

AGENDA
PUBLIC HEARING
Monday, November 13, 2017
7:00pm

CALL TO ORDER
PLEDGE OF ALLEGIANCE
ROLL CALL
DETERMINATION OF QUORUM

... Public Hearing Notice for FY0218 Budget Amendment (Pg. 3)

AGENDA
TOWN COUNCIL MEETING
HAMILTON, VA
Monday, November 13, 2017
Will begin immediately following the public hearing

CALL TO ORDER

PUBLIC COMMENT

GUESTS

MINUTES – Discussion and Approval

... Town Council Meeting – October 16, 2017 (Pgs. 4-11)

MAYOR’S REPORT

WATER & SEWER COMMITTEE (Snyder, Green, Simpson, Wine)

... Report from Staff

PARKS & RECREATION COMMITTEE (Clark, Simpson, Unger, Wine)

TREASURER’S REPORT (Jones)

... November Treasurer’s Report – As of October 31, 2017 (Pgs. 12-17)

FINANCE COMMITTEE (Unger, Jones, Simpson, Wine)

PUBLIC SAFETY

& ZONING ENFORCEMENT COMMITTEE (Jones, Snyder, Simpson, Wine)

PERSONNEL COMMITTEE (Simpson, Green, Wine)

PLANNING COMMISSION (McCann, Clark)

... Next Planning Commission Meeting – November 15, 2017

OLD BUSINESS

- ... Resolution 2017-15 Resolution to Amend the FY2018 Budget (Pg. 18)
- ... Proposed cellular lease terms for existing Sprint installation

NEW BUSINESS

- ... Holiday Tree Lighting - Sunday, December 3, 2017 at 6:00pm
- ... Christmas Luminaria – Sunday, December 24, 2017
- ... Re-appoint Robert McCann to the BZA for a five year term, beginning November 19, 2017
- ... 2017 November-December Holiday Schedule (Loudoun County is as follows):
 - ... Thanksgiving - ½ Day Wednesday, November 22, 2017
All Day Thursday & Friday, November 23 & 24, 2017
 - ... Christmas – ½ Day Friday, December 22, 2017
All Day Monday & Tuesday, December 25 & 26, 2017
 - ... New Year's – All Day Monday & Tuesday, January 1 & 2, 2018

CLOSED SESSION MOTION (Pg. 19)

The Hamilton Town Council will convene a closed session to discuss the following:

1. Consultation with legal counsel pertaining to the discussion of prepaid sewer availability and connection fees as authorized by Code of Virginia of 1950, as amended, Section 2.2-3711 (A)(7).

NEW BUSINESS (CONT.)

- ... Resolution 2017-16 to Certify the Closed Session (Pg.20)

ADJOURNMENT

**Notice of Public Hearing
FY2108 Budget Amendment
Town of Hamilton, Virginia**

Pursuant to Code of Virginia, as amended, Section 15.2-2507, the Hamilton Town Council will hold a public hearing at the Hamilton Town Office, 53 East Colonial Highway, Hamilton, Virginia, on Monday, November 13, 2017, beginning at 7:00 p.m. to receive comments and consider taking action on a proposed FY2018 budget amendment to increase the General Fund by \$75,000 as revenue from prior year accumulated surplus funds and appropriate \$75,000 to purchase equipment for the Hamilton Community Park.

The regularly scheduled Town Council meeting will take place immediately following the public hearing.

Information regarding the proposed budget amendments is available at the Town Office, Monday through Friday, between the hours of 8:00 a.m. and 4:30 p.m.

David R. Simpson
Mayor

**MINUTES
HAMILTON TOWN COUNCIL
PUBLIC HEARING AND REGULAR MEETING
OCTOBER 16, 2017**

TOWN COUNCIL

PRESENT: David R. Simpson, Mayor
Kenneth C. Wine, Vice Mayor
John Unger, Council member
Matthew Clark, Council member
Michael Snyder, Council member – In at 7:24PM
Rebecca Jones, Council member

ABSENT: Craig Green, Council member

STAFF: Lori Jones, Treasurer
Daniel Galindo, Zoning Administrator – Absent
Maureen Gilmore, Town Attorney
Jennifer Noel, Recorder

CALL TO ORDER THE PUBLIC HEARING:

Mayor Simpson called to order the Public Hearing of the Hamilton Town Council at 7:00PM.

