

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



Buchanan Town Council
Thursday April 28, 2022
6:00pm
Called Work Session
Council Chambers
19753 Main Street
Buchanan, VA 24066

AGENDA

A. ROLL CALL AND ESTABLISHMENT OF QUORUM

B. FISCAL YEAR 2023 BUDGET DISCUSSION

C. ARPA FUNDING UPDATE AND PROJECTS

D. CLOSED SESSION

E: OTHER BUSINESS

F: ADJOURNMENT

Utility Funds

Ordinary Income/Expense Income

FY
22-23

3165100 Water Revenues	
3165110 Water Services	\$340,000.00
3165111 Water Sales	\$500.00
3165120 Water Penalties	\$20,000.00
3165130 Reconnect Fees	\$3,000.00
3165190 Water Hook Up Fees	\$2,200.00
Total 3165100 Water Revenues	
3165200 Sewer Revenues	\$365,700.00
3165210 Sewer Services	\$200,000.00
Total 3165200 Sewer Revenues	
Total 3160000 Charges for Services	\$200,000.00
	\$565,700.00
3200000 Rev from Commonwealth	
3240201 VA Dept of Health Grant	\$40,000.00
Total 32000000 Rev from Commonwealth	
3300000 Rev from Federal Gov't	
3330000 Categorical Aid	
3330201 USDA SEARCH Grant	\$0.00
3240 Safe Drinking Water Gant	\$0.00
341107 Proceeds from RD Grant	\$0.00
Total 3330000 Categorical Aid	
3300000 Rev from Federal Gov't - Other	\$0.00
Total 3300000 Rev from Federal Gov't	
3410000 Non-Revenue Receipts	
3410402 Rural Development Loan	\$0.00
Total 3410400 Proceeds from Debt	
Total 3410000 Non-Revenue Receipts	
Total Income	\$605,700.00

Expense

44100 Water Operations	
1100 Salaries & Wages	\$12,000.00
1110 Overtime	\$1,000.00
2100 FICA/Medicare	\$250.00
2110 Virginia Unemployment Tax	\$0.00
2210 IRA Contribution	\$0.00
3100 Prof Svcs & Miss Utility	\$250.00
3110 Operating Contract	\$89,332.32 1/2 reg, 1/2 at 1.5%
3310 Repairs & Maint Contract	\$4,500.00
3700 Permits	\$4,600.00
5110 Utilities	\$9,500.00

5810 Dues and Memberships	\$0.00
6007 Repair & Maint Supplies	\$8,000.00
6008 Vehicle & Equip Fuels	
6009 Vehicle & Equip Supplies	\$5,000.00 1/2 truck
6014 Operating Supplies	\$5,000.00
8101 Machinery & Equipment Cost	\$9,000.00
Total 44100 Water Operations	\$148,432.32
44110 Water Filtration Plant	
3310 Repairs & Maint Contract	\$9,000.00
5110 Utilities	\$8,000.00
5230 Telecommunications	\$1,000.00
6014 Operating Supplies	\$2,200.00
8101 Machinery & Equipment Cost	\$15,000.00
Total 44110 Water Filtration Plant	\$35,200.00
44200 Sewer Operations	
5230 Telecommunications	\$1,000.00
1100 Salaries & Wages	\$11,000.00
1110 Overtime	\$500.00
2100 FICA/Medicare	\$900.00
2110 Virginia Unemployment Tax	\$80.00
2210 IRA Contribution	\$0.00
3100 Prof Svcs & Miss Utility	\$250.00
3110 Operating Contract	\$89,332.32 (1/2 reg, 1/2 at 1.5%)
3310 Repairs & Maint Contract	\$7,000.00
3320 Sludge Disposal	\$5,500.00
3700 Permits	\$1,500.00
5110 Utilities	\$22,000.00
5410 Lease/Rent of Equipment	\$7,000.00
6007 Repair & Maint Supplies	\$5,000.00
6009 Vehicle & Equip Supplies	\$5,000.00 1/2 truck
6014 Operating Supplies	\$11,000.00
8101 Machinery & Equipment Cost	\$3,000.00
Total 44200 Sewer Operations	\$170,062.32
Total 04 Public Works	
94200 Water Projects	
94201 Water Line Replacement	\$5,900.00
94203 Water Distribution Proj	
94204 Water Pipe Repl Phase II	
94 Well Site	
94298 Transfer to Escrow Acct	
Total 94200 Water Projects	\$5,900.00
94300 Sewer Projects	
94 Town Manager Salary	\$7,500.00
Treasurer/Clerk Salary	\$25,000.00

