

MEETINGS AND EVENTS

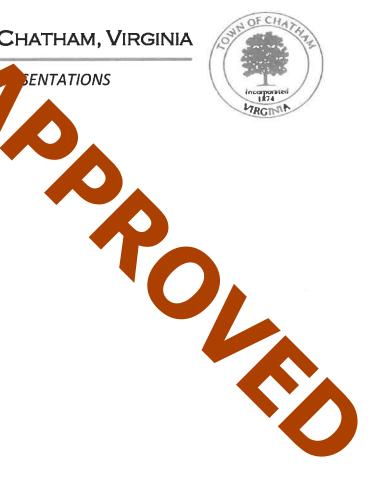
April 8, 2024	7:00 pm	Chatham Town Council Meeting	Stati
April 27, 2024		VA-Carolina Classic Chevy Club Car	Main Street

Show

14. ADJOURN



T C CHATHAM, VIRGINIA SENTATIONS





Tow of Chatham, Virginia ORTS FROM STAFF





Town Manager's Report

The month since the last Council meeting was spent working with various committees, multiple citizens, completing Chatham Memorial cleanup, storting the design and setup of both the Asset Management System ew whosite, and working the budget process.

INTERN. FC

- Continue to the use of Microsoft Teams for ease of communication sharing, task assignment/sharing/visibility.
- Recommended rso el Policy updates to committee
- Started the data countries and input process for the Asset
 Management System
 - Started the process of a put for TOC GIS pages
 - TOC Zoning update for all parcels
 - TOC GIS page linked by water
 - Building secured layers or water & waste water systems
 - Requesting to purchase 7 the Equipment to geolocate valves & other critical to ponents & insert to GIS
- Participated in webinars/conferences/meetings:
 - VDH Lead/Copper Pipe Inventory Program
 - WPPDC project update meeting
 - VDOT Ready-Set-Go Grant Application (sidewalks)
 - Cherrystone Dams project monthly meeting
 - o Regional Health Collaborative
 - o Rural Safe Roads program
 - Southwest VA Regional Housing

- DEQ/SWVA Rural Water
- o VA811
- PittCo Schools water/sewer expansion
- VRWA
- VT Safe Roads
- VA Dam Owners Certification & Education
- Parcipated in Committee Meetings:
 - o blic Services
 - pace Committee
 - o rsoprel Committee
 - Ver ewer, Solid Waste
 - o Grov 1 & le ewal
- Overseeing the water to replacement project by Bitter Creek Construction. Approximately % completed
 - 6 meters remaining
 5RAMARK installing
 - Eye on Water roll
 - All administrative some mbers have accounts
 - Only 79 (+5) ut of 50 customers have signed up for Eye on Vators
- Submitting funding allocation requests formanning rojects based on approved 2023-24 budget
 - o Trimble Equipment
 - Silas Moore Park
 - Rison St sewer replacement
- Identified and scheduled grant opportunities
 - Attending virtual webinar for DRCS and DEQ funding for high-hazard dam rehabilitation
 - Accepted into VDOT Ready, Set, Go program for sidewalk replacement and installation

- Replace Reid St for safety & current code requirements
- New sidewalks on Peach ST, from Holt to Pruden
- No obligation as this is the first step. VDOT will do detailed study and project costs. We then talk monies available, cost share or not, 1 big project or 3 smaller
- Beginning design of new website with CivicPlus
- Socia Media
 - 30 ay stats
 - i pre si (s)
 - Installin & Thead 438 (+15) 27 engagements, 241 reached (+38.5%)
 - Facebook Bloom 1572 engagements 860-Post reached 3019 viewers in last 1219
 - Nextdoor Total Improves 1122

(Engagement: The number content received from users (likes, comments, shares, say s, tc.) Impressions: The number of times your content is displayed.

INFRAMARK (Shared Expectations & Manager erformance)

- Participated in bi-weekly meetings sharing the ces, areas needing more focus, and shared support
 - Primary concern is the lack of manpower
- Chatham Memorial Cleanup completed
 - Signs of "open hours" posted
- Continued the weekly morning walks of downtown area.
- Continued reviewing work requests, work orders, and monthly reports
- Rison St sewer line replacement project up for Council Approval tonight

- Sodium hypochlorite project at Water Treatment Plant completed. Technical issues being resolved
 - Lack of project management oversight main cause of technical issues
- Working to solve turbidity issues at Water Treatment Plant
 - Decreases the efficiency of water plant
 - A contractor will clean out the wet well to remove
 sand & silt build up (maint cap)
- Water Treatment Plant new UV project started.
 - lled 1 of 2 systems and tested.
 - of waiting a part to complete the installation of second solvery date this week
- Reviewing INFR Mark that the reporting
- Inspected cemeteries and upkeep
 - Behind on clearing av & branches due to lack of manpower
- Reviewed VA 811 ticket reports
- Continued to push for completion completion
 - Replacement of water fountain
 - Repair of Francis Hurt Park waking tr
- Will be replacing downtown signposts and sign
 - Two broken by illegal U-turns running in them
 - Drivers crossing center line and running crosswalk signs

EXTERNAL FOCUS

 Working with Town Attorney and Town Clerk regarding liens against properties for clean-up and building removals

- Working with Town Attorney and Dewberry to obtain utility easements in support of our freshwater intake, and new water line projects – letters mailed out
 - Project submitted for final permitting new personnel at
 DEQ required resubmittal of answers to previous questions
 - Expecting permitting by mid-January and bid package to be
 eady by end of March 2024 (changed by a month)
- Verking with Town Attorney and CVFD & their attorney to for tax at a prestatus
- Joined Moor Day to visit Halifax officials regarding their Farmers/Tour Worket program
- Federal ARPA Fond sea line
 - Need to be obligated Dec 2024
 - Need to be spent 2026
 - TOC Council bookmarket and s for water/sewer projects
 - Water, Sewer, Solid W.st ...mmittee has for actions
- Final Engineering and project extincte for the dam rehabilitation of Cherrystone 1 & 2 submitted to lick or for review
- Lead & Copper service line inventory in works
 - We are required to complete an inspection approximately 120 randomly selected to the throughout our water system
 - Report is due 16 October 2024
- SOVA is delayed in moving radiology equipment out of the Chatham Medical Centre
 - Expected update on new schedule by end of March 2024
- Received approval for work on HWY 57 West bridge and area
 - o Growth & Renewal meeting scheduled
- In-work projects

- Implementation of GIS/Asset Management Program (funded in 2019)
 - Regular project meetings ongoing
 - TOC zoning classifications updated for our GIS page
- Responded to 3 zoning questions, and 1 structure status question, 3 contractor questions
- Worked with PittCo Schools to identify possibility of connecting
 Catha Elementary to our local sewer system
- Specifical ding permits
 - O LW IV.C system
- Worked can citizens to identify 6 grave sites, and marked 7 grave sites and the eral-homes



FEBRUARY- 2024

CALL FOR SERVICES -82

ARREST/SUMMONS/VIOLATIONS-30

- 1. SPEEDING-15-OVER 80 MPH.-9-OVER 90 MPH.-2
- 2. FAIL TOOBEY HWY SIGN-3
- 3. FAIL MAINTAIN CONTROL ACCIDENT-2
- 4. IN OPER PLAY LICENSE PLATE-1
- 5. EX REP. ATE SENSE PLATE-1
- 6. EXPIRED ST/ PECTION-1
- 7. EXPIRED JUR NO
- 8. NO FRONT LIC PLATE
- 9. NO OL IN POSSESSIO
- 10. RECKLESS DRIVING IN. ER LA LE CHANGE-1
- 11. ARREST FAIL TO APPEA
- 12. ARREST FUGITIVE WARRAND RADITION-1
- 13. ARREST DRIVING UNDER INFLUENCE 1

C THAM POLICE DEPT.

CHIEF DY LAWSON

CHATHAM POLICE DEPARTMENT MONTHLY REPORT

FEBRUARY 2024 MONTH

Chief RANDY LAWSON	
NAME TOTAL MILES DRIVEN: /3 9 0	
TOTAL MILES OUT OF TOWN: 335	
REASON: WORK RELATED	
	_
TOTAL	HOURS
ADDROVINGAT	E TIME SPENT
AFFROAIIVIA	E TIME SPENT
AUTO PATROL: 82	//
	WORKING RADAR:
FOOT PATROL:	TRAFFIC CONTROL:
OFFICE WORK: 23	TRAINING:
COURT/MAGISTRATE: 4	CAR REPAIR/CLEANING:
INVESTIGATIONS://	SICK:
/ACATION:	OTHE 12
MEETINGS:9	VIII.
WEETINGS:	
/7	
TOTAL H	OURS
RRESTS:/ ARKING TICKETS:	
/ARNINGS (SPEED-EQUIPMENT-ETC.):	
OMMENTS/SUGGESTIONS:	
	Chirt Randy Laura

OFFICER SIGNATURE

CHATHAM POLICE DEPARTMENT

MONTHLY REPORT

February 2024 MONTH

NAME TOTAL MILES DRIVEN: 1645 riles TOTAL MILES OUT OF TOWN: 200 niles REASON:	- 8 -	
	18625 Hrs TOTAL HOURS	
PPR	OXIMATE TIME SPEN	NT
AUTO PATROL: 86 Hrs FOOT PATROL: 15 Hrs	5	WORKING RADAR: 18.25Hrs TRAFFIC CONTROL: 3 Hrs
OFFICE WORK: 19405		TRAINING:
COURT/MAGISTRATE: 8 Hr.5		CAR REPAIR/CLEANING:
INVESTIGATIONS: 5 Hcs		9 Hrs
VACATION: 4 Hrs		OTHE 14/405
ARRESTS:	186.25Hr s TOTAL HOURS	
	-	St. Nathan Poach

CHATHAM POLICE DEPARTMENT

MONTHLY REPORT

Feb 2014 MONTH

Joshua Spencer	
NAME TOTAL MILES DRIVEN: 1,657	
TOTAL MILES OUT OF TOWN:	
REASON:	
	TOTAL HOURS
APF	PROXIMATE TIME SPENT
AUTO PATROL: 73	WORKING RADAR:34
FOOT PATROL: 5	TRAFFIC CONTROL: 30
OFFICE WORK: 20	TRAINING:
COURT/MAGISTRATE:	CAR REPAIR/CLEANING: 0
INVESTIGATIONS:	SICK:
VACATION:	OTA :
MEETINGS:	
	194
7 /	TOTAL HOURS
ARRESTS: 2/	
PARKING TICKETS:	
COMMENTS/SUGGESTIONS:	
	OFFICER SIGNATURE
	OFFICER SIGNATURE

PO Box 192, Chatham VA 24531



February Calls to Service

Structure Fire:8

- 1. 2/2 Possible Reside al F mutual aid St.22
- 2. 2/7 Commercial Struct File mutual aid St.23
- 3. 2/12 Possible Commercial Structure Fire Dollar General, Tightsqueeze
- 4. 2/16 Residential Fire mutual id 22
- 5. 2/20 Residential Fire mutual aig St
- 6. 2/23 Possible Commercial Structure Fire mutual aid St.22
- 7. 2/24 Residential Fire mutual aid St
- 8. 2/28 Residential Fire mutual aid St. 1

Motor Vehicle Accidents: 8

- 1. 2/5 2 vehicles, no injuries North Main St.
- 2. 2/7 Possible MVC, unfounded US HWY 29
- 3. 2/12 Single vehicle blocking lane of traffic US HWY
- 4. 2/13 2 vehicles, no injuries Tightsqueeze Rd.
- 5. 2/19 2 vehicles, no injuries Halifax Rd.
- 6. 2/22 Single vehicle, no injuries North Main St.
- 7. 2/28 2 vehicles, no injuries US HWY 29
- 8. 2/29 Single vehicle, no injuries Peach St.