PUBLIC HEARING ITEM:

- Public Hearing Notice for an Ordinance Adopting and Enacting a New Code for the Town of Hamilton, Virginia

There being no comment the Public Hearing Item was closed at 7:05PM.

CALL TO ORDER THE REGULAR MEETING:

Mayor Simpson called to order the Regular Meeting of the Hamilton Town Council at 7:05PM.

PUBLIC COMMENT:

Patrick Szabo with Loudoun Now introduced himself as the reporter that is now covering the Town of Hamilton news.

GUESTS:

None Present

MINUTES:

Vice Mayor Wine made a motion to approve the September 11, 2017 Town Council minutes as amended.

Motion: Vice Mayor Wine
Second: Council member Jones
Carried: 5-0-2

Simpson - Aye
Unger - Aye
Green - Absent
Snyder - Absent
Wine - Aye
Clark - Aye
Jones - Aye

MAYOR'S REPORT:

Mayor Simpson stated that the storage container from the Town parking lot has been removed and a new shed has been installed. He stated that there is a new propane tank installed with the proper type of line. He stated that he will be speaking with Mrs. Person about how the new parking lot will look and once he speaks with her he will move forward with having the lot graded and the parking lot established.

WATER & SEWER COMMITTEE - Report from Staff

Staff member Wilmoth came forward to speak. He stated that the day to day has been pretty straight forward. He stated that every year the Town has to give Virginia 811 a plan on how the Town makes residents aware that they need to contact Miss Utility before they dig so he will be working with Mrs. Jones to get that out to them. Mr. Wilmoth stated that the Water & Sewer Committee met on September 22, 2017 at the wastewater treatment plant. He stated Emery & Garrett Groundwater Investigations completed the ground water investigation and submitted their report and which indicated some potential Well sites on the Town's property adjacent to the wastewater treatment plant property. He stated that Kevin Murray with Tri-Tek stated that there are a couple other places in the area that he believes may be suitable well sites and that the Town should do a desktop survey to confirm. Those sites are the Park and the Well site on St. Paul Street, which he believes may be a bigger opportunity. He stated that they are in that process now.

Vice Mayor Wine made a motion to amend the agenda to have Item #3 under New Business – Request for a second meter by Mr. James Whalen for his irrigation system be moved to Closed Session. Council member Unger seconded the motion. The Council consented.

Vice Mayor Wine made a motion that all four items under Old Business be moved to Closed Session as well. Council member Unger seconded the motion. The Council consented.

PARKS & RECREATION COMMITTEE:

Council member Clark stated that the Committee discussed putting in new equipment at the Park and he now has some more concrete information regarding that. He stated that the Committee is in agreement that they would like to recommend increasing the General Fund CIP budget by \$75,000 to add a new keystone piece of equipment in the Park. He stated that they are hoping not to spend all of that and that funding from other sources may come through to assist the Town.

The Mayor indicated that later in New Business is an item to schedule a Public Hearing for increasing the budget in the General Fund CIP fund for the Parks and Recreation Committee equipment purchase.

TREASURER’S REPORT:

Monthly Treasurer’s Report – Mrs. Jones gave the Treasurer’s report for August and September to the Town Council and was open for any questions that the Town Council may have.

Council member Unger made a motion to approve the Treasurer’s Report for September 2017 as presented.

Motion: Council member Unger
Second: Vice Mayor Wine
Carried: 5-0-2

Simpson - Aye
Unger - Aye
Green - Absent
Snyder - Absent
Wine - Aye
Clark - Aye
Jones - Aye

Ms. Jones also reported that the Town received a check from the Reston Bike Club for \$200 even though they did not use the Park for this year's Century Ride. She also indicated that if anyone wants to order anything with the Town logo on it please let her know as she will be placing an order.