94305 SERCAP Grant	\$40,000.00
94302 WWTP Improvements	\$20,000.00
94 Misc Sewer Repairs or Truck	\$938.36
94 Engineering services	\$5,000.00
Total 94300 Sewer Projects	\$98,438.36
Total 004 Capital Projects	
005 Debt Service	
95500 Water Debt Service	
95510 Principal Payments	\$187,667.00
Total 95500 Water Debt Service	\$187,677.00
Total Expense	\$605,700.00
(Deficit)	\$0.00

General Funds
Ordinary Income/Expense

Draft Budget
FY 22/23

3/14/2022

Income

3100000 Local Revenue

3110000 General Property Taxes

3110100 Real Property Taxes

3110101 Current Taxes \$150,000.00

3110102 Delinquent Taxes \$4,000.00

Total 3110100 Real Property Taxes \$154,000.00

3110300 Personal Property Taxes

3110301 Current Taxes \$15,500.00

3110302 Delinquent Taxes \$50.00

Total 3110300 Personal Property Taxes \$15,550.00

3110600 Penalties & Interest

3110601 Penalties & Interest \$2,000.00

Total 3110600 Penalties & Interest \$2,000.00

Total 3110000 General Property Taxes \$171,550.00

3120000 Other Local Taxes

3120100 Local Sales & Use Taxes \$51,000.00

3120200 Consumer Utility Taxes \$23,000.00

3120210 Consumption Tax \$3,500.00

3120300 Business License Taxes \$42,500.00

3120500 Vehicle Fees \$14,000.00

3120600 Bank Franchise Fees \$57,000.00

3121000 Occupancy Tax \$4,000.00

3121100 Meals Taxes \$25,000.00

Total 3120000 Other Local Taxes \$220,000.00

3130000 Permits/Fees/Reg Lic

3130307 Zoning Permits \$250.00

3130308 Sign Permits \$100.00

3130308 Special Use Permits \$100.00

Total 3130000 Permits/Fees/Reg Lic \$450.00

3140000 Fines and Forfeitures

3140101 Property Liens \$1,500.00

3140101 Zoning Violations \$500.00

Total 3140000 Fines and Forfeitures \$2,500.00

3150000 Rev-Use of Money/Prop

3150100 Interest Income \$3,000.00

3150200 Rental Income \$1,000.00

Total 3150000 Rev-Use of Money/Prop \$8,500.00

3165300 Garbage Fees

3165310 Garbage Collection Fee \$96,000.00

Total 3165300 Garbage Fees \$96,000.00

Total 3160000 Charges for Services \$107,000.00

3180000 Miscellaneous Revenue

Miscellaneous Revenue

3189929 Christmas Mkt. \$5,000.00

\$0.00

3189927 Christmas Eve Luminaries \$0.00

3189926 Christmas Parade \$500.00

3189925 Mountain Magic \$8,500.00

3189924 Botetourt Co. Fair \$200.00

3189923 Buchanan Tri \$0.00

3189922 Pork by the James \$8,500.00

3189921 Reggae by the River	\$14,000.00	
3189920 Bot.Co.Fishing Carnival	\$100.00	
3189919 LEU Police Bicycle Tour	\$50.00	
3189918 Buchanan Garden Festival	\$2,000.00	
3189917 Civil War History Weekend	\$2,500.00	
3189916 Easter Egg Hunt	\$300.00	
3189915 Acoustic Endeavors	\$0.00	
3189914 Soup Night Cash Mob	\$0.00	
3189913 Epiphany Bon Fire	\$0.00	
3189905 Overage/ Shortage	\$0.00	
3189904 Other		
3189904 Small Bus. App. Recp.	\$0.00	