Fire Alarms: 5

- 1. 2/3 False Alarm Military Dr.
- 2. 2/5 False Alarm Tightsqueeze Industrial Rd.

PO Box 192, Chatham VA 24531

- 3. 2/22 False Alarm Paul Rd. SW
- 4. 2/23 False Alarm US HWY 29
- 5. 2/23 False Alarm US HWY 29



Brush Fire: 4

- 1. 2/5 Outside Fire 11 all aid St.29
- 2. 2/19 Fire beside dri way everly Heights Rd.
- 3. 2/21 Leaves Fire Hay
- 4. 2/26 Leaves fire with exposure sutbuilding Giles Ln.

Public Service Calls: 4

- 1. 2/14 Power Line Down Ennis Dr.
- 2. 2/19 Subject locked out of house Hocked Rd.
- 3. 2/23 Power line down Halifax Rd.
- 4. 2/26 Power line down US HWY 29

Vehicle Fire: 1

1. 2/19 - Possible box truck fire, no fire - US HWY 29

Landing Zone Set-up: 1

EMS Assistance Calls: 11

Total Calls: 42

Total Calls FY24: 100



TOWN OF CHATHAM

Clerk/Treasurer of Council Report to Council March 11, 2024

- The Tecturer's office will continue to review and upgrade water sewer lings as the remainder of cells come online.
- The Treasurer's arms is working with the town attorney on a Language Access to the per one of the requirements of the Chatham Fire Department FEMA SAFER Grant.
- The Treasurer's Office in a justion with the Chair of Finance met with Angeles Atkinson and Manager First Citizens Bank, and Sherwood Blackwood, enit vic President with First Citizens Investor Services to deelor responses of investing town funds in US Treasury Bonds
- The Treasurer's Office is working with Town and er in 2024-2025 budgeting process
- Staff continue self-development on FMS modules, and Eye on Water
- Reviewed the Virginia Department of Emergency Management Grants portal, the FEMA appeal process is ongoing.

 The Treasurer's office is working with Town Manager to identify revenue streams and expenditures for the proposed Chatham Fire Department agreement



TWICT CHATHAM, VIRGINIA





February 9, 2024

Virginia: A meeting of the Chatham Town Council, Personnel Committee was held at the Chatham Town Hall at 11:00 am on February 9, 2024.

The following committee members were present: T. D. Easley, (Chair) I.W. Perry, and R. B. Thompson. Alisa Davis, Mayor, and council member Henry Hurt was also present.

Susan Shelter, Administrative Assistant, Nicholas Morris, Town Manager, and Chief R. Lawson Contam P.D. was also present.

On a motion from common, seconded by Easley, the committee approved the agenda as presented.

The vote: 3 - 0

Yea: Easley, Perry, and psop (3)

Nay: None (0)

Motion was made by Thompson, second by Easley to enter into Closed Meeting for the following:

Discussion, consideration, or interview of paspective candidates for employment; assignment, appointment, probability performance, demotion, salaries, disciplining or resignation of specific palice appointees, or employees of any public body.

Authority: §2.2-3711(A)(1) 2 of t Code of Virginia

Subject Matter: Employee salaries, payro per mance

management, policies, process

Purpose: Discussion, consideration, or ir the jew, of prospective candidates for employment; assignment, appointment, a mount of formance, demotion, salaries, disciplining, or resignation of specific purposes.

appointees, or employees of any public body

Motion was unanimously approved by the Council, and they went into Closed Session at 11:02 am.

- Closed Session -

Motion was made by Easley seconded by Thompson, to return to Open Session at 11:18 am, which was unanimously approved by the Committee.

CHATHAM TOWN COUNCIL

CERTIFY CLOSED MEETING

BE IT RESOLVED that at a meeting of the Chatham Town Council Personnel Committee on February 9, 2024, the members hereby certify by a recorded vote that to the best of each member's knowledge only public business matters lawfully exempted from the open meeting requirements of the Virginia Freedom of Information Act and identified in the motion authorizing the closed meeting were heard, discussed, or considered in the closed meeting. If any member believes that there was a departure from the requirements of the Code, he shall so state prior to the vote indicating the substance of the departure. The statement shall be recorded in the minutes of the Committee.

				Voting	
Mem er Me	Present	Absent	Yes	No	Abstain
J.R. Bishop					
W.P. Black					
T.D. Easley	A.		<u>x</u>		
I.W. Perry			<u>x</u>		
R.B. Thompson	<u>×</u>		Χ		

On a motion from Thompson, seconded by Las y the committee approved to send to council Lt. Roach be enrolled in this Act of w at an expense not to exceed \$1000 plus food expense, and also request that Class Las to be requested to advertise for a police officer recruit opening no later than November 2011 in order that he can vet and recommend said candidate(S) to council.

The vote: 3 - 0

Yea: Easley, Perry, and Thompson (3)

Nay: None (0)

There being no further business, the meeting was adjourned by general miss at at 11:26 am.

ATTEST:

Susan Shelton

Administrative Assistant

February 12, 2024

Virginia: A meeting of the Council for the Town of Chatham was held at the Chatham Volunteer Fire Department, Station 21 at 7:00 pm on February 12, 2024, and presided over by Mayor Alisa Davis.

The following Council Members were present: Janet R. Bishop; William P.; Teresa D. Easley; Henry Hurt; Irvin W. Perry, Vice-Mayor, and Robert B. Thompson. William P. Black was absent.

Tim Fisk ansk & Degory, Kelly D. Hawker Clerk/Treasurer, Chief Lawson Chatham PD, Nick Mori Trans Manager; Chief Robert Higgins Chatham FD, Malcom Burgess, Matthew Malone and Adam of Oks Inframark, were also present.

INVOCATION AND PLET OF AVANCE

Mayor Davis led the Involvin by observing a moment of silence, and Mayor Davis led the Pledge of Allegiance.

APPROVAL OF AGENDA

On a motion from Bishop, second a support son, Council approved the agenda as amended to move the closed session Chatha Millical Center Building to item 13 at the end of the meeting.

The vote: 5-0

Yea: Bishop, Easley, Hurt, Perry, and Thompson

Nay: None (0) Absent: Black (1)

Recognition of Citizens and Public Comments

None

<u>Presentations</u>

None

REPORTS FROM STAFF

Reports were submitted from the following staff members:

- Town Manager-Nick Morris
- Public Works (Inframark)



- Chief of Police Chief Randy Lawson
- Fire Chief-Robert Higgins
- Treasurer/Clerk of Council Kelly D. Hawker

CONSENT AGENDA

On a motion from Bishop, seconded by Thompson, Council approved the consent agenda in block.

The vote: 5 - 0

Yea: Bishop asley, Hurt, Perry, and Thompson (5)

Nay: Non (3)
Absent: ack /

NEW BUSINESS

On a motion from Peny, social approved Civic Plus for the Town's website upgrade.

The vote: 5 - 0

Yea: Bishop, Easley, Hurt, Perry, and Thompson (5)

Nay: None (0) Absent: Black (1)

On a motion from Perry, Council approve the Bank & Trust Resolution

The vote: 5 - 0

Yea: Bishop, Easley, Hurt, Perry, and Thompson

Nay: None (0) Absent: Black (1)

On a motion from Perry, seconded by Thompson, Council are type to send to the Ordinance and Charter Committee and town' attorney the Gallage ree's ordinance for review and changes, to include "Garbage Fees Charges to All Relitation open and any Property with a Certificate of Occupancy."

The vote: 5 - 0

Yea: Bishop, Easley, Hurt, Perry, and Thompson (5)

Nay: None (0) Absent: Black (1)

On a motion from Thompson, Council approved the Chief of Police's notification of retirement, and the personnel committee's intention of the hiring process, that will include qualification sheet, advertising schedules, and interviewing schedules.

The vote: 5 - 0

Yea: Bishop, Easley, Hurt, Perry, and Thompson (5)

Nay: None (0) Absent: Black (1)

On a motion from Thompson, Council approved Lieutenant Roach be enrolled in this Academy now at an expense not to exceed \$1000 plus food expense, and request that Chief Lawson be requested to advertise for a police officer recruit opening no later than November 2024 in order that he can vet and recommend said candidate(s) to Council.

The vote 4-1-1

Yea: Bish sleverry, and Thompson (4)

Nay: Hurt (1)
Absent: Black (1)

On a motion from Perry, Concile proved to bringing the real estate levy down to keep the real estate revenue at its provel.

The vote: 5 - 0

Yea: Bishop, Easley, Hurt, Perry, ar (5)

Nay: None (0) Absent: Black (1)

On a motion from Perry, Council approved the intent of insh, less working capital to be invested in Treasuries with First Citizen Bank.

The vote: 5 - 0

Yea: Bishop, Easley, Hurt, Perry, and Thompson (5)

Nay: None (0) Absent: Black (1)

On a motion from Perry, seconded by Thompson, Council to send the Republic Business Fee Ordinance back to the Ordinance and Charter Committee and for decemplanation of what RENTAL covers.

The vote: 5 - 0

Yea: Bishop, Easley, Hurt, Perry, and Thompson (5)

Nay: None (0) Absent: Black (1)

REPORTS FROM MAYOR AND COMMITTEE

Mayor's Report Jan- Feb 2024

On January 10, I attended the award ceremony for the Community Foundation of the Dan River Region- funds were awarded to several Chatham Groups, including the Fire Department, Chatham First, and Collaborative Growth and Renewal Grant continues forward, with input and direction from Chatham Rotary, Chatham First and members of Town Council. This effort will allow for direct input from our citizens about the direction they desire to see the Town and surrounding community grow.

Danville Recapital Foundation has been and continues to be committed to community development in our area, and is working to establish a Community Council, which will assist the a intercept local grant requests.

These institution are their representatives are ready and willing to help Chatham move ahead and support an atizens and the surrounding community.

At the Chamber's annual results, on February 1, Economic Development leaders from the area outlined the amany thirty that have happened and are happening in our region and stressed the invorted e occollaboration and partnership in the success already attained, and those to con-

Another partnership that was stress to take the balance of Economic Development and Community Development. With the efforts of the groups I have mentioned, plus our engaged and invested citizens, I know that the attention can be a valuable part of the equation, when it comes to offering a quanty time that is important to the workforce.

The business of the Town has been advanced this month by the Finance, Personnel, and Ordinance Committees.