FINANCE COMMITTEE:

Council member Unger stated that he has nothing new to report.

PUBLIC SAFETY & ZONING ENFORCEMENT COMMITTEE:

Council member Jones stated that she has nothing new to report.

PERSONNEL COMMITTEE:

Nothing new to report.

PLANNING COMMISSION:

Chairman McCann stated that the Planning Commission's next meeting will be on November 15, 2017 to discuss Airbnb and the goal is to have a public hearing in January.

OLD BUSINESS: ALL ITEMS BELOW WERE MOVED TO CLOSED SESSION

- Expiration of Verizon Special Use Permit
- Proposed Cellular Lease Terms for Verizon
- Proposed Cellular Lease Terms for Existing Sprint Installation
- Request for Proposals for Internet Service

NEW BUSINESS:

- Ordinance 2017-04 – An Ordinance Adopting and Enacting a New Code for the Town of Hamilton, VA

Council member Unger made a motion to Adopt Ordinance No. 2017-04, An Ordinance Adopting and Enacting a New Code for the Town of Hamilton, Virginia; Providing for the Repeal of Certain Ordinances not Included Therein; Providing a Penalty for the

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Violation Thereof; Providing for the Manner of Amending Such Code; and Providing when such Code and this Ordinance Shall Become Effective.

Motion: Council member Unger
Second: Vice Mayor Wine

Simpson -	Aye
Unger -	Aye
Green -	Absent
Snyder -	Absent
Wine -	Aye
Clark -	Aye
Jones -	Aye

This motion had to be withdrawn as this item needs to have a super majority vote to enact the Ordinance.

- Halloween Hours – Tuesday, October 31, 2017, 5:00PM – 9:00PM.
- Schedule Public Hearing on November 13, 2017 at 7:00 PM to receive comments and consider taking action on a proposed FY2018 Budget Amendment to increase CIP budget for expenditures of Park Equipment Improvements by \$75,000.
- Council member Clark made a motion to Schedule Public Hearing on November 13, 2017 at 7:00 PM to receive comments and consider taking action on a proposed FY2018 Budget Amendment to increase CIP budget for expenditures of Park Equipment Improvements by \$75,000.

Motion: Council member Clark
Second: Council member Jones

Simpson -	Aye
Unger -	Aye
Green -	Absent
Snyder -	Absent
Wine -	Aye
Clark -	Aye
Jones -	Aye

- County Building and Zoning Permit Process for Sewer Tax District properties and JLMA properties utility requests. **FOR INFORMATION PURPOSES**

- Council member Unger made a motion to reintroduce a motion to **Adopt Ordinance No. 217-04, An Ordinance** Adopting and Enacting a New Code for the Town of Hamilton, Virginia; Providing for the Repeal of Certain Ordinances not Included Therein; Providing a Penalty for the Violation Thereof; Providing for the Manner of Amending Such Code; and Providing when such Code and this Ordinance Shall Become Effective.

Motion: Council member Unger
Second: Vice Mayor Wine

Simpson -	Aye
Unger -	Aye
Green -	Absent
Snyder -	Aye
Wine -	Aye
Clark -	Aye
Jones -	Aye

CLOSED SESSION:

Vice Mayor Wine made a motion to convene a closed session to discuss the following:

- Consultation with legal counsel pertaining to the discussion of actual and/or probable litigation. This includes consultation with legal counsel employed or retained by the public body regarding specific legal matters requiring the provision of legal advice by counsel. The exception is provided in Code of Virginia Section 2.2-3711(A)(7), as amended. The purpose of the closed meeting is to discuss a negligence claim filed on behalf of Thomas Jackson.

The following are requested to attend the closed session;

All Town Council Members
Maureen Gilmore, Town Attorney
Greg Wilmoth, Maintenance Supervisor

Vice Mayor Wine made a motion that the Hamilton Town Council adjourn its closed session and reconvene its regular meeting.