3189903 Gifts and Donations	\$1,000.00	
3189910 Arbor Day Donations	\$1,000.00	
3189911 Event Fees	\$100.00	
3189912 Carnival Proceeds	\$75,000.00	
3189999 Overpayments	\$0.00	
Miscellaneous Revenue - Other	\$1,000.00	
Total Miscellaneous Revenue	\$119,750.00	
Total 3180000 Miscellaneous Revenue		
Total 3100000 Local Revenue		
3200000 Rev from Commonwealth		
3220000 Non-Categorical Aid		
VDOT Revenue		
DHCD Grant		
3220150 Communications Tax	\$2,275.00	
3220107 Rolling Stock Taxes	\$3,250.00	
3220108 HB599 Aid Local Police	\$32,888.00	
3220109 PPTRA-Car Tax Relief	\$11,608.00	
Total 3220000 Non-Categorical Aid	\$50,021.00	
3240000 Categorical Aid		
3240701 VA Commission Arts Grt	\$4,000.00	
3240102 State Forestry Dept	\$0.00	
3240101 Fire Programs Funds	\$15,000.00	
3240108 Community Business Launch	\$0.00	
Coronavirus recovery fund ARPA	\$466,482.00	ARPA
Total 3240000 Categorical Aid	\$485,482.00	
Total 3200000 Rev from Commonwealth	\$535,503.00	
3300000 Rev from Federal Gov't		
3330000 Categorical Aid		
3330210 Fed Forest Land Mgmt	\$1,404.00	
Total 3330000 Categorical Aid		
3300000 Rev from Federal Gov't - Other		
Total 3300000 Rev from Federal Gov't	\$0.00	
3410000 Non-Revenue Receipts		
3410100 Insurance Recovery	\$0.00	
Total 3410000 Non-Revenue Receipts		
3410500 Interfund Transfers	\$0.00	
3410501 Transfers fr General Fd		
Total 3410500 Interfund Transfers	\$0.00	
Total Income	\$1,155,657.00	689,175.00 Without ARPA

Expense

01 General Government Admin**001 Legislative****11110 Town Council**

1100 Salaries	\$5,050.00
2100 FICA/ Medicare Tax & VA unEmp INS	\$0.00
3600 Advertising	\$2,250.00
5540 Convention & Education	\$250.00
5600 Mileage Reimbursement	\$250.00
5800 Miscellaneous Expense	\$250.00
5810 Dues and Memberships	\$2,500.00

Total 11110 Town Council \$10,550.00

Total 001 Legislative \$9,550.00

02 General & Financial Admin

12210 Legal Services \$25,000.00

3100 Professional Services

Total 12210 Legal Services \$25,000.00

12240 Independent Auditor

3100 Professional Services \$13,350.00

Total 12240 Independent Auditor

12410 Clerk-Treasurer

1100 Salaries	\$60,000.00
1110 Overtime	\$1,000.00
1120 Bonus	\$0.00
2100 FICA/Medicare Tax	\$15,000.00
2110 Virginia Unemployment Ins	\$600.00
2210 IRA Contribution	\$0.00
2210 VRS Contribution	\$3,250.00
2300 Health Insurance	\$20,328.00
3120 Accounting Services	\$15,000.00
3130 Bank Service Charges	\$700.00
3500 Printing and Binding	\$1,500.00
3600 Advertising	\$500.00
5210 Postal Services	\$3,250.00
5230 Telecommunications	\$3,100.00
5401 Copy Machine Rental	\$3,000.00
5800 Miscellaneous Expense	\$0.00
5600 Mileage Reimbursement	\$200.00
8101 Machinery & Equipment	\$0.00
5810 Dues and Memberships	\$300.00
6001 Office Supplies	\$4,500.00