Finance-No Report

Growth and Renewal -Meeting 2/13/2024

Ordinance and Charter-None

Personnel- No Report

Public Services- No Report

Water Sewer & Solid Waste-Request Meeting

Unfinished Business

Closed Session



Motion was made by Perry, seconded by Thompson, to enter into Closed Meeting for the following:

Consultation with legal counsel employed or retained by a public body regarding specific legal matters requiring the provision of legal advice by such counsel. Nothing in this subdivision shall be construed to permit the closure of a meeting merely because an attorney representing the public body is in attendance or is consulting on a matter.

Authority: §2.2-3711(A)(3) & (A) (8) 2022 of the Code of Virginia

Subject Matter: Chatham Medical Center Building
Purp : Discussion, or consideration of the disposition of publicly held real
present where discussion in an open meeting would adversely affect the
bargain position or negotiating strategy of the public body. Consultation
with again a sel employed by a public body regarding specific legal matters
related to be builting lease agreement requiring the provision of legal advice
by such council.

Motion was unanimously approved the Council, and they went into Closed Session at 7:57 pm.

- 105 5g ion -

Motion was made by Perry, seconded by Easler, to Open Session at 8:16 pm, which was unanimously approved by the Council.

CHATHAM TOWN COUNCIL CERTIFY CLOSED MEETING

BE IT RESOLVED that at a meeting of the Chatham Town Council on Forday 12, 2024, the Council hereby certifies by a recorded vote that to the best of each member's knowledge only public business matters lawfully exempted from the council of the Virginia Freedom of Information Act and identified in the motion authorizing the closed meeting were heard, discussed, or considered in the closed meeting. If any member believes that there was a departure from the requirements of the Code, he shall so state prior to the vote indicating the substance of the departure. The statement shall be recorded in the minutes of the Council.

				Voting	
Member Name	Present	Absent	Yes	No	Abstain
J.R. Bishop	<u>x</u>		×		
W.P. Black	<u>absent</u>	<u>x</u>			
T.D. Easley	<u>x</u>		<u>x</u>		
H. Hurt	<u>x</u>		<u>x</u>	 	
I.W. Perry	<u>x</u>		<u>x</u>		
R.F nompson	<u>x</u>		<u>x</u>		

On a motion by set, a sconded by Easley, Council authorizes Town Manager Nicholas Morris to engage and faith negotiations with Pittsylvania County regarding the disposition of the Cathan Mical Center Building.

The vote: 5 - 0

Yea: Bishop, Easley, Hurt, Pay, Thompson (5)

Nay: None (0) Absent: Black (1)

MEETING ADJOURNED

There being no further business, the meeting was disched by general consent at 8:18 pm.

App

Mayor

Attest:

Clerk of Council

Kelly P. Hawker

February 13, 2024

Virginia: A meeting of the Chatham Town Council Growth and Renewal Committee was held at the Chatham Town Hall at 4:00 pm on February 13, 2024.

The following committee members were present: J.R. Bishop (Chair), Henry Hurt and W.P. Black, and Alisa Davis, Mayor were also in attendance.

Administrative Assistant Susan Shelton, Chief Randy Lawson, Chatham P.D., and Town Manager Nick Forris, were also present.

Public Continer Decides: Keith Booth resident at 42 Depot Court informed the committee that storm water for Town of Chatham Fire Department is coming on to his property and filling up his pass.

On a motion from Black seconded by Hurt, the committee approved the agenda as amended to move New Business are presentations.

The vote: 3 - 0

Yea: Bishop, Black, Hurt (3)

Nay: None (0)

Presentation from Frank Fox concerning a control Chatham First.

On a motion from Hurt, seconded by Black, the committee approved sending to Council the acceptance of a \$10,500.00 grant from Change irst upgrade Frances Hurt Park. Community Foundation of the Dan River Region frant Chatham First to pave the walking trail in Francis Hurt Park (W. Earl and Elise Lund)

The vote: 3 - 0

Yea: Bishop, Black, Hurt (3)

Nay: None (0)

The committee discussed the Depot Street renewal, including cleanure, the getation at train trestle bridge, landscaping, and painting.

There being no further business, the meeting was adjourned by general consent at 4:36 pm.

ATTEST:

Susan C. Shelton Administrative Assistant

February 20, 2024

Virginia: A meeting of the Chatham Town Council Finance (Police & Fire) Committee was held at the Chatham Town Hall at 11:00 am on February 20, 2024.

The following committee members were present: Irvin Perry (Chair), Teresa Easley. and Henry Hurt.

Kelly D. Wker Clerk-Treasurer, Chief Lawson Chatham P.D., and Nick Morris, Town Manager, Chief Doe't Higgins, and Capt. Nick Higgins Chatham F.D. were also present.

On a motion from Eq. (, seconded by Hurt, the committee approved the agenda as presented.

The vote: 3 - 0

Yea: Easley, Hurt, and Per (3)

Nay: None (0) Absent: None (0)

The Committee Chair reminded even one by light items needed to be forwarded to the Town Manager no later than March 4, 2000.

The Committee Chair discussed the accounts payable projective with Chief Higgins Chatham F.D. and that the nonprofit accounts were being set up with the fire departments attorney, and the town office will perfect the forms accounting of the First Citizen checking account and report back at a later day.

The Committee Chair discussed with Chief Lawson the requirement of the equesting a 4th position in the police department and putting together a budge of the police.

On a motion from Hurt, seconded by Perry, the committee sets forth the description advertising the police officer recruit:

Chief Lawson will define the requirements and qualifications for the police officer recruit no later than November 2024 and forward to the town manager for advertising via publishers. And social media outlets requesting resumes to be forwarded via e-mail to Town Manager or address to Town Manager via United States Postal Service. Town manager will distribute, received resumes to Chief Lawson, and all members of Town Council. That includes the Personnel Committee and the Mayor.

The vote: 2 - 1

Yea: Hurt, and Perry (2)

Nay: Easley (1) Absent: None (0)

On a motion from Hurt, seconded by Perry the personnel committee will define the requirements and qualifications for the Chief of Police and forward not before January 2025 to Town Manager for advertising via publishers and social media outlets requesting resumes to be forwarded via e-mail to the town manager or address to town manager viz SPS. Town manager will distribute, received resumes to Chief, Lawson. bers of Town Council. That includes the Personnel Committee, and the Mayor.

The vote: $3 - \Omega$

erry (3) Yea: Easley, Hurt,

Nay: None (0) Absent: None (0)

There was no further business o th meeting was adjourned by general consent at 11:51 am.

ATTEST:

Kelly D. Hawker Clerk of Council

February 26, 2024

Virginia: A meeting of the Chatham Town Council, Personnel Committee was held at the Chatham Town Hall at 11:00 am on February 26, 2024.

The following committee members were present: T. D. Easley, (Chair) I.W. Perry, and R. B. Thompson. Council member Henry Hurt was also present.

Kelly D. Hawler, Clerk/Treasurer, Nicholas Morris, Town Manager, and Chief R. Lawson Chatham Park were also present.

On a motion of mpson, seconded by Perry, the committee approved the agenda as presented.

The vote: 3 - 0

Yea: Easley, Perry, and Son (3)

Nay: None (0)

On a motion from Thompson, see each perform Perry the committee approved to send to council the Employee Progress Review and tion form and the use of the form.

The vote: 3 - 0

Yea: Easley, Perry, and Thompson (3)

Nay: None (0)

On a motion from Perry, seconded by Thompson the committee approved to send to council the adoption of the Volunteer Service Hour Period.

The vote: 3 - 0

Yea: Easley, Perry, and Thompson (3)

Nay: None (0)

On a motion from Perry, seconded by Thompson, the committee are oved to send to council -Remove from personnel manual on page 17 Section C item #

The vote: 3 - 0

Yea: Easley, Perry, and Thompson (3)

Nay: None (0)

There being no further business, the meeting was adjourned by general consent at 11:49 am.

ATTEST:

Kelly D. Hawker

Clerk of Council



February 26, 2024

Virginia: A meeting of the Chatham Town Council Public Service Committee was held at the Chatham Town Hall at 12:00 pm on February 26, 2024.

The following committee members were present: I. Perry, (Chair), H. Hurt, and R. Thompson.

Kelly D. Haver, Clerk/Treasurer, Susan Shelton, Administrative Assistant, Chief R. Lawson, Company, and Nick Morris, Town Manager, were also present.

On a motion of the son, and seconded by Hurt, the committee approved the agenda as presented.

The vote: 3 -0

Yea: Hurt, Perry, and Train (3)

Nay: None (0) Absent: None (0)

On a motion by Thompson, seconded to the the committee approved to send to council the Hillcrest Burial Park entries wrap columns with dark waterproof genstone and install dark fence.

The vote: 3-0

Yea: Hurt, Perry, and Thompson (3)

Nay: None (0) Absent: None (0)

On a motion by Thompson, seconded by Hurt, the community approach to send to council the purchase of Trimble equipment for GIS/Assessment Make again nent System not to exceed \$5,000.00.

The vote: 3-0

Yea: Hurt, Perry, and Thompson (3)

Nay: None (0) Absent: None (0)

On a motion by Thompson, seconded by Hurt, the committee approved to send to council the purchase of downtown signposts not to exceed \$3,500.00.

The vote: 3-0

Yea: Hurt, Perry, and Thompson (3)

Nay: None (0)

Absent: None (0)

On a motion by Hurt, seconded by Thompson, the committee approved to send to council installation of carpet in Town Hall not to exceed \$5,500.00.

The vote: 3-0

Yea: Hurt, Perry, and Thompson (3)

Nay: None (0) Absent: None (0)

by Hurt, seconded by Thompson, the committee approved to send to repres to Silas Moore Park Pavilion not to exceed \$11,000.00. council t

The vote: 3-0

Yea: Hurt, Perry, ar .ompson (3)

Nay: None (0) Absent: None (0)

There being no further busine the eeting was adjourned by general consent at 12:22 pm.

ATTEST:

Kelly D. Hawker, Clerk of Council

March 4, 2024

Virginia: A meeting of the Chatham Town Council Water, Sewer, and Solid Waste Committee was held at the Chatham Town Hall at 4:00 pm on March 4, 2024.

The following committee members were present: R. Thompson (Chair), B. Black, and J. Bishop.

Irvin Perry, Vice Mayor, Kelly D. Hawker, Clerk/Treasurer, Chief Randy Lawson, Chatham V., Nick Morris, Town Manager and Shannon Kelly, Star Tribune were also present.

On a motion by seconded by Black, the committee approved the agenda as presented.

The vote 3-0

Yea: Bishop, Black, and The hose (3)

Nay: None (0) Absent: None (0)

Nick Morris, Town Manager, updated the correctee on the following projects.

- Wastewater UV Upgrade
- Wastewater Clarifer
- Wet Well Cleaning

On a motion by Black, and seconded by Bishop, the compared approved to send to Council the Crews Construction bid for the Rison Street Sewer Linear ect not to exceed \$200,000.00 and to use the Federal ARPA Funds for the project.