Motion: Vice Mayor Wine
Second: Council member Unger

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Simpson -	Aye
Unger -	Aye
Green -	Absent
Snyder -	Aye
Wine -	Aye
Clark -	Aye
Jones -	Aye

Vice Mayor Wine made a motion to adopt Resolution 2017-14 certifying the closed session of October 16, 2017, certifying that to the best of each members' knowledge only public business matters lawfully exempted from open meeting requirements under the Freedom of Information Act were discussed in closed session to which this certification applies. Only such public business matters which were identified in the motion by which the said closed session were convened were heard, discussed or considered by the Town Council.

Council member Snyder made a motion to deny the claim on behalf of Thomas Jackson dated September 21, 2017 certified return receipt requested regarding the tree that fell on his vehicle outside the Town office.

Motion: Council member Snyder
Second: Council member Clark

Simpson -	Aye
Unger -	Aye
Green -	Absent
Snyder -	Aye
Wine -	Aye
Clark -	Aye
Jones -	Aye

Vice Mayor Wine stated that he looked into the cost for the light replacements at the Water Treatment Plant. The bulbs will cost approximately \$432 each to put in LED lights and that will be a total of \$5,616 to replace all 13 lights.

Vice Mayor Wine made a motion to spend up to \$6,000 to replace the light fixtures at the Harmony Water Treatment Plant.

Motion: Vice Mayor Wine
Second: Council member Snyder

Simpson -	Aye
Unger -	Aye
Green -	Absent

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Snyder - Aye
Wine - Aye
Clark - Aye
Jones - Aye

ADJOURNMENT:

There being no further business the meeting adjourned at 8:11 PM.

David Simpson, Mayor

Jennifer L. Noel, Recorder

**Treasurer's Report
as of October 31, 2017 - All Funds Summary**

Investment Summary	10/31/2017	9/30/2017	8/31/2017	7/31/2017
BB&T Checking General	\$ 512,661.92	\$ (55,466.47)	\$ 4,373.45	\$ (31,322.21)
Water	69,760.03	56,127.63	181,324.88	156,692.08
Sewer	376,895.64	361,355.86	383,469.64	363,020.64
Total BB&T Checking	<u>\$ 959,317.59</u>	<u>\$ 362,017.02</u>	<u>\$ 569,167.97</u>	<u>\$ 488,390.51</u>
BB&T CDs	513,755.45	513,755.45	513,755.45	513,755.45
Wells Fargo Money Market	339,319.05	339,310.41	339,293.39	339,302.05
United Bank Money Market & CDs	838,121.05	838,024.38	836,836.50	837,429.91
Middleburg Bank CDs	162,409.09	161,241.40	161,241.40	161,241.40
LGIP	312,976.09	312,652.89	312,039.42	312,335.25
Total All Funds	<u><u>\$ 3,125,898.32</u></u>	<u><u>\$ 2,527,001.55</u></u>	<u><u>\$ 2,732,334.13</u></u>	<u><u>\$ 2,652,454.57</u></u>

Outstanding Debt - October 31, 2017

2010 General Obligation Water Bond	\$ 371,735.00
General Fund Due To Water & Sewer Funds	320,000.00

Community Park & Fire Department Funds

Town General Fund Park Maintenance Accounts	
BB&T Money Market Account	\$ 15,499.79
BB&T CD	0.00
Total Town GF Park Maintenance Accounts	<u>\$ 15,499.79</u>
Park Committee Donations	
Cardinal Bank Checking Account	<u>\$ 1,790.72</u>
Fire Department Fund	
BB&T Money Market Account	<u>\$ 1,012.48</u>

Water & Sewer Activity - October 2017

753	Regular Cycle Water/Sewer Bills
	Regular Delinquent Bills
	Water turn-offs Due to Non Payment
7	New Accounts Created
3	Adjustments (leak or misread)
	Adjustments (pool credits)
	New Water Connections
	New Sewer Connections

Accounts Payable & Payroll Activity - October 2017

32 # Accounts Payable Checks + Wire Transfers	
\$ 50,146.51	Accounts Payable Checks (List attached)
6 # Employees & Town Council	
\$ 43,945.16	Payroll Expense
\$ 3,857.89	Retirement Expense