Total 12410 Clerk-Treasurer \$132,228.00

12510 Town Manager

1100 Salaries	\$55,000.00
1120 Bonus	\$0.00
2100 FICA/Medicare Tax	\$0.00
2110 Virginia Unemployment Ins	\$0.00
2210 IRA Contribution	\$0.00
2213 VRS	\$2,000.00
2300 Health Insurance	\$10,164.00
5600 Mileage Reimbursement	\$450.00
800 Miscellaneous Expense	\$500.00
5810 Dues and Memberships	\$900.00

Total 12510 Town Manager \$69,014.00

Total 02 General & Financial Admin \$239,592.00

03 Public Safety	
001 Law Enforcement	
31100 Police Department	\$35,000.00
Total 001 Law Enforcement	
002 Fire & Rescue Services	\$100.00
32200 Volunteer Fire Department	
5600 Lt Purchase for Fire Dept.	\$0.00
5601 Grant (Firefighter)	\$10,000.00
5602 Building Maintenance	\$5,000.00
Total 002 Fire & Rescue Services	\$15,000.00
Total 03 Public Safety	\$65,100.00
04 Public Works	
43200 Maint of Gen Properties	
1100 Salaries & Wages	\$47,500.00
1110 Overtime	\$2,000.00
1120 Bonus	\$0.00
2100 FICA/Medicare Tax	\$0.00
2110 Virginia Unemployment Ins	\$0.00
2210 IRA Contribution	\$0.00
2213 VRS	\$1,100.00
2300 Health Insurance	\$20,328.00
3310 Repair & Maint Services	\$5,000.00
3320 Street Repair-Snow Removal	\$5,000.00
3322 Janitorial Services	\$3,600.00
5100 Electricity - Streetlights	\$11,000.00
5110 Electricity - Town Hall	\$2,750.00
5120 Heating Fuel	\$2,500.00
5230 Telecommunications/ Cell Phones	\$3,800.00
5308 General Liability Insur	\$20,000.00
5811 Uniforms & Safety Clothing	\$2,000.00
5812 Safety footwear	\$500.00
6007 Repair and Mani Supplies	\$5,000.00
6008 Vehicle & Equip. Fuel	\$5,000.00
8002 Capital Outlay	\$8,000.00
Total 43200 Maint of Gen Properties	\$145,078.00
44000 Trash Department	
33301 Brush Grinding	\$9,000.00
33201 Trash Pickup	\$81,500.00
Total 44000 Trash Department	\$90,500.00
Total Public Works	\$228,440.00
07 Parks, Events & Cultural	
71100 Parks & Recreation	
5810 Arbor Day Celebration	\$2,000.00
5811 Epiphany Bon Fire	\$0.00
5812 Soup Night Cash Mob	\$0.00
5813 Acoustic Endeavors Concert	\$0.00
5814 Easter Egg Hunt	\$300.00
5815 Civil War History Weekend	\$2,000.00
5816 Buchanan Garden Festival	\$2,500.00
5817 LEU Police Bicycle Tour	\$50.00
5818 Botetourt County Fishing Carnival	\$75.00
5819 Reggae By the River	\$8,000.00
5820 Pork By the James BBQ Competition	\$8,000.00
5821 Buchanan Tri- Run, Ride River Race	\$0.00