The vote 3-0

Yea: Bishop, Black, and Thompson (3)

Nay: None (0) Absent: None (0)

The committee reviewed the proposed \$2.3 million dollar Water Sewer Solid Waste 2024-2025 Budget.

There being no further business, the meeting was adjourned by general consent at 4:46 pm.

ATTEST:

ker, Clerk L Kelly D. H. Ker, Clerk of Council

March 5, 2024

Virginia: A meeting of the Chatham Town Council Growth and Renewal Committee was held at the Chatham Town Hall at 4:00 pm on March 5, 2024.

The following committee members were present: J.R. Bishop (Chair), Henry Hurt and W.P. Black.

Administrative Assistant Susan Shelton, Chief Randy Lawson, Chatham P.D., and Town Manager Nick Torris, were also present.

On a motion of an Pock, seconded by Hurt, the committee approved the agenda as presented.

The vote: 3 - 0

Yea: Bishop, Black, Wit (2)

Nay: None (0)

The committee discussed the conjugation on its conjugation of the committee discussed the conjugation of the committee discussed the committee discuss

- VDOT Billboards
- Frances Hurt Park
- 2024-2025 Budget

On a motion from Black, seconded by Hurt, to committee will recommend to Council clearing the under growth and reseeding the web side of the tracks, not to exceed \$8,500.00.

The vote: 3 - 0

Yea: Bishop, Black, Hurt (3)

Nay: None (0)

There being no further business, the meeting was adjourned by gene consect at 5:06 pm.

ATTEST:

Kelly D. Hawker

Kelly D. Hawker

Clerk of Council

T V V OF CHATHAM, VIRGINIA ANCIAL REPORTS





Check Listing

Date From: 2/1/2024 Date To: 6/30/2024 Vendor Range: A & A Mechanical, Inc. - YSI, INC.

Town of Chatham 03/04/2024 10:01 AM

Check Number	Bank	Vendor	Date	Amount
40317	1	ACI PAYMENTS, INC	02/01/2024	\$95.26
40318	1	MANSFIELD OIL COMPANY	02/01/2024	\$395.15
40319	1	Mecklenburg Electric Cooperative	02/01/2024	\$40.01
40320		MELINDA PYRON	02/01/2024	\$200.00
40321	1	C ASSOCIATES II LLC	02/01/2024	\$200.40
40322	V	V	02/01/2024	\$218.75
40323	1	Ű Į	02/01/2024	\$65.55
40324	1	BAR MET INC.	02/07/2024	\$1,306.74
40325	1	ВСМ	02/07/2024	\$246.47
40326	1	BKT UNIFO AS	02/07/2024	\$536.88
40327	1	CASH	02/07/2024	\$262.49
40328	1	COLUMBIA GAS OF VIRC	02/07/2024	\$652.72
40329	1	FIRST CITIZENS BAN	02/07/2024	\$15,472.15
40330	1	FISK & GREGORY, PLC	02/07/2024	\$1,400.00
40331	1	INTEGRATED TECHNOLOGY ROLLING	02/07/2024	\$2,104.72
40332	1	MANSFIELD OIL COMPANY	02/07/2024	\$573.34
40333	1	Nelson Ford	2/07/2024	\$153.15
40334	1	PIEDMONT FARMERS COOPERATIVE	02/07/2024	\$61.97
40335	1	QUILL CORP	107/2	\$176.12
40336	1	SHORTER'S SERVICE CENTER	02/ 124	\$199.95
40337	1	TIGHTSQUEEZE HARDWARE	0≥ ₹/2024	\$91.98
40338	1	VERIZON WIRELESS	02/07/202	\$120.03
40339	1	Virginia Business Systems	02/07/2024	\$963.06
40340	1	ACCU-SPEED	02/20/2024	\$240.00
40341	1	ARTHUR ELECTRIC	02/20/2024	\$2,299.57
40342	1	AT&T MOBILITY	02/20/2024	\$300.49
40343	1	DOMINION ENERGY POWER	02/20/2024	\$9,941.88
40344	1	FIRST PIEDMONT	02/20/2024	\$7,824.13
40345	1	FOUR SEASONS PEST CONTROL, INC	02/20/2024	\$453.20
40346	1	INFRAMARK	02/20/2024	\$155,209.92
40347	1	KASEY SEAY	02/20/2024	\$125.00
40348	1	MELINDA PYRON	02/20/2024	\$200.00

TOC March 11, 2024 Council Packet Page 45 of 83

Check Listing

Date From: 2/1/2024 Date To: 6/30/2024 Vendor Range: A & A Mechanical, Inc. - YSI, INC.

Town of Chatham 03/04/2024 10:01 AM

Page: 2 of 2

3/04/2024 10.017				rage. 2 01 2
Check Number	Bank	Vendor	Date	Amount
40349	1	QUILL CORP	02/20/2024	\$365.75
40350	1	TIGHTSQUEEZE HARDWARE	02/20/2024	\$15.49
40351	1	UNITED PARCEL SERVICE	02/20/2024	\$67.60
40352		VERIZON	02/20/2024	\$278.36
40353	1	hlford's Radar Calibration & Repair	02/20/2024	\$56.00
40354		A	02/27/2024	\$4,555.00
40355	1	.di	02/27/2024	\$66.42
40356	1	CC ST	02/27/2024	\$265.24
40357	1	Comp anti ocument Management	02/27/2024	\$36.47
40358	1	DEWBERR	02/27/2024	\$22,297.50
40359	1	MANSFIELD C Y	02/27/2024	\$511.35
40360	1	Mecklenburg Electric Coops	02/27/2024	\$39.78
40361	1	QUILL CORP	02/27/2024	\$218.07
40362	1	SHORTER'S SERVICE CENTER	02/27/2024	\$20.00
40363	1	TBC ASSOCIATES II LLC	02/27/2024	\$200.40
40364	1	VERIZON	02/27/2024	\$218.75
40365	1	VERIZON WIRELESS	2/27/2024	\$36.04
40366	1	VIRGINIA ASSOCIATION OF CHIEFS OF POLICE FOUNDATIO	02/27/2024	\$973.00
40367	1	Virginia Business Systems	02/27	\$238.56
40368	1	VISA - FIRST CITIZENS BANK	e 1/2u	\$571.98
40369	1	WEX BANK	02/2. 924	\$201.12
53	Chec	cks Totaling -		\$233,363.96

Totals By Fund

	Checks	Voids	Total
10	\$64,982.76		\$64,982.76
30	\$168,381.20		\$168,381.20
Totals:	\$233,363,96		\$233,363,96

Gross Wage by Department

3/4/2024 10:02:13 AM

CHATHAM

Page:1of 2

Reporting Period:	2/1/2024	To 2/29/2	024				
Department: EmpID	POLICE						
Gross Pay Tax Fringe	Fed Gross Fed Tax	Sta Gross Sta Tax	Soc Gross Soc Tax	Med Gross Med Tax	Ret Gross Ret Tax	Ret Match Med Match	Soc Match
33 R	ANDY LEE LAV	VSON					
\$6,164.58 \$0.00	\$5,870,96 3.01	\$5,830.96 \$282.00	\$6,094.54 \$377.87	\$6,094.54 \$88.37	\$0.00 \$0.00	\$0.00 \$88.37	\$377.87
85 N	AT AN DA	L ROACH					
\$5,338.74 \$0.00	ф-го2.45	\$5,024.20 \$200.00	\$5,268.70 \$326.66	\$5,268.70 \$76.39	\$0.00 \$0.00	\$0.00 \$76.39	\$326.66
109 JC	OSHUA NA JAI	ENCER					
\$4,325.59 \$0.00	\$4,053.17 \$351.97	φ4,053 ·	\$4,255.55 \$263.84	\$4,255.55 \$61.71	\$0.00 \$0.00	\$0.00 \$61.71	\$263.84
Department Count:	3	D	er ent Name:	POLICE			
Department Totals:							
\$15,828.91 \$0.00	\$14,908.33 \$1,667.43	\$14,908.33 \$612.00	\$15,6	\$15,618.79 \$226.47	\$0.00 \$0.00	\$0.00 \$226.47	\$968.37
Department: EmpID	STREET	S					
Gross Pay Tax Fringe	Fed Gross Fed Tax	Sta Gross Sta Tax	Soc Gross Soc Tax	fed T	Ret Gross Ret Tax	Ret Match Med Match	Soc Match
115 H	ENRY W HARM	ION					
\$1,350.00 \$0.00	\$1,350.00 \$4.96	\$1,350.00 \$18.00	\$1,350.00 \$83.70	\$1. 50 \$1.58	\$0.00	\$0.00 \$19.58	\$83.70
Department Count:	1	D	epartment Name:	STREETS			
Department Totals:							
\$1,350.00 \$0.00	\$1,350.00 \$4.96	\$1,350.00 \$18.00	\$1,350.00 \$83.70	\$1,350.00 \$19.58	\$0.00 \$0.00	\$0.00 9.58	\$83.70
Department:	TOWN C	FFICE					
Gross Pay Tax Fringe	Fed Gross Fed Tax	Sta Gross Sta Tax	Soc Gross Soc Tax	Med Gross Med Tax	Ret Gross Ret Tax	Ret Match Med Match	Soc Match
113 Se	ONYA D ARENI	DALL					
\$2,582.98 \$0.00	\$2,425.32 \$196.27	\$2,425.32 \$84.00	\$2,582.98 \$160.15	\$2,582.98 \$37.45	\$0.00 \$0.00	\$0.00 \$37.45	\$160.15

Gross Wage by Department

3/4/2024 10:02:13 AM

CHATHAM Page:2of 2

Reporting Period:	2/1/2024	To 2/29/2	024				
114 S	ARA Y BURGES	SS					
\$2,969.25	\$2,738.85	\$2,738.85	\$2,899.21	\$2,899.21	\$0.00	\$0.00	\$179.75
\$0.00	\$60.81	\$67.00	\$179.75	\$42.04	\$0.00	\$42.04	
108 K	ELLY DAWSON	HAWKER					
\$4,238.40	\$3,938.76	\$3,938.76	\$4,168.36	\$4,168.36	\$0.00	\$0.00	\$258.44
\$0.00	\$367.88	\$190.00	\$258.44	\$60.44	\$0.00	\$60.44	
111 N	NICHOL ALEX	XANDER MORR	IS				
\$6,412.80	,030.68	\$6,030.68	\$6,412.80	\$6,412.80	\$0.00	\$0.00	\$397.60
\$0.00	\$434	\$252.00	\$397.60	\$92.98	\$0.00	\$92.98	
110 S	USA. JEI						
\$3,144.00	\$2,837	\$7 37.46	\$3,144.00	\$3,144.00	\$0.00	\$0.00	\$194.92
\$0.00	\$170. <i>J</i> 4	\$72.00	\$194.92	\$45.58	\$0.00	\$45.58	
Department Count	: 5		epartment Name:	TOWN OFF	ICE		
Department Totals	:						
\$19,347.43	\$17,971.07	\$17,5	\$1 07.35	\$19,207.35	\$0.00	\$0.00	\$1,190.86
\$0.00	\$1,229.14	\$665.	190.26	\$278.49	\$0.00	\$278.49	
Report Summary:		•					
-							
Gross Pay	Fed Gross	Sta Gross	Soc Gross	Gross	Ret Gross	Ret Match	Soc Match
Tax Fringe	Fed Tax	Sta Tax	Soc Tax	Med ax	Ret Tax	Med Match	
\$36,526.34	\$34,229.40	\$34,229.40	\$36,176.14	\$36	\$0.00	\$0.00	\$2,242.93
\$0.00	\$2,901.53	\$1,295.00	\$2,242.93	24.54	\$0.00	\$524.54	Ψ2,272.93