**Treasurer's Report
as of October 31, 2017 - General Fund**

FY TO DATE BUDGET ANALYSIS

	<u>FY2018</u>	<u>ACTUAL</u>	<u>\$ BUDGET</u>	<u>%</u>
	<u>BUDGET</u>	<u>10/31/2017</u>	<u>REMAINING</u>	<u>BUDGET</u>
EXPENDITURES				
Wages & Payroll Taxes	\$ 148,868	\$ 45,158.32	\$ 103,709.68	30%
Retirement Contribution	10,157	2,075.85	8,081.15	20%
Health Insurance	38,806	16,008.20	22,797.80	41%
Membership Dues	613	160.00	453.00	26%
General Office Expense	38,240	11,173.68	27,066.32	29%
Legal Services/Codification	58,000	13,365.00	44,635.00	23%
Engineering Services	5,000	0.00	5,000.00	0%
Audit	15,000	16,000.00	(1,000.00)	107%
Trash/Recycling	46,572	15,635.68	30,936.32	34%
Mowing	14,000	5,520.00	8,480.00	39%
Street Lights	8,000	2,064.05	5,935.95	26%
Insurance & Workman's Comp	20,158	-48.00	20,206.00	0%
Donations	2,000	0.00	2,000.00	0%
Planning Commission & Services	5,725	712.96	5,012.04	12%
Recreation & Activity	3,000	864.91	2,135.09	29%
Contingencies	10,486	1,138.61	9,347.39	11%
TOTAL EXPENDITURES	\$ <u>424,625</u>	\$ <u>129,829.26</u>	\$ <u>294,795.74</u>	
REVENUE				
Real Estate Taxes	\$ 217,749	\$ -320.12	\$ 218,069.12	0%
Personal Property Taxes	41,496	40,298.10	1,197.90	97%
Prior Year Taxes	1,250	23.46	1,226.54	2%
Penalty/Interest on Taxes	750	924.31	(174.31)	123%
Automobile Decals	10,500	12,689.50	(2,189.50)	121%
Zoning Fees	2,000	2,175.00	(175.00)	109%
Interest	2,480	1,337.23	1,142.77	54%
Sales Taxes	46,000	15,657.81	30,342.19	34%
Utility Taxes	30,000	8,315.46	21,684.54	28%
BPOL Taxes	12,000	575.93	11,424.07	5%
Fire Programs Grant	10,000	0.00	10,000.00	0%
Park Reservation Fees	1,000	1,100.00	(100.00)	110%
Real Estate Rental Income	46,800	10,600.00	36,200.00	23%
Litter Grant/Misc Income	2,600	709.92	1,890.08	27%
TOTAL REVENUE	\$ <u>424,625</u>	\$ <u>94,086.60</u>	\$ <u>330,538.40</u>	
NET		\$ <u>(35,742.66)</u>		

**Treasurer's Report
as of October 31, 2017 - Water Fund**

FY TO DATE BUDGET ANALYSIS

	FY2018	ACTUAL	\$ BUDGET	%
	BUDGET	10/31/2017	REMAINING	BUDGET
EXPENDITURES				
Wages & Payroll Taxes	\$ 123,074	\$ 40,875.84	\$ 82,198.16	33%
Retirement Contribution	10,995	2,250.06	8,744.94	20%
Health Insurance	39,661	16,525.50	23,135.50	42%
General Office Expense	6,100	1,323.71	4,776.29	22%
Workman's Comp/Liability	6,943	629.00	6,314.00	9%
System Consultant	19,500	0.00	19,500.00	0%
Electricity	30,000	6,297.45	23,702.55	21%
Truck Supplies & Repair	4,000	496.07	3,503.93	12%
Chemicals & Water Testing	8,000	1,942.28	6,057.72	24%
Water Integration	31,860	10,620.00	21,240.00	33%
Repairs - Plant & Equipment	26,792	23,453.32	3,338.68	88%
Repairs - Lines & Hydrants	19,000	4,274.37	14,725.63	22%
Repairs Bldg/Grounds	2,000	174.04	1,825.96	9%
Safety Supplies	1,500	421.11	1,078.89	28%
Cross Connection Program	200	0.00	200.00	0%
2002 VRA Bond Debt Pmt	114,996	105,976.13	9,019.87	92%
Training, Licenses & Dues	1,800	300.00	1,500.00	17%
Contingencies	6,158	2,232.16	3,925.84	36%
TOTAL EXPENDITURES	\$ 452,579	\$ 217,791.04	\$ 234,787.96	
REVENUE				
Water Service Charges	\$ 275,800	\$ 96,748.32	\$ 179,051.68	35%
Connection Fees	3,400	0.00	3,400.00	0%
VRA Bond Surcharge	78,000	26,276.50	51,723.50	34%
Cell Towner Antenna Lease	94,364	31,140.12	63,223.88	33%
Interest	1,015	299.62	715.38	30%
TOTAL REVENUE	\$ 452,579	\$ 154,464.56	\$ 298,114.44	
NET		(63,326.48)		