5822 Botetourt County Fair	\$101.00	
5823 Mountain Magic	\$5,000.00	
5824 Christmas Parade	\$500.00	
5825 Christmas Eve Luminaries	\$200.00	
5826 Block Party	\$0.00	
5827 Misc. Event Supplies	\$0.00	
5828 Small Business Appr.	\$0.00	
5829 Christmas Mrk.	\$5,000.00	
3600 Advertising	\$4,200.00	
5840 Town Events/ Other	\$1,200.00	
Machinery		
6013 Recreational Supplies	\$500.00	
Total 71100 Parks & Recreation	\$39,626.00	
71200 Carnival		
5999 Remittance to Botetourt Co.	\$0.00	
3310 Repairs & Maint Contract	\$4,165.00	
5110 Utilities	\$5,000.00	
5801 Carnival Operations	\$20,000.00	
Total 71200 Carnival	\$29,165.00	
Total 07 Parks, Events & Cultural	\$68,791.00	
08 Community Development		
81200 Community Revitalization		
1100 Salaries & Wages	\$46,500.00	
1120 Bonus	\$0.00	
2100 FICA/Medicare Tax	\$0.00	
2110 Virginia Unemployment Ins	\$0.00	
2213 VRS	\$1,000.00	
2300 Health Insurance	\$10,164.00	
3600 Advertising	\$4,000.00	
5602 Donation After Prom Party	\$200.00	
5603 Donation to Theater	\$4,000.00	
5604 Town Flowers/Baskets	\$2,500.00	
Total 81200 Community Revitalization	\$68,364.00	
Total 08 Revitalization		
09 No departmental		
004 Capital Projects		
94100 General Improvements		
94100 General Capital Outlay	\$0.00	
94104 \ Community Development Town Grant		
94105 Playground	\$2,200.00	
94108 COVID	\$466,482.00	
94199 (Contingency-Technology	\$0.00	
94199 (Transfer to sewer	\$0.00	
Total 94100 General Improvements	\$468,682.00	
Total Expense	\$1,155,657.00	\$689,175 Without ARPA
NET	\$0.00 !!!	

Proposed FY 2022-2023 Budget

BUCHANAN TOWN COUNCIL, APRIL 7, 2022

SUSAN MCCULLOCH, TOWN MANAGER



- ❖ Items to Note – Revenue
 - ❖ Real Estate – expecting slight increase based on last year’s actual- \$154,000 from \$151,100 – reassessment due in 2023
 - ❖ Personal Property (Increased due to current trends – from \$13,500 to \$15,500)
 - ❖ Most significant increase: Other Taxes (sales/use; consumer utility; business license) – higher consumer/utility taxes (\$3K; but fewer businesses -\$2,500); added more short-term stays
 - ❖ 2021 - \$205,700; 2022 - \$220,000 – Challenge: there is legislation in progress that eliminate grocery tax, but the State is supposed to help localities make up the shortfall – communicating with Chris Booth
 - ❖ Vehicle fees – lower; but Bank franchise fees much higher (was \$42K in 2021-2022; now \$57K)
 - ❖ Garbage Collection Fees – level
 - ❖ ARPA funds (restricted) – All of this will be an in and out, and Council will allocate funds as they decide

General Fund Budget 2022-2023- Revenue

General Fund Revenue, continued

- ❖ Events – due to unknowns, level revenue and expenses are being budgeted except for
 - ❖ Mountain Magic (\$7,500 in 2021; \$8,500 in 2022)
 - ❖ Reggae by the River (\$11K in 2021; \$14K in 2022)
 - ❖ Carnival (\$70K in 2021; \$75K in 2022)
 - ❖ Revenue from Commonwealth – the ARPA funds are an in and out with other grant funding

General Fund Proposed FY22-23 Budget - Expenses



Legal fees are budgeted higher to match this year's budget (\$25K was \$15K)



Town Manager, Clerk and Treasurer Salaries are to be offset by the Utility Fund (\$7,500 and \$25,000)



Other salaries are level



Insurance savings with the new policy is reflected under each category



General Fund Revenue, continued

- ❖ Mary Earhart (accountant)'s fees are up (\$11K, now \$15K)
- ❖ Total Carnival expenses are a bit higher to add repairs and maintenance – could be offset by Carnival Revenues later



Total General Fund Proposed Budget

\$689,175 without ARPA; \$1,155,657 with ARPA



Proposed FY22-23 Utility Fund Budget - Revenue

- ❖ Water Services – we anticipate fewer penalties and more revenue in water services, so overall \$1K less than last year's budget
- ❖ Sewer services – due to the higher trend this year, this is increased by \$4K
- ❖ We anticipate receiving SERCAP funding



Utility Fund Budget - Expenses

- ❖ Water/Sewer Operations – Inboden’s contract has changed this budget line, so this is factored in for the 2022-2023 budget with the 1.5% increase in January 2023
- ❖ Contracting: \$89,332.32 in Water; \$89,332.32 in Sewer contracting (was \$67K budgeted for water, \$53K for sewer in FY2021/2022)
- ❖ Inboden has been a tremendous help with reporting, compliance, and contracting to work on other sewer challenges on an hourly basis