Employee Leave Benefits Report

Leave Balances as of 02/29/2024

Town Of Chatham

Report Date: 03/04/2024

Last Name Descending

Page 1 of 2

		Hol Hrs	Vac Hrs	Sick Hrs	Pers Hrs	Comp Hrs
Employee ID: 109	Employee: JOSHUA	NATHANIEL	SPENCER	Dept: POLIC	E	YOS: 2
		-380.00	63.90	164.00	0.00	0.00
		\$0.00	\$1,492.07	\$3,829.40	\$0.00	\$0.00
Employee ID: 110	Employee: SUSAN (SHELTON		Dept: TOWN	OFFICE	YOS: 2
		-348.00	72.42	21.50	0.00	0.00
		\$0.00	\$1,423.05	\$422.48	\$0.00	\$0.00
Employee ID: 85	Er Jyee NATHAN	DANIEL RO	ACH	Dept: POLIC	E	YOS: 14
		-432.00	74.25	100.50	0.00	0.00
		\$0.00	\$2,094.59	\$2,835.11	\$0.00	\$0.00
Employee ID: 111	Employ NICHO	ALEXAN	DER MORRIS	Dept: TOWN	OFFICE	YOS: 2
		-287,00	173.26	105.75	0.00	66.75
		\$0	\$6,944.26	\$4,238.46	\$0.00	\$2,675.34
Employee ID: 33	Employee: RANDY		N	Dept: POLIC	E	YOS: 21
		-440.00	25.27	698.50	0.00	3.50
		\$0.00	999.83	\$21,290.28	\$0.00	\$106.68
Employee ID: 108	Employee: KELLY D	AWSON HA	WKF	Dept: TOWN	OFFICE	YOS: 3
		-440.00	36	13.80	0.00	0.98
		\$0.00	\$3,	\$365.56	\$0.00	\$25.96
Employee ID: 114	Employee: SARA Y	BURGESS		ept: TOWN	OFFICE	YOS: 0
		-90.00	2.27	(.7)	0.00	0.00
		\$0.00	\$42.00	\$1 38	\$0.00	\$0.00
Employee ID: 113	Employee: SONYA I	O ARENDALI	L	⊾ pt: TOV	SICE	YOS: 1
-		-170.00	3.46	0.00	0.00	0.00
		\$0.00	\$62.94	\$0.00	\$0	\$0.00

Employee Leave Benefits Report

Leave Balances as of 02/29/2024

Town Of Chatham

Report Totals

Report Date: 03/04/2024 Page 2 of 2

Number Of Employees	Hol Hrs	Vac Hrs	Sick Hrs	Pers Hrs	Comp Hrs
8	-2587.00	820.99	1111.80	0.00	71.23
	\$0.00	\$24,665.62	\$33,124.67	\$0.00	\$2,807.98

Department	Holiday Totals	Vac Totals	Sick Totals	Pers Totals	Comp Totals
POLICE	\$0.00	\$12,586.49	\$27,954.79	\$0.00	\$106.68
TOWN	\$0.00	\$12,079.13	\$5,169.88	\$0.00	\$2,701.30
	\$0.00	\$24,665.62	\$33,124.67	\$0.00	\$2,807.98
		A)			

Budget vs Actual (Summary)

Town of Chatham 3/4/2024 9:58:17 AM

Page 1 Of 2

Period Ending 2/29/20)24
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10 GENERAL FUND						
Description		Budget	MTD	YTD	Variance	Percent
Revenues	The state of the s	1,699,134	122,076.55	964,361.71	(734,772.29)	57%
Paya	nuce Totale:	1,699,134	122,076.55	964,361.71	(734,772.29)	57%
Expenses	nues Totals:	1,099,134	122,076.55	904,301.71	(134,112.29)	3170
TOWN OFFICE		114	34,730.40	355,181.66	(355,067.89)	312193 %
POLICE		537,458	39,753.79	276,654.91	260,803.11	51%
FIRE DEPT.		418,988	226.82	58,034.46	360,953.54	14%
PARKS		63,359	568.08	6,244.84	57,114.16	10%
STREETS		624,050	29,710.27	274,897.41	349,152.59	44%
CEMETERY		55,165	61.97	2,195.68	52,969.32	4%
Expe	nses Totals.	1,609,134	105,051.33	973,208.96	725,924.83	57%
10 GENERAL FU	JND Totals:		17,025.22	(8,847.25)		
			10			
			0			

Budget vs Actual (Summary)

Town of Chatham 3/4/2024 9:58:17 AM

Page 2 Of 2

Period Ending 2/29/2024					
30 WATER/SEWER					
Description	Budget	MTD	YTD	Variance	Percent
Revenues					>>====================================
	5,648,090	14,312.43	1,280,399.13	(4,367,690.78)	23%
Revenues Totals:	5,648,090	14,312.43	1,280,399.13	(4,367,690.78)	23%
Expenses					**************************************
WATER	4,370,891	75,265.67	775,818.53	3,595,072.47	
SEWER	1,277,199	69,091.72	564,156.56	713,042.45	
xpen fot 's: 30 WATER/SR	5,648,090	144,357.39 (130,044.96)	1,339,975.09 (59,575.96)	4,308,114.92	24%
	٥.				

Town of Chatham 3/4/2024 9:57:54 AM

GRANTS

10-3229-0000 OTHER REV. PARKS

10-3239-0000 E-SUMMONS

10-3503-0000 CEMETERY

OPERATIONAL REVENUE

10-3230-0000 OTHER REV. STREETS

10-3235-0000 CEMETERY LOT SALES

10-3312-0000 WASTE COLLECTION

Revenues Totals:

Page 1 Of 14

Period Ending 2/29/2024					
10 GENERAL FUND					
Description	Budget	MTD	YTD	Variance F	Percent
Revenues					
10-3110-0000 PERS. PROP. TAX	140,938	(9,817.17)	188,989.84	48,051.84	
10-3112-0000 REAL ESTATE TAX	248,954	(21.66)	251,842.95	2,888.95	
10-3113-0000 OTHER REVENUE	148,213	32.57	8,005.46	(140,207.54)	
10-3114-0000 PENALTIP PROP.TAX	3,000	(3,339.40)	7,222.44	4,222.44	241%
10-3116-0000 MERCLATS TOOL TAX	78,300	0.00	54,068.86	(24,231.14)	69%
10-3117-0000 MEA TAX	65,000	6,037.44	53,549.84	(11,450.16)	82%
10-3120-0000 SHAR OF (LEC 1X	40,000	3,556.21	27,202.73	(12,797.27)	68%
10-3121-0000 CONSUMER U X	90,000	7,743.49	61,265.22	(28,734.78)	68%
10-3122-0000 BUSINESS .	95,000	106,659.64	120,397.55	25,397.55	127%
10-3124-0000 BUILD. PERMIT \$	1,500	50.00	1,600.00	100.00	107%
10-3125-0000 DECALS	39,000	(298.84)	35,608.91	(3,391.09)	91%
10-3126-0000 BANK STOCK TAX	90,000	0.00	0.00	(90,000.00)	
10-3127-0000 CAR RENTAL DISTRIBUTION	500	0.00	0.00	(500.00)	
10-3140-0000 BANK CHARGES	200	0.00	270.00	70.00	135%
10-3146-0000 TRANS FROM RESERVES	35	0.00	0.00	(35,155.00)	
10-3150-0000 INT. BANK DEP.	1,200	82.74	713.10	(486.90)	59%
10-3152-0000 COPIER RENTAL FEE	100	2.75	42.00	(58.00)	42%
10-3153-0000 TOC - CHATHAM VOL FIRE DEPT (INTEREST)	0	0.23	6,505.58	6,505.58	
10-3154-0000 CHATHAM VOL FIRE DEPT BUILDING FUND (INTEREST)	0	1.29	10.80	10.80	
10-3222-0000 OTHER POLICE REV.	91,000		6,230.43	(84,769.57)	7%
10-3223-0000 COURT FINES	26,000	2,916.86	24 98.52	(4,901.48)	81%
10-3224-0000 PARKING FINES	1,371	120.00	45 00	(921.00)	33%
10-3225-0000 DJCP POLICE GRANT	25,000	820.40	32 4.	8,744.95	135%
10-3226-0000 OTHER REV. FIRE DEPT.	326,353	600.00	10. 00	(321,553.00)	1%
10-3227-0000 SPECIAL POLICE	1,500	0.00	481.80	(1,018.20)	32%

2,500

8,500

30,000

2,000

95,475

12,375

1,699,134

205.00

6,000.00

230.00

495.00

122,076.55

0.00

0.00

4,20 0

11,325.00

13,650.00

1,610.00

1,980.00

47,490.73

964,361.71

1,705.00

2,825.00

(390.00)

(16,350.00)

(47,984.27)

(10,395.00)

(734,772.29)

168%

133%

46% 81%

50%

16%

57%

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Page

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Period Ending 2/29/2024 10 GENERAL FUND Description MTD YTD Budget Variance Percent **Expenses** 10-4000-4101 SALARIES 0 660.00 0.00 (660.00)61% 10-4000-4102 WAGES 289,975 19.347.43 176,895,98 113,079.02 10-4000-4103 COUNCIL & MAYOR 7,095 0.00 3,450.00 3,645.00 49% COMP. 10-4000-4104 ACCRU VACATION 24,000 0.00 0.00 24,000.00 10-4000-4201 SOC 1,469.35 13,494.45 8,028.68 63% SECV 21,523 10-4000-4202 VSR 12.226.01 29% 17,219 674.67 4,992.49 INS 10-4000-4212 EMPLO 12,000 2,013.83 16,081.87 (4,081.87)134% 10-4000-4216 HYBRID VR9 66% 499.38 2,757.86 1,403.28 4,161 RETIREMENT 10-4000-4302 AUDIT 20,000 0.00 0.00 20,000.00 10-4000-4304 REPAIRS & MAINT 76,000 3,272,45 50,481.82 25,518.18 66% 10-4000-4307 ADVERTISING 000 0.00 4,535.57 (3,535.57)454% 34 00 1.400.00 62% 10-4000-4310 LEGAL, ELECTIONS 21,030,00 12.970.00 10-4000-4311 SPECIAL EVENTS & 0.00 3,175.00 (3,175.00)**PROJECTS** 10-4000-4312 DATA PROCESSING 2.401.08 32,740.41 12,259.59 73% COST 10-4000-4313 INTERNET-ISP 3,000 1,081.63 64% 65.24 1,918.37 00.00 10-4000-4314 BUILDING MAINT 1,000.00 (1,000.00)10-4000-4318 RECODIFICATION 2.000 0.00 2,000.00 10-4000-4326 MERCHANT SERVICES -5,000 J.00 75.00 4,925.00 2% **OPERATIONS COST** 60% 10-4000-4501 ELECTRICITY 5.000 3,012.68 1,987.32 1746.02 35% 10-4000-4502 HEATING 5,000 652.72 3,253.98 ,262 56 153.12 42% 10-4000-4508 GAS, OIL & GREASE 3,000 1.737.44 81% 10-4000-4521 POSTAGE 3,000 67.60 567.43 68 82% 10-4000-4523 TELEPHONE 3,000 326.34 529.32 0.00 10-4000-4536 SURETY BOND 500 0.00 500.00 10-4000-4537 PUB, OFF, LIAB. 500 0.00 39. 111.00 78% 10-4000-4538 GEN, LIAB, 1.000 0.00 291 708.00 29% 10-4000-4539 PROPERTY INS. 500 0.00 500.0 0.00 100% 10-4000-4540 TRAINING 5.000 0.00 460.00 4,540.00 9% 10-4000-4541 OFFICE SUPPLIES 5.000 759.94 85% 4.242.07 757.93 10-4000-4545 COPIER COST 40% 3,000 705.84 1,202.84 1,797.16 10-4000-4549 SUPPLIES 0 0.00 364.41 (364.41)10-4000-4581 DUES, SUB, OTHER 3,518.01 1,500 119.88 (2.018.01)235% 10-4000-4950 ANNUAL DEBT SERVICE 7,500 0.00 0.00 7,500.00 10-4000-4962 OVERHEAD (605, 359)0.00 0.00 (605, 359.00)ALLOCATIONS TOWN OFFICE **TOWN OFFICE Totals:** 114 34,730.40 355,181.66 (355,067.89) 312,193 %

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Period	Ending	2/29/2024

renod Linding 2/25/2024					
10 GENERAL FUND					
Description	Budget	MTD	YTD	Variance F	ercent
10-5000-4102 WAGES	194,600	15,828.91	145,709.03	48,890.97	75%
10-5000-4104 ACCRUED VACATION	13,700	0.00	0.00	13,700.00	
10-5000-4201 SOCIAL SECURITY	21,500	1,194.84	11,405.63	10,094.37	53%
10-5000-4202 VSRS	9,202	581.61	4,614.73	4,587.27	50%
10-5000-4203 VRS LODA XPENSE	5,000	0.00	2,493.00	2,507.00	50%
10-5000-4211 WORK N'S COMP.	8,000	0.00	8,298.00	(298.00)	104%
10-5000-4212 EMP YEE IV	36,000	2,733.00	21,864.00	14,136.00	61%
10-5000-4213 EMPL YER AFF	4,000	0.00	0.00	4,000.00	
10-5000-4217 HYBRID SAP	2,000	181.09	1,411.38	588.62	71%
10-5000-4301 TRAFFIC EN OR MOUT GRANT	8,000	0.00	5,275.15	2,724.85	66%
10-5000-4309 UNIFORMS	2,000	536.88	4,382.82	(2,382.82)	219%
10-5000-4310 LEGAL, ELECTIONS	6,000	0.00	2,730.00	3,270.00	46%
10-5000-4315 REPAIRS, VEH. EQUIP	000	649.10	1,590.96	3,409.04	32%
10-5000-4508 GAS, OIL & GREASE	2: 00	1,084.69	9,798.31	13,201.69	43%
10-5000-4521 POSTAGE		0.00	43.55	(43.55)	
10-5000-4522 WEAPONS AND AMMUNITION	2	0.00	0.00	2,000.00	
10-5000-4523 TELEPHONE	1,000	393.52	3,124.67	(2,124.67)	312%
10-5000-4535 VEH. INS.	7,000	0.00	4,106.00	2,894.00	59%
10-5000-4538 GEN. LIAB. INS.	5,000	0.00	5,921.00	(921.00)	118%
10-5000-4540 TRAINING	0	1,0	1,098.00	(1,098.00)	
10-5000-4541 OFFICE SUPPLIES	500	0.00	195.41	304.59	39%
10-5000-4549 SUPPLIES	1,000	0.00	541.92	458.08	54%
10-5000-4550 TOOLS	1,000		0.00	1,000.00	
10-5000-4581 DUES, SUBS. & OTHER	1,500	0.00	29.98	(2,129.98)	242%
10-5000-4700 CAPITAL OUTLAY	109,000	0.00	17,2" 22	91,714.78	16%
10-5000-4950 ANNUAL DEBT SERVICE	26,000	13,772.43	16.4	6,563.57	75%
10-5000-4951 ANNUAL DEBT SERVICE - INT	0	1,699.72	,6c 72	(1,699.72)	
10-5000-4952 OVERHEAD ALLOCATIONS POLICE DEPT	45,456	0.00	0	45,456.02	
POLICE Totals:	537,458	39,753.79	276,654.9	260,803.11	51%

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Period Ending 2/29/2024					
10 GENERAL FUND					
Description	Budget	MTD	YTD	Variance F	Percent
10-6000-4213 EMPLOYEE SAFETY	500	0.00	103.42	396.58	21%
10-6000-4214 ALLOWANCES	55,000	0.00	0.00	55,000.00	
10-6000-4314 BUILDING MAINT	5,000	0.00	0.00	5,000.00	
10-6000-4315 REPAIRS, EQUIP VEH.	281,353	0.00	15.97	281,337.03	0%
10-6000-4523 TELEPHONE	3,000	226.82	1,801.55	1,198.45	60%
10-6000-4950 ANNUA EBT SERVICE	47,266	0.00	47,266.85	(0.85)	100%
10-6000-4951 ANN	2,363	0.00	1,181.67	1,181.33	50%
10-6000-4955 FIREFILE ZR 2 ND	5,000	0.00	7,665.00	(2,665.00)	153%
10-6000-4956 OVERHEAD ALLOCATIONS FIRE DEP	19,506	0.00	0.00	19,506.00	
FIRE DEPT. T s:	418,988	226.82	58,034.46	360,953.54	14%

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	Period Ending 2/29/2024	
10 GENERAL FU	UND	

Description	Budget	MTD	YTD	Variance	Percent
0-7000-4304 REPAIRS & MAINT.	23,500	0.00	0.00	23,500.0	
0-7000-4314 BUILDING MAINT	1,000	0.00	0.00	1,000.0	
0-7000-4501 ELECTRICITY	6,000	367.68	3,318.33	2,681.6	
0-7000-4504 SANITATION	1,500	200.40	1,903.60	(403.60) 127%
0-7000-4538 GEN. LIAP	1,000	0.00	0.00	1,000.0)
0-7000-4539 PROPE	1,000	0.00	1,000.00	0.0	100%
0-7000-4702 EQUI & REPS IARRIS FI	1,000	0.00	0.00	1,000.0)
0-7000-4703 SILAS M. RE	16,500	0.00	0.00	16,500.0	
0-7000-4704 FRANCES H	6,500	0.00	22.91	6,477.0	9 09
0-7000-4954 OVERHEAD LLOCATIONS PARKS	5,359	0.00	0.00	5,359.0	
PARKS Total	63,359	568.08	6,244.84	57,114.1	3 10%
		5			

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44%

49,152.59

Town of Chatham 3/4/2024 9:57:54 AM

STREETS Totals:

Page Period Ending 2/29/2024 10 GENERAL FUND Variance **Budget** MTD YTD Percent Description 10-8000-4102 WAGES 36.316 1,350.00 5,715.00 30,600.54 16% 10-8000-4104 ACCRUED VACATION 3,019 0.00 0.00 3,019.10 437.21 16% 10-8000-4201 SOCIAL SECURITY 2,724 103.28 2,286.46 10-8000-4202 VSRS 2,179 0.00 0.00 2,178.93 10-8000-4211 WORKMAN'S COMP 0.00 1,500 0.00 1,500.00 10-8000-4212 EMPLQ 12,000 0.00 0.00 12,000.00 E INS. 10-8000-4216 HYB **VRS** 0.00 0.00 526.58 527 RETIREMENT 10-8000-4304 REPAIN 0.00 1,989.83 18,010.17 10% 20,000 10-8000-4316 WASTE DISE 95,475 7,824.13 62.831.01 32.643.99 66% 10-8000-4317 INFRAMARK BAS 13,876.79 111,014.32 59.880.91 65% 170,895 KS & 10-8000-4318 INFRAMARK RE 71,836 4,102.76 32,822.08 39,014.30 46% **MAINT** 2,000 17,445.24 55% 10-8000-4501 ELECTRICITY 2,405.31 14,554.76 48.00 233.55 2,766.45 8% 10-8000-4508 GAS, OIL & GREASE 00 10-8000-4523 TELEPHONE 00 0.00 0.00 600.00 10-8000-4535 MOTO VEH. INS. 0.00 0.00 500.00 9 10-8000-4538 GEN. LIABILITY 0.00 0.00 2,000.00 2.00% 103% 10-8000-4549 SUPPLIES 0.00 2,056.48 (56.48)10-8000-4550 TOOLS 34,523 0.00 29,928.64 4,593.93 87% 5,425.00 10-8000-4551 BEAUTIFICATION 35,425 0.00 30,000.00 15% 11% 10-8000-4702 STREET MAINT. 22,478 2,430.00 20,048.00 10-8000-4703 STREET LIGHTING 12,900 0.00 0.00 12,900.00 REPAIRS/MAINT 1,103.21 10-8000-4706 EDMUND GILES 3,200 2,096.79 34% **GATEWAY PARK** 465 84 0.00 19% 10-8000-4708 SOUTH ISLAND SMALL 7,800 6,334.16 ISLAND WELCOME SIGN 200 10-8000-4954 OVERHEAD 0.00 51,154.00 51,154 **ALLOCATIONS STREETS**

27

29,710.27

624,050

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Period	Ending	2/29/2024
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10 GENERAL FUND					
Description	Budget	MTD	YTD	Variance Pe	rcent
10-9000-4304 REPAIRS & MAINT.	22,000	61.97	1,549.68	20,450.32	7%
10-9000-4506 PERP. CARE CONTRIB.	2,500	0.00	0.00	2,500.00	
10-9000-4512 CEMETERY REPAIRS	25,000	0.00	0.00	25,000.00	
10-9000-4538 GEN. LIAB.	1,000	0.00	646.00	354.00	65%
10-9000-4802 OVERHEA ALLOCATIONS CEMETRY	4,665	0.00	0.00	4,665.00	
CENTERY Mals:	55,165	61.97	2,195.68	52,969.32	4%

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Period Ending 2/29/2024				•	
Expenses Totals:	1,699,134	105,051.33	973,208.96	725,924.83	57%



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Period Ending 2/29/2024



10 GENERAL FUND Totals:

17,025.22

(8,847.25)

Town of Chatham 3/4/2024 9:57:54 AM

ROBIN COURT

REPAIRS

30-3506-0000 FEMA FUNDS FOR

Revenues Totals:

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Period Ending 2/29/2024					
30 WATER/SEWER					
Description	Budget	MTD	YTD	Variance	Percent
Revenues					
30-3146-0000 TRANS. FROM RESERVES	(982)	0.00	0.00	982.09	
30-3181-0000 INFRAMARK REIMBURSEMENT	0	504.07	2,469.47	2,469.47	
30-3182-0000 REVEN FROM SEPTIC HAULERS	5,000	0.00	6,179.00	1,179.00	124%
30-3300-0000 WAT REF NUF	1,144,000	(97.83)	392,634.00	(751,366.00)	34%
30-3303-0000 OTHER EP REVENUE	0	2,616.74	26,354.66	26,354.66	
30-3305-0000 RECONNECTION	300	900.00	3,300.00	3,000.00	1100%
30-3306-0000 WATER/SEWER PENALTIES	1,000	2,246.39	10,529.67	9,529.67	1053%
30-3307-0000 BULK WATER SALES	7,500	252.40	717.40	(6,782.60)	10%
30-3308-0000 SEWER REVENUE	32 700	(342.50)	305,319.33	(519,680.67)	37%
30-3309-0000 OTHER SEWER REVENUE	0	8,233.16	23,830.81	23,830.81	
30-3311-0000 SEWER TAP FEES	2 0	0.00	100.00	(2,900.00)	3%
30-3312-0000 WATER TAP FEES	₫ĴĿ.	0.00	1,600.00	100.00	107%
30-3501-0001 PITT CODEPT OF PUBLIC WORKS W/S REV	230,000	0.00	0.00	(230,000.00)	- 1
30-3502-0002 VDH GRANT FUNDS	3,234,772	0.00	514,505.95	(2,720,266.05)	16%
30-3502-0004 VDH GRANT FUNDS	150,000	.00	(7,141.16)	(157,141.16)	-5%

47,000

5,648,090

14,312.43

0.00

9.13

(47,000.00)

23%

(4,367,690.78)

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Period	Ending	2/29/2024
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30 WATER/SEWER					
Description	Budget	MTD	YTD	Variance F	Percent
Expenses					
30-9310-4304 REPAIRS & MAINT.	10,000	0.00	8,089.47	1,910.53	81%
30-9310-4316 INFRAMARK BASE	724,244	58,808.99	470,471.92	253,771.75	65%
30-9310-4318 INFRAMARK REPAIRS & MAINT	120,136	9,753.21	78,025.68	42,110.58	65%
30-9310-4501 ELECT 11Y	70,000	6,667.43	43,498.83	26,501.17	62%
30-9310-4521 POST SE	1,500	0.00	0.00	1,500.00	
30-9310-4524 TELE FTP AT/ COSTS	2,850	36.04	13,393.69	(10,543.69)	470%
30-9310-4525 UTILITY LOC 10 COSTS	730	0.00	547.95	182.05	75%
30-9310-4537 PUBLIC OFF. LIA 17Y	1,500	0.00	0.00	1,500.00	
30-9310-4538 GENERAL LIABILITY	9,000	0.00	9,000.00	0.00	100%
30-9310-4549 SUPPLIES	500	0.00	0.00	500.00	
30-9310-4581 DUES, SUBS. & OTHER	00	0.00	4,456.00	(956.00)	127%
30-9310-4950 ANNUAL DEBT SERVICE	184	0.00	135,116.19	(12,632.19)	110%
30-9310-4951 ANNUAL DEBT SERVICE -		0.00	13,218.80	(13,218.80)	
30-9310-4959 OVERHEAD ALLOCATIONS WATER	3,61	0.00	0.00	369,675.07	
30-9310-4970 FRESH WATER INTAKE & WATER LINES	2,519,540	0.00	0.00	2,519,540.00	
30-9310-4971 ENGINEERING FRESH WATER INTAKE & WATER LINES	415,232	3.00	0.00	415,232.00	
WATER Totals:	4,370,891	75 65.67	775,818.53	3,595,072.47	18%



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Period Ending 2/29/2024					
30 WATER/SEWER					
Description	Budget	MTD	YTD	Variance F	ercent
30-9320-4301 CONTRACT LABOR	5,000	0.00	0.00	5,000.00	1000
30-9320-4316 INFRAMARK BASE	760,190	61,727.80	493,822.40	266,367.15	65%
30-9320-4318 INFRAMARK REPAIRS & MAINT	85,489	6,940.37	55,522.96	29,965.66	65%
80-9320-4501 ELECTRICATY	0	139.71	755.26	(755.26)	
80-9320-4521 POSTA	1,500	0.00	0.00	1,500.00	
80-9320-4523 TELF ONE	3,500	283.84	2,325.94	1,174.06	66%
80-9320-4537 PUB C OF JAL JAB.	1,000	0.00	0.00	1,000.00	
80-9320-4538 GEN. L. ZITY	1,000	0.00	0.00	1,000.00	
80-9320-4539 OFFICE /PR	8,000	0.00	8,000.00	0.00	100%
30-9320-4581 DUES, SUBS, & C	3,500	0.00	3,180.00	320.00	919
80-9320-4701 MACH. & EQUIP	300,000	0.00	550.00	299,450.00	0%
80-9320-4954 OVERHEAD ALLOCATIONS SEWER	108,021	0.00	0.00	108,020.84	
SEWER Totals:	,27 99	69,091.72	564,156.56	713,042.45	44%
	•				
				•	

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Period Ending 2/29/2024					
Expenses Totals:	5,648,090	144,357.39	1,339,975.09	4,308,114.92	24%



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Period Ending 2/29/2024



30 WATER/SEWER Totals:

(130,044.96)

(59,575.96)

Cash Balance Report

Period Ending 2/29/2024

Town	of (Chath	nam
014100	004	0.50	A B 4

/2024 9:58	3 AM		Page 1/2
Bank 1	FCB - GENERAL FUND Acct#- 4352		
	Account	a xfninkijeb	Balance
	10-1010-0001 CHECKING FIRST CIT.		\$295,590.03
	30-1010-0001 CHECKING FIRST CITIZENS		\$1,694,258.97
	Bank 1	Total:	\$1,989,849.00
Bank 3	FCB - WATER & SEWER SAVINGS CD Acct#-	2723	
	scount	Barris and hour-ty	Balance
	10-1100-1103 FIRST CITIZENS SAVINGS		\$0.00
	3 100 103 FIRST CIT. RESERVE		\$71,347.55
	Bank 3	Total:	\$71,347.55
Bank 8	FCB - NVE / NT SAVINGS CD Acct#- (8027	
	Accou	Heat - Miles Wild - Co	Balance
	10-1100-1 N STMENT SAVINGS		\$129,710.04
	30-1100-1183 F TT. P A MENT		\$407,495.35
	Bank 8	Total:	\$537,205.39
Bank 12	FCB - CEMETERY TRUST CD A 27	'31	
	Account		Balance
	10-1100-1184 CEMETERY TRUST - F		\$28,267.27
	30-1100-1184 BB&T ESCROW - 2007		\$0.00
	Ba 12	otal:	\$28,267.27
Bank 16	FCB - Chatham Vol Fire Dept Acct#- (6	
	Account		Balance
	10-1100-1120 TOC - Chatham Vol Fire Departn	nent	\$2,894.22
	Bank 16		\$2,894.22
Bank 17	FCB - Chatham Fire Dept Building Fund Acct#-	3334	
	Account		Balance
	10-1100-1121 TOC - Chatham Fire Dept Buildin	ng Fund	16,168.31
	Bank 17	Total:	\$16,168.31
Bank 18	FCB - Capital Reserve CD - Sewer Acct#-	4686	
	Account		Balance
	10-1100-1187 REVITALIZATION ACCT		\$0.00
	30-1100-1187 FCB CAPITAL RESERVE CD - S	SEWER	\$36,376.23
	Bank 18	Total:	\$36,376.23
Bank 19	FCB - Capital Reserve CD1 Acct#- 4694		
	Account		Balance
	10-1100-1110 CAPITAL RESERVE GENERAL	FUND	\$54,443.86
	Bank 19	Total:	\$54,443.86
Bank 20	FCB - Capital Reserve CD2 Acct#- (4678		
	TOC March 11, 2024, Council Backet, F	2000 67 of 92	

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Cash Balance Report

Period Ending 2/29/2024

Town of Chatham

1/2024 9:58	3 AM			Page 2/2
THE T	Account	Mr VII		Balance
	10-1100-1111 CAPITAL RESER	VE GENERAL F	UND	\$54,561.70
		Bank 20	Total:	\$54,561.70
Bank 21	FCB - CEMETERY SAVINGS Acct#	# - (4846	Sutra 7 Miles	
	Account			Balance
	10-1100-1188 FCB - CEMETER	Y SAVINGS		\$40,029.41
		D		\$150,643.11
		Bank 21	Total:	\$190,672.52
Bank 22	FCB APITAL IMPROVEMENT A	cct#- (4	1854	
	, Cor			Balance
	1 10/ 1 CEMETERY TRU	IST PEOPLES		\$0.00
	30-11(MPROVEMENT		\$34,742.63
		Bank 22	Total:	\$34,742.63
Bank 23	FCB - CAPITAL RE RVF	4862		
	Account			Balance
	10-1100-1189 FCB - CAPITAL	RVE		\$183,429.15
		ank 23	Total:	\$183,429.15
Bank 24	FCB-CD CAPITAL IMPROVEMENT	FUNP CL	5398	
	Account		of the state of	Balance
	10-1100-1188 FCB - CEMETER	Y SAV GS		\$40,029.41
	30-1100-1188 FCB RESERVE C	D O		\$150,643.11
		Bank 24	ote	\$190,672.52
Bank 25	FIRST CITIZENS BANK RESERVE	FUND Acct#-	507	
W-MA	Account			Balance
	10-1100-1190 FIRST CITIZENS	BANK CD		\$502,058.73
		Bank 25	Total:	\$502,058.73
		Total Cash Ba	lance:	,892,689.08
		Total Gasti ba	101100.	,502,000.00

GL Balance Sheet

Period Ending 2/29/2024

Town of Chatham 3/4/2024 9:59 AM

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) GEN	ERAL FUND	
Asset		
	10-1010-0001 CHECKING FIRST CIT.	\$295,590.03
	10-1100-1110 CAPITAL RESERVE GENERAL FUND	\$54,443.86
	10-1100-1111 CAPITAL RESERVE GENERAL FUND	\$54,561.70
	10-1100-1120 TOC - Chatham Vol Fire Department	\$2,894.22
	10-1100-1 TOC - Chatham Fire Dept Building Fund	\$16,168.31
	10-1 183 VESTMENT SAVINGS	\$129,710.04
	10-1 2-11 CEN TERY TRUST - FC	\$28,267.27
	10-1100-1188 & CEMETERY SAVINGS	\$40,029.4
	10-1100-118y FC PITAL RESERVE	\$183,429.15
	10-1100-1190 FIRE CITY BANK CD	\$502,058.73
	10-1102-0000 PETT - CA 1/	\$50.00
	10-1103-0000 CHANGE F ND	\$300.00
	10-1131-0000 ACCT RECEIV. 3LL (FF QUE TO FUND 30)	-\$1,350.00
	10-1137-0000 ACCTS. REC. GARBAG	\$5,299.06
	10-1138-0000 MEALS TAX RECEIVAGE	\$5,876.57
	10-1139-0000 BUSINESS LICENSE RECEIVA	\$11,898.4
	10-1300-0000 PREPAID TAXES	-\$22.00
	10-1310-0000 UNCOLLECTED TAXES CURRENT	\$95,872.80
	10-1312-0000 INTEREST RECEIVABLE-TAXES	\$3,147.54
	10-1313-0000 PENALTY RECEIVABLE-TAXES	\$13,863.33
	10-1314-0000 DECALS REC.	\$28,424.99
	10-1320-0000 DEL.TAXES DUE	-\$12,202.7
	10-1330-0000 ALLOW.UNCOLL. TAXES	-\$2,500.00
	10-1350-0000 OTHER ACCTS. REC.	\$0.68
	10-1373-0000 FF STIPEND RESERVE	\$184,037.97
	10-1980-0000 OTHER REIMB.	\$42.12
	10-1981-0000 15K FIRE DEPT TRAINING GRANT OCT 11 2022	\$30,000.00
	Total	\$1,669,891.45
Liabili	tv	
	10-2010-0000 ACCTS. PAYABLE	\$10,785.34
	10-2015-0000 A/P FIRE DEPARTMENT	\$184,037.97
	10-2300-0000 FED. TAXES WITHHELD	\$2,712.76
	10-2310-0000 STATE TAX WITHHELD	\$760.00
	10-2320-0000 FICA WITHHELD	\$26,066.22
	10 2020 0000 110, 111111111	

GL Balance Sheet

Period Ending 2/29/2024

Town of Chatham

	-\$21,877.58
	-\$81.60
	\$169.43
	\$1,250.00
	\$41,175.00
	-\$41,175.00
	-\$1,486.92
	\$943,072.60
	\$258,117.85
	-\$8,847.25
	\$552,962.55
Total	\$1,965,219.83

GL Balance Sheet Period Ending 2/29/2024

Town of Chatham 3/4/2024 9:59 AM

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0 WATER/SEWER	
Asset	
30-1010-0001 CHECKING FIRST CITIZENS	\$1,694,258.97
30-1100-1103 FIRST CIT. RESERVE	\$71,347.55
30-1100-1183 F. CIT. INVESTMENT	\$407,495.35
30-1100-1185 FCB - CAPITAL IMPROVEMENT	\$34,742.63
30-1100 7 FCB CAPITAL RESERVE CD - SEWER	\$36,376.23
30-1 1188 FCB RESERVE CD	\$150,643.11
30-1-81-00 ACCES. REC. WATER CURRENT	-\$5,506.88
30-1132-0000 S. REC. SEWER CURRENT	-\$27,914.70
30-1133-00 DF W & S	\$3,023.25
30-1135-0000 R RVF TFUL ACCTS.	-\$2,148.46
30-1136-0000 ACC 1-1 TO CSA	-\$8,034.22
30-1139-0000 ACCT. READT	\$232,905.18
30-1370-0000 CONSTRUCT N II. CONSTRUCT N III. CONSTRUCT N IIII. CONSTRUCT N III. CONSTRUCT N III. CONSTRUCT N III. CONSTRUCT	\$537,460.36
30-1500-0000 BOND ISSUE COST	\$30,155.68
30-1610-0000 WATER PLANT IN SELVICE.	\$8,447,166.98
30-1640-0000 ACCUMULATED DEP.	-\$5,044,847.26
Total	\$6,557,123.77
Liability	
30-2010-0000 ACCTS. PAYABLE	\$16,760.26
30-2011-0000 DEPOSITS ON WATER ACCTS	\$39,138.00
30-2018-0000 UTILITY PREPAYMENT	-\$66,229.15
30-2021-0000 BONDS PAYABLE - 2008	\$499,249.52
30-2022-0000 BONDS PAYABLE - 2012	\$929,003.00
30-2400-0000 DEFERRED REVENUE	\$1,564,368.94
30-2910-0000 CONTRIBUTED CAPITAL	\$1,657,722.00
30-2990-0000 FB RETAINED EARNINGS	\$1,518,351.68
Current Fund Balance Adjustment	-\$59,575.96
P/Y Fund Balance Adjustment	\$718,772.48
Total	\$6,817,560.7



TVICE CHATHAM, VIRGINIA FINISHED BUSINESS











Progress Review

Review Date	•	.,		Date of Previ	ious Review:
Review Inter Probationa Period End	ary d	6-Mor		12-Month	Other:
Employee Nam	e (Lasterst, MI):		Employee I N/A	D Number:	
Job Title:			Job Descrip	otion:	
Department:			Ca	tegory: Full Non-Exempt	Time Part Time Exempt
Employment Da	ate:	s Nam	e:	Supervisor's Ti	tle:
	n Overall Progr	ess ndie vrogr	toward meet	ing Performance Plan	. Attachments may be added if necessary).
_	Contributor		nce shows ed performa		nievement toward meeting
	Below Contributor		nce shows nance expe	deficiencies w ectations.	high teache with the attainment
_	Probationary Period Extend *Extension must be preapproved by Comp. & Perf. Mgt. Office	ed for perfor	ance with F mance reas	Policy 1.45, the sons until:	propat pary riod is extended
Employee Development Plan (Attachments may be added if necessary) Attachments or additional pages					
Personal Lea	rning Goals:				



Learning Steps/Resource Needs:		
Employee Comments (Encouraged not red	quired):	
Supervisor Companies:		
Supervisor's Signature:	Date:	
Employee's Signature:	Date:	

(Employee Signature indicates this review was received are seed in person)

- Employees will be formally evaluated in a and July of each year
- Informal evaluations can occur at any time and do require the use of this form, however the form may be used by making other—informal" a top of page 1
- This form when completed is considered Protected 1 erso 1 Information (PPI) and will be handled as such
- Employee will be given a hard copy of this form when signed

Volunteer Service Hours

Recommending: Up to 16 hours of paid leave per year

Is available to eligible employees to use to provide service as a volunteer member of a service organization or through authorized school assistance. Part-time employes receive an amount of leave proportionate to the pregrade of hours they work a full 40-hour workweek. Bences would still need to be coordinated and approve the Supervisor so that staffing requirements are printained.

NEWCOMB CARPET, INC.

1491 W. MAIN STREET
DANVILLE, VIRGINIA 24541
Contractor Class B License # 2705143203
(434) 793-8943

Town Of Chatham/ Carpet estimate

Kelly Hawker 434-432-9515

Estimate/Contract

DATE:	SALES PERSON:			
2-27-2024	-27-2024 Chris		Chris	
16 Court Pla	ce			
Chatham V	'a			

Carpet Re	cement for	Foyer and	Steps runner
-----------	------------	-----------	--------------

12x42 Inders Jufftex ZZ049 color: 427 Still Water

Cushion Ly-inch i Osy

24ft trasnsition Br Nickel

Labor

Move 2 bookshelfs (will need to perfect if full)

Take up exiting carpet and disposit

Install carpet 56sy

Install 16 steps runner 2.4ft wide with binding on liges

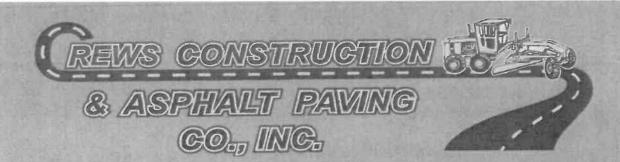
Of both sides

Install carpet on landing at the top

Materials and labor total: \$4541.52

(Please note if we run into subfloor or concrete issues it can cause other

Date Signed:	Customer Signature:
	Customer Printed Name:
	Contractor Signature:
	Contractor Printed Name



Proposal

Proposal Submitted to:

Malcolm Burgess

Inframark

Work To be Perform at:

Town of Chatham

Ehatham, Va

Project

8" sanitary sewer replacement

and 3 ea. pre-cast sale by several anholes

Proposal No: 1

Date: December 14, 2023

Charles Burger

Crews Construction & Asphalt Paving Company, Inc.

14001 Mount Cross Road Dry Fork, Virginia 24549 434-724-7920 office

434-724-2662 fax

charles@crews.construction

We prop	pose to furnish the materials an per in the labor necessary for the con	opletion of the following tasks:
	Proposed Work Descriptor	Dollar Amount
1	Scope of project: replace three structure 17 cep and 720' of 8" terracotta sewer main located along a chek by terr	

	- Install 3 each sanitary sewer structures. Estimated depth	
	given was 7'. If chosen for this project exact measurements of	
	line and structures will be required, materials cost may need	
	adjustment.	
	- Install approximately 720' of 8" ductile iron of sanitary with	
	grip glands.	
ţ.	**This proposal's scope is to install the NEW 8"	
1	ductile iron sewer main at the current elevations	
	and in the same alignment as the existing line. **	
	and in the same angularies as the same and	
		Total \$162,000.0
2	Cl-1 rip r bap' moring with geo fabric, bank armor	
		\$75.00 per ton installe
3	Construction road of ide width may vary due to geography of	
	the land.	
	- Road length varied once the project starts, based	
	on the access point the roject in relation to the location of	
	the line to be replaced.	
		\$15.00 per foo
	Project Notes:	
	1. This price is good for 30 days and the date of	
	this proposal.	
	2. The owner is responsible for locating all Richard utilities.	
	3. EC-2 blanket material, service lateral connections.	
	pipe cradles, sewer structure and piping testing a not	
	included in this proposal at this time.	
	4. Crews Construction and Asphalt Paving Company is not	
	responsible for damage to existing paved driveway/ parking	
	lot during construction.	
	5. This price <i>does not include</i> relocation of conflicting utilities	
	or storm water piping, if encountered the owner will be	
	notified of the additional expense.	
	6. This price does not include under-cut of sub-grade or	
	removal of unsuitable materials due to the following	
	situations: Inorganic materials, root infiltration, bed-rock	
	or inadequate soil conditions in sub-grade. In the event of	
	having to make an undercut beyond the sub-grade depth	
	required for stone and asphalt or pipe and structures, the	
	owner will be notified by Crews Construction & Asphalt	
	Paving Company.	

N	NOTES:								
N	o Saw Cutting	No Testing	No Density Test						
N	o Prime of Stone	No Bond or Permits	No Weekends	Includes Traffic Cont	rol				
tl is	We have priced this quote to the best of our ability. Price is good for 30 days. In the event the sub grade area is unsuitable for the stone base; price adjustments may be necessary. In case this is necessary the owner would be notified before proceeding. This clause is to protect the owner and the contractor to create the best-looking job that will be enjoyed for years to come. PAYMENT IS DUE UPON COMPLETION OF THE JOB.								
	are authorized to implete	he above prices, specifications this contract as specified. If e added to our schedule.							
	Signature:			Date:					