**Treasurer's Report
as of October 31, 2017 - Sewer Fund**

FY TO DATE BUDGET ANALYSIS

	FY2018 BUDGET	ACTUAL 10/31/2017	\$ BUDGET REMAINING	% BUDGET
EXPENDITURES				
Operating				
Wages & Payroll Taxes	\$ 112,796	\$ 38,458.12	\$ 74,337.88	34%
Retirement Contribution	10,286	2,104.62	8,181.38	20%
Health Insurance	35,003	14,584.50	20,418.50	42%
Workers Comp/Liability	6,086	(435.00)	6,521.00	-7%
System Consultant	10,000	5,938.67	4,061.33	59%
General Office Expense	8,000	2,081.38	5,918.62	26%
Sewer Operations	18,000	5,320.00	12,680.00	30%
Electricity	30,000	7,933.93	22,066.07	26%
Truck & Generator	4,000	493.10	3,506.90	12%
Chemicals & Lab Testing	60,000	11,830.88	48,169.12	20%
Repairs - Plant & Equipment	10,000	3,047.27	6,952.73	30%
Repairs - Sewer Lines	6,000	-	6,000.00	0%
Repairs Bldg/Grounds	5,000	247.41	4,752.59	5%
Safety Supplies	1,500	139.07	1,360.93	9%
Training & Licenses	1,300	225.00	1,075.00	17%
2010 Water Bond Debt	12,777	11,775.12	1,001.88	92%
Grinder Pumps/Maintenance	30,000	-	30,000.00	0%
Contingencies	6,822	2,835.07	3,986.93	42%
TOTAL EXPENDITURES	\$ 367,570	\$ 106,579.14	\$ 260,990.86	
REVENUE				
Sewer Service Charges	\$ 310,800	\$ 111,885.60	\$ 198,914.40	36%
Connection Fees	5,000	-	5,000.00	0%
Interest	4,397	2,697.90	1,699.10	61%
Surcharge for Sewer Loan	46,410	15,463.50	30,946.50	33%
Sewer Tax District Loan	963	-	963.00	0%
TOTAL REVENUE	\$ 367,570	\$ 130,047.00	\$ 237,523.00	
NET		23,467.86		

**Treasurer's Report
as of October 31, 2017 - CIP**

FY TO DATE BUDGET ANALYSIS

GENERAL FUND CIP	FY2018 BUDGET	ACTUAL 10/31/2017	\$ BUDGET REMAINING	% BUDGET
Expenditures				
41 E Colonial Parking/Repairs	\$ 35,000	\$ 9,936.00	\$ 25,064.00	28%
VDOT FY2016 Grant	243,359	6,840.00	236,519.00	3%
VDOT FY2018 Grant	100,000	0.00	100,000.00	0%
WF & SF Loan Payback	40,000	0.00	40,000.00	0%
Park Equipment Improvements	25,000	0.00	25,000.00	0%
LC Transportation CIP Request	541,414	\$ 24,180.00	517,234.00	4%
Total Expenditures	\$ 984,773	\$ 40,956.00	\$ 943,817.00	
Revenue				
VDOT Grant Revenue	274,687	0.00	\$ 274,687.00	0%
LC CIP Revenue	541,414	566,414.00	(25,000.00)	105%
Transfer In from General Fund	168,672	16,776.00	151,896.00	10%
Total Revenue	\$ 984,773	\$ 583,190.00	\$ 401,583.00	
 WATER FUND CIP				
Expenditures				
Water Meter Replacement	6,000	0.00	6,000.00	0%
Well 1&4 Improvements	150,000	23,500.00	126,500.00	16%
Decommission Wells 7-10	10,000	0.00	10,000.00	0%
Rt 7 Waterline Replacement	50,000	0.00	50,000.00	0%
Hydrant Replacement	4,000	0.00	4,000.00	0%
Total Expenditures	\$ 220,000	\$ 23,500.00	\$ 196,500.00	
Revenue				
Transfer in from PY Surplus	\$ 181,900	\$ 5,200.00	\$ 176,700.00	3%
Loan from General Fund	20,000	0.00	20,000.00	0%
Availability Fees	18,100	0.00	18,100.00	0%
Total Revenue	\$ 220,000	\$ 5,200.00	\$ 214,800.00	
 SEWER FUND CIP				
Expenditures				
I & I Program/CMOM	\$ 100,000	\$ 0.00	100,000.00	0%
Total Expenditures	\$ 100,000	\$ 0.00	\$ 100,000.00	
Revenue				
Transfer in from PY Surplus	\$ 67,600	\$ 0.00	67,600.00	0%
Loan from General Fund	20,000	0.00	20,000.00	0%
Availability Fees	12,400	0.00	12,400.00	0%
Total Revenue	\$ 100,000	\$ 0.00	\$ 100,000.00	

Treasurer's Report
Check Listing October 2017

CHECK#	PAYEE	PURPOSE	AMOUNT
20960	BROWNING EQUIPMENT	Misc Repair Supplies	\$167.39
20961	BROY & SON PUMP SERVICE, INC.	Capacitor purchase & Install - Well 14	\$964.08
20962	Core & Main LP	Meters, Hardware and Software Maint.	\$4,075.00
20963	Daniel Gorman	Planning Commission	\$50.00
20964	DOMINION VIRGINIA POWER	Electricity	\$4,937.76
20965	FIVE STAR SEPTIC, INC.	Monthly Park Portable Rent	\$140.00
20966	HOME DEPOT CREDIT SERVICES	Misc Supplies	\$56.74
20967	InstruLogic LLC	SCADA - 3 months	\$7,965.00
20968	JOINER MICRO LABORATORIES, INC	Lab Testing	\$1,888.75
20969	LESLIE F. CARLSON	Planning Commission	\$50.00
20970	NICHOLS HARDWARE	Misc Supplies	\$39.57
20971	ORKIN INC	Town Office Pest Control Contract	\$190.10
20972	TREASURER OF VIRGINIA - VDOT	Renew Permit for Speed Signs	\$100.00
20973	Tri-Tek Engineering	CMOM	\$1,807.50
20974	USA Septic Services LLC	Pump & Haul	\$1,140.00
20975	UTILITY SERVICE CO., INC.	Quarterly Harmony Tank Maintenance	\$2,198.01
20976	AMERICAN DISPOSAL SERVICES INC	Trash & Recycling	\$3,920.49
20977	ANTHEM BLUE CROSS BLUE SHIELD	Health Insurance	\$9,496.00
20978	BB&T BANKCARD CORPORATION	Training, Office Supplies, Comcast	\$938.34
20979	BRAMHALL TRUCKING, INC.	Trench for gas line 43 E Colonial	\$500.00
20980	BROY & SON PUMP SERVICE, INC.	Leak Repair - Laycock & Maryland	\$883.16
20981	Crystal Springs	Office Water Cooler	\$27.70
20982	DE LAGE LANDEN	Copier Lease	\$135.00
20983	LOUDOUN COUNTY CENTRAL GARAGE	Vehicle Fuel	\$262.79
20984	MATTHEW BENDER & CO	Legal Publications	\$271.19
20985	PETTY CASH	Misc Supplies	\$63.77
20986	VALLEY ENERGY	Propane Tank Install 43 E Colonial	\$750.00
20987	VERIZON	Telephone	\$676.70
20988	VERIZON WIRELESS	Cell Phones	\$209.82
20989	VUPS	Miss Utilities	\$55.65
20170212	MAUREEN K. GILMORE	September Legal Services	\$5,970.00
20170213	JENNIFER NOEL	September Recorder Services	\$216.00
TOTAL			\$50,146.51

**TOWN OF HAMILTON
LOUDOUN COUNTY, VIRGINIA**

RESOLUTION: 2017-15

PRESENTED: November 13, 2017

ADOPTED: _____

A RESOLUTION: TO AMEND THE TOWN OF HAMILTON FY2018 BUDGET

WHEREAS, Code of Virginia of 1950, as amended, § 15.2-2507 authorizes a governing body to amend its budget during the current fiscal year; and

WHEREAS, Code of Virginia of 1950, as amended, § 15.2-2507 requires a public hearing prior to the amendment of such budget if the proposed amount of the amendment exceeds one percent of the total expenditures shown in the currently adopted budget; and

WHEREAS, the Hamilton Town Council wishes to allocate money for the replacement of equipment at the Hamilton Town Park; and

WHEREAS, the proposed amendment to the FY2018 exceeds one percent of the current FY2018 budget; and

WHEREAS, the Hamilton Town Council held a public hearing on Monday November 13, 2017, to receive comment and consider the budget amendment.

NOW THEREFORE, be it resolved that the Hamilton Town Council amends the Town of Hamilton FY2018 Budget to expend up to an additional \$75,000 from the General Fund for Hamilton Park equipment. The additional funds will be obtained from accumulated annual surplus funds.

ADOPTED THIS ___ **DAY OF** _____.

Recorded Vote:

Motion by:

Seconded by:

David R. Simpson, Mayor

Yeas:

Nays:

Abstentions:

Absent for Vote:

ATTEST:

Jennifer Noel, Town Recorder

NOVEMBER 13, 2017 TOWN COUNCIL MEETING CLOSED SESSION MOTION

I move that the Hamilton Town Council recess its regular meeting and convene a closed session to discuss:

Consultation with legal counsel pertaining to the discussion of prepaid sewer availability and connection fees as authorized by Code of Virginia of 1950, as amended, Section 2.2-3711 (A)(7).

The following individuals are invited to attend the closed session:

All Town Council Members
Maureen K. Gilmore, Town Attorney

Second and Recorded Voice Vote required.

I move that the Hamilton Town Council adjourn its closed session and reconvene its regular meeting.

Second and Recorded Voice Vote required.

I move that the Hamilton Town Council adopt Resolution No: 2017-16, to certify that while in closed session, the participants discussed only those matters for which the closed session was convened.

Second and Recorded Voice Vote required.

**TOWN OF HAMILTON
LOUDOUN COUNTY, VIRGINIA**

RESOLUTION NO. 2017-16

PRESENTED: November 13, 2017

ADOPTED: _____

**A RESOLUTION: CERTIFYING THE CLOSED SESSION ON
NOVEMBER 13, 2017**

WHEREAS, the Hamilton Town Council, has this day convened a closed session in accordance with an affirmative-recorded vote of the Hamilton Town Council and in accordance with the provisions of the Virginia Freedom of Information Act.

NOW, THEREFORE, BE IT RESOLVED that the Hamilton Town Council does hereby certify that to the best of each member's knowledge, 1) only public business matters lawfully exempted from open meeting requirements under the Freedom of Information Act were discussed in the closed session to which this certification applies; and 2) only such public business matters as were identified in the Motion by which the said closed session was convened were heard, discussed or considered by the Hamilton Town Council.

PASSED THIS ____ DAY OF _____ 2017.

David R. Simpson, Mayor
Town of Hamilton

ATTEST:

Jennifer Noel, Recorder