Utility Fund Expenses

- ❖ New Line item not previously budgeted – Vehicle & Equipment Supplies in both Water and Sewer – the truck payment is split between the two categories, which is approximately \$10,000 per year total (\$810/month from each line)
- ❖ The mower was originally programmed into this budget, however has been purchased this FY. The funds in Line Item 8101 – Machinery & Equipment under Water is \$9,000, and I recommend we leave it for any unforeseen expenses; and other line items have the same contingency in this category

Utility Fund Budget FY2022-2023

\$605,700

(FY21-22: \$600,102)



Both Funds

GENERAL FUND	UTILITY FUND
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\$689,175 without ARPA	
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\$1,155,657 with ARPA	
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	\$605,700
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Total Combined:

\$1,294,875

With ARPA: \$1,761,357

Questions?





Town of
Buchanan
Work Session
ARPA Funding
Update

April 7, 2022

Buchanan's Priorities with Rescue Plan funds Estimate

• Water/Wastewater Infrastructure	\$700,000
• Revisit? Wi-Fi in the Park (credit card)	\$20,000
• Parks Enhancements (TBD) to build a new pavilion restroom	\$104,196
• In Progress! Business Assistance Façade Grant Fund/Gauntlet	\$40,000
• Ventilation System/Remodel	\$50,000 (TBD)
• Total of these five projects:	\$914,196

- Lost Revenue was calculated to be \$214,196, which are the Non-Infrastructure projects.
- All of this leaves \$18,768 to assign in FY 23, FY 24, and FY 25. We may want to extend these projects, or take on new ones.

ARPA Project #1: Water/Wastewater Infrastructure – Original Ideas

- Several Projects relating to the Clean Water Act Revolving Loan Fund and the Drinking Water Act Revolving Loan Fund
 - Repair/Replace Pumps
 - Water Street Lift Station Overhaul
 - **Done!** New Public Works Sewer Jetter
 - Main Street Sewer Project to increase capacity and improve system over the James River
 - In Progress! Lighting around the Sewer Treatment Plant – **LES \$40,862**
- ARPA justification: **economic impact, infrastructure**
- Staff Recommendation: **\$700,000+ of ARPA funds**



ARPA Project #1: Water/Wastewater Infrastructure – Update

- Working on SERCAP Grant application to fund New PER to study costs/work needed to expand Water/Sewer to Exit 162
- Working on SERCAP Grant application to fund New PER to analyze and provide engineered drawings for Groendyk Development
- Investigating New loan/grant (depending on demographics) from Clean Water Funds, which could be used for construction, software, mobile meter readers, and much more
- **CHA PER Report** – completed and submitted to USDA-Rural Development
 - EPA revolving loan funds could be an option instead of ARPA funds



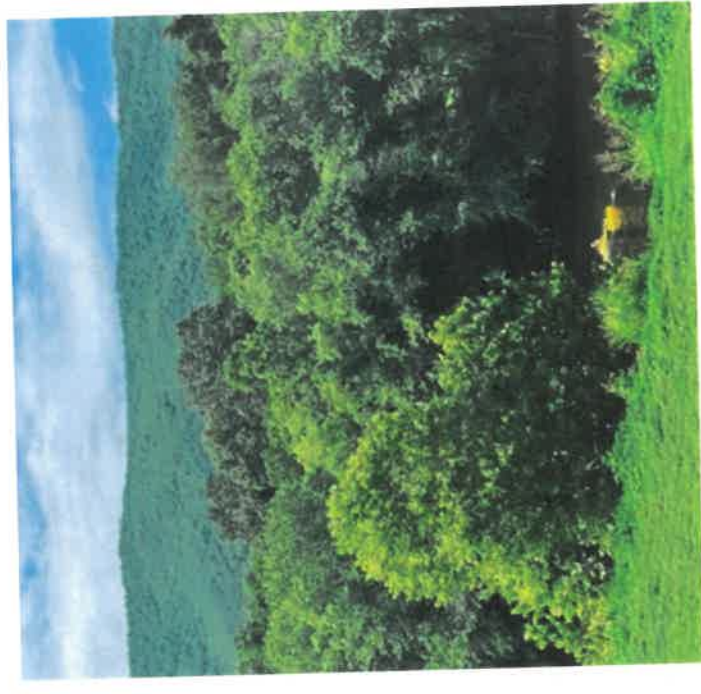
ARPA Project #1: Water/Wastewater Infrastructure – Update

- Purchased with ARPA
 - Sewer Jetter
 - Sewer Camera
 - Lights for WWTP
 - Safety Lighting (\$2,400)
- Other Options
 - Snow blower
 - Upgrade of Sewer system for the Groendyk area
 - Water Meter Readers – upgrade or mobile



ARPA Project #2: Wi-Fi in the Park

- Hold due to Cybersecurity Challenges?
- Revenue Reduction Project
- Provide Wi-Fi in the Buchanan Town Park to support credit card services during event activities: **\$20,000 (estimate due to trees)**
- Quote from Larry Etzler: **\$2,080** (stated trees are okay if they could be cut back or if the AP can be high enough)
- Shentel is charging a large monthly payment or large lump sum as a down payment with monthly charges
- ARPA justification: **Provide Government Services with funds that reduced revenue during the pandemic**



ARPA Project #3: Parks Enhancements

- Still having a difficult time with Quotes and prefab buildings are too expensive and don't contain the flood measures
- Exploring Build Project with B-Tech!
- Applied for a Get Outdoors (GO) Master Plan grant
- Revenue Reduction Project
- Town Parks provide healthy opportunities to residents and tourists
- ARPA justification: economic impact, public health impact
- Enhancing existing programs: \$104,196 of ARPA funds (estimate – a contractor will quote this)
- Rationale:
 - Revisiting the request to Botetourt County to build a restroom using ARPA funds. This amount is a Rough Estimate – increase in construction materials is taken into account



ARPA Project #4: Business Assistance

- **In Progress!**
- Revenue Reduction Project
- Initiate a Façade Grant Program to encourage beautification in Buchanan. Suggestion: brick and mortar zoned commercial or trade (not home occupation) in the Historic District
- Initiate a fund to encourage location of Gauntlet Winners into Buchanan Buildings with a modest incentive
- ARPA justification: **economic impact**
- Recommendation: **\$40,000 of ARPA funds**
- Suggestion:
 - **Façade Matching Grant Program 1:1** on a preapproval basis
 - **Up to \$8,000 per business**
 - **Gauntlet up to \$5,000**



Option with WWTP Lab Floor

The lab floor at the WWTP is crumbling and we have been spot fixing it for years.

The Town could pay for the work with ARPA funds or borrow from the Town's escrow fund and reimburse it. I recommend the ARPA funds. This problem will continue if we don't address it.

- Quote whole floor (Option 1): \$26,385
- Quote just floor patching (Option 2): \$9,435
- Quote from Bugman to install a vapor barrier with dehumidifier: \$6,008

Total: \$15,043 or \$32,393 – should fix it once and for all (We are still attempting to get more quotes)

ARPA Project #5: Safety

- Revenue Reduction Project
- Improving the physical infrastructure of Town Hall to encourage safety
- ARPA justification: **critical infrastructure**
- Building on our experience: **\$50,000 of ARPA funds**
- Impact:
 - **\$50,000** for Capital Improvements – install new ventilation while opening up the original windows and ceiling, paint, ventilation for safety, interior improvements

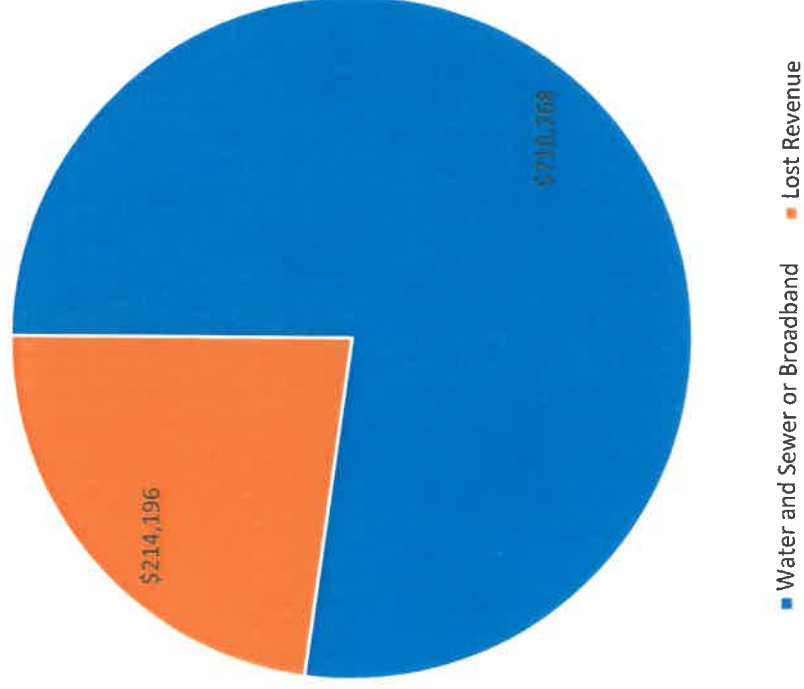


Quotes - HVAC

We asked for apples-to-apples quotes as requested, however each contractor recommended different units and ways of heating/cooling (contractor's interpretation based on what they feel would be best)

- Quote 1: \$29,800 – 5 Friedrich ductless split heat pump units in offices and changeout (1) regular split (Heil) for meeting room. Add 100-amp subpanel since main is full. 5 because they will run independently per individuals' temperature choices (RECOMMENDED)
- Quote 2: \$51,914 (to be higher due to increased costs, supply chain, etc.) – 2 offices upstairs; service main floor back office, basement, all equipment Mitsubishi HyperHeat Fresh Air ventilation wall mounted or roof, all units outside
- We asked the third company multiple times to submit and they didn't

ARPA Funds



APRA Spending Breakdown

Sewer Spending:

Jetter - \$59,972

Sewer Cam - \$7,092

Light Replacement - \$40,862

Safety Lights (water or sewer \$2,400)

Total: \$110,362

Water: \$0

Broadband: \$0

Remaining for Water/Sewer: \$608,406

We can Explore:

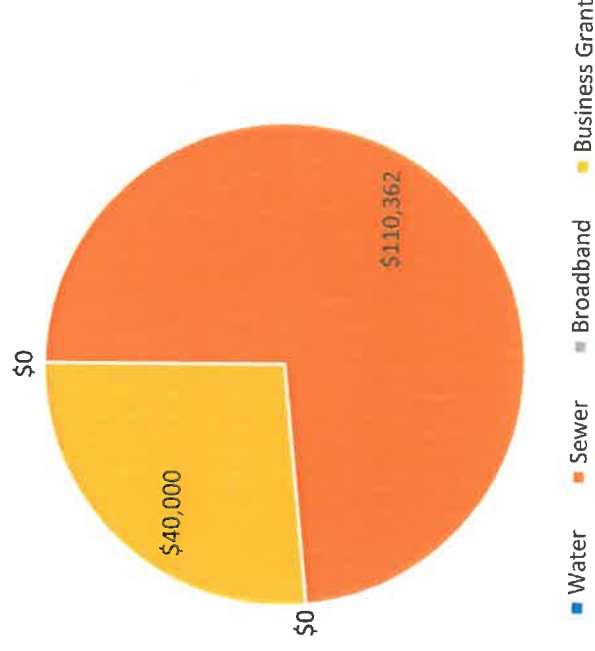
Computer/Screen in Council Chambers (my new laptop as part of broadband)

Water Meter Readers (grant as well)

Groendyk sewer

Laptop repair – Water Filtration Plant

ARPA Funds - Town of Buchanan



Lost Revenue
Real Estate Investment
Grant Program - \$40,000

Remaining: \$174,196

Action

- Choose ARPA projects for action in FY 21-